

MEMORANDUM

To: Maureen O'Rourke, Chair
Council of the Section of Legal Education and Admissions to the Bar

From: Barry Currier, Managing Director
Section of Legal Education and Admissions to the Bar

Date: May 4, 2018

Re: Approval of 2018 Annual Questionnaire

Two years ago, the Standards Review Committee and the Managing Director's Office undertook a comprehensive review of the Annual Questionnaire (AQ). One year ago, the Council approved significant changes in the overall structure and approach of the AQ. The changes were designed to continue the project to streamline the various functions of the accreditation process and to ensure that the AQ was serving its primary functions: providing information for the sabbatical process, Interim Monitoring, and 509 reports.

Two sections of the AQ that were not reviewed last year – the Fiscal section, relating to law school finances, and the Financial Aid section – have been updated this year. In addition, based on comments received from the law schools and “users” of the AQ, duplication has been eliminated and questions or instructions have been clarified.

The 2018 AQ also incorporates new methods of uploading information for certain parts of the questionnaire, such as admissions and enrollment (including attrition) as well as faculty and courses.

Some of the changes in the 2018 AQ are described below.

Part II: Admissions and Enrollment

In 2017, the AQ included, for the purpose of determining first-year class entering credentials, readmitted students who had fewer than 15 credits of prior law study and transfer or foreign students admitted with fewer than 15 credits of prior law study. For 2018, those students are not included with the first-year class but the 2018 AQ does collect relevant information regarding the credentials of all readmitted students and students admitted with credit for prior law study.

A change in 2017 to collect enrollment information based on the number of credits that must be earned to complete each year at a law school was not continued. The 2018 AQ will include a breakdown for law schools with full-time and part-time programs that have been acquiesced in by the Council.

A change in 2017 to collect attrition data based on the number of credits earned at the time of attrition was not continued. The 2018 AQ will include a breakdown for law schools with full-time and part-time programs that have been acquiesced in by the Council.

A change in 2017 to condense attrition data into two categories (non-transfer and transfer) from three categories (academic, transfer, and other) was not continued. All three categories are included in the 2018 AQ.

Part III: Non-J.D.

The new section of the 2017 AQ on non-J.D. programs requested a list of all courses in which the enrollment of non-J.D. students in J.D. courses was greater than 10%. This was done to better monitor the impact of non-J.D. programs on the J.D. program. Those questions have been incorporated into the questions about courses overall to avoid duplication.

Part IV: Financial Aid

No changes were made to this section in 2017. The questions have been streamlined and the instructions were clarified for 2018.

Part V: Faculty and Courses

Information about faculty recruitment has been removed from the AQ for 2018 and will be collected when a law school submits a self study report, or when otherwise requested by the Council to provide information.

All course information will be collected in this section of the AQ in 2018. Information that was previously collected in Part I (typical size of first-year sections, size of upper division courses, number of seats available in law clinics, etc.) is now collected along with other course information to avoid duplication and to ensure consistency.

Part VI: Law School Finances (formerly Fiscal)

No changes were made to this section in 2017. For the 2018 AQ, the extensive detail that was previously required regarding revenue and expenses has been replaced with a question regarding the net operating surplus or deficit for the most recently completed fiscal year and a question regarding the projected net operating surplus or deficit for the current fiscal year.

The questions regarding law school reserves and debt remain unchanged.

Questions about the finances of the university or parent entity will be collected when the law school submits a self study report, or when otherwise requested by the Council to provide information.