RESOLVED, That the American Bar Association approves the following paralegal education programs: Irvine Valley College, Paralegal Studies Program, Irvine, CA; Baton Rouge Community College, Paralegal Studies Program, Baton Rouge, LA; and Molloy College, Paralegal Studies Program, Rockville Centre, NY;

FURTHER RESOLVED, That the American Bar Association reapproves the following paralegal education programs: Los Angeles City College, Paralegal Studies Program, Los Angeles, CA; University of New Haven, Legal Studies Program, West Haven, CT; St. Petersburg College, Legal Studies Program, Clearwater, FL; Georgia Piedmont Technical College, Paralegal Studies Program, Covington, GA; Herzing University, Legal Studies Program, Atlanta, GA; Wilbur Wright College, Paralegal Program, Chicago, IL; Des Moines Area Community College, Legal Assistant Program, Des Moines, IA; Finger Lakes Community College, Paralegal Program, Canandaigua, NY; Monroe Community College, Paralegal Studies Program, Rochester, NY; SUNY Rockland Community College, Paralegal Studies Program, Suffern, NY; South University, Paralegal and Legal Studies Program, Columbia, SC; Brightwood College, Paralegal Studies Program, Nashville, TN; and Pioneer Pacific College, Legal Assistant/Paralegal Program, Wilsonville, OR;

FURTHER RESOLVED, That the American Bar Association withdraws the approval of the following paralegal education programs: Baker College of Jackson, Paralegal Program, Jackson, MI; and Gannon University, Legal Studies Program, Erie, PA, at the request of the institutions; and

FURTHER RESOLVED, That the American Bar Association extends the terms of approval until the August 2019 Annual Meeting of the House of Delegates for the following paralegal education programs: Faulkner University, Legal Studies Program, Montgomery, AL; South University, Paralegal Studies and Legal Studies Program, Montgomery, AL; California State University, Paralegal Studies Program, Los Angeles, CA; West Los Angeles College, Paralegal Studies Program, Culver City, CA; University of San Diego, Paralegal Program, San Diego, CA; Community College of Aurora, Paralegal Program, Denver, CO; Miami Dade College, Paralegal Studies Program, Miami, FL; Kapi‘olani Community College, Paralegal Program, Honolulu, HI; Midstate
College, Paralegal Studies Program, Peoria, IL; Ball State University, Legal Studies, Muncie, IN; Anne Arundel Community College, Paralegal Studies Program, Arnold, MD; Bay Path University, Legal Studies, Longmeadow, MA; Macomb Community College, Legal Assistant Program, Warren, MI; Winona State University, Paralegal Program, Winona, MN; New Hampshire Technical Institute, Paralegal Studies Program, Concord, NH; Atlantic Cape Community College, Paralegal Studies Program, Mays Landing, NJ; Rowan College at Burlington County, Paralegal Program, Pemberton, NJ; Union County College, Paralegal Studies Program, Cranford, NJ; Hofstra University, Paralegal Studies Program, Hempstead, NY; Schenectady County Community College, Paralegal Studies, Schenectady, NY; Westchester Community College (SUNY), Paralegal Studies Program, Valhalla, NY; Methodist University, Legal Studies Program, Fayetteville, NC; South College, Asheville, Legal/Paralegal Studies Program, Asheville, NC; Fayetteville Technical College, Paralegal Technology Program, Fayetteville, NC; National American University, Paralegal Studies Program, Sioux Falls, SD; University of Tennessee Chattanooga, Legal Assistant Studies Program, Chattanooga, TN; Chattanooga State Community College, Paralegal Studies Program, Chattanooga, TN; Southwest Tennessee Community College, Paralegal Studies, Memphis, TN; Texas A&M University Commerce, Paralegal Studies Program, Commerce, TX; Milwaukee Area Technical College, Paralegal Program, Milwaukee, WI; and American National University, Paralegal Program, Salem, VA.
REPORT

In August, 1973, the House of Delegates of the American Bar Association adopted the Guidelines for the Approval of Legal Assistant Education Programs as recommended by the Special Committee on Legal Assistants, now known as the Standing Committee on Paralegals (https://www.americanbar.org/content/dam/aba/administrative/paralegals/ls_prllgs_2018_paralegal_guidelines.pdf). The Committee subsequently developed supporting evaluative criteria and procedures for seeking American Bar Association approval. Applications for approval were accepted formally beginning in the fall of 1974.

Programs applying for approval are required to submit a self-evaluation report which provides a comprehensive description of the program, including but not limited to the following areas: organization and administration, financial support, curriculum, faculty, admissions, student services, advisory committee, library, and physical plant. An on-site visit to the program is conducted by representatives of the Association if the contents of the self-evaluation report indicate compliance with the ABA Guidelines.

For an initial approval, the inspection team is chaired by a member of the Approval Commission of the Standing Committee on Paralegals, or a specially designated past commissioner, and consists of a lawyer, an experienced paralegal or a director of another institution’s program. On a reapproval visit, the team, which is again chaired by a member of the Approval Commission, or a specially designated past commissioner, includes two of the previously mentioned groups. The purpose of the on-site visit is to verify the information provided in the self-evaluation report and to acquire supplementary information helpful to making an evaluation and which can only be obtained through the person-to-person contact and the observation the visit affords. The visit is conducted over a one and one-half day period and consists of a series of meetings with the advisory committee, students, faculty and other individuals involved to a lesser extent and in some aspect of the program, such as the registrar, financial officer, placement coordinator and admissions and counseling staff. The team also observes legal specialty classes in session and may inspect various program data, such as detailed curriculum materials, admission and placement records, student evaluations of faculty members, and courses.

Following the on-site visit a written report is prepared by team members. The Approval Commission reviews the evaluation report and makes its recommendations to the Standing Committee on Paralegals, which in turn, submits its recommendation to the American Bar Association House of Delegates for final action.

The Standing Committee on Paralegals has completed review of the programs identified below and found them to be operating in compliance with the Guidelines for the Approval of Paralegal Education Programs and is, therefore, recommending that approval be granted.

Irvine Valley College, Paralegal Studies Program, Irvine, CA
Irvine Valley College is a community college accredited by the Western Association of Schools and Colleges. The College offers an Associate of Science Degree and a Certificate of Achievement in Paralegal Studies.

Baton Rouge Community College, Paralegal Studies Program, Baton Rouge, LA
Baton Rouge Community College is a community college accredited by the Southern Association of Colleges and Schools. The College offers an Associate of Applied Science Degree in Paralegal Studies.

Molloy College, Paralegal Studies Program, Rockville Centre, NY
Molloy College is a four-year college accredited by the Middle States Association of Colleges and Schools. The College offers a Certificate in Paralegals Studies and a Paralegal Studies Minor.

The following schools were recently evaluated for reapproval. Having demonstrated compliance with the Guidelines for the Approval of Paralegal Education Programs, the Standing Committee on Paralegals recommends that reapproval be granted to the following paralegal education programs:

Los Angeles City College, Paralegal Studies Program, Los Angeles, CA
Los Angeles City College is a community college accredited by the Western Association of Schools and Colleges. The College offers an Associate of Arts Degree in Paralegal Studies.

University of New Haven, Legal Studies Program, West Haven, CT
University of New Haven is a four-year university accredited by the New England Association of Schools and Colleges. The University offers a Bachelor of Science Degree in Legal Studies: Paralegal Concentration, an Associate of Science Degree in Legal Studies and a Certificate in Paralegal Studies.

St. Petersburg College, Legal Studies Program, Clearwater, FL
St. Petersburg College is a four-year college accredited by the Southern Association of Colleges and Schools. The College offers an Associate of Science Degree in Paralegal Studies, a Bachelor of Science Degree in Paralegal Studies and a Post-Baccalaureate Certificate in Paralegal Studies.

Georgia Piedmont Technical College, Paralegal Studies Program, Covington, GA
Georgia Piedmont Technical College is a two-year technical college accredited by the Southern Association of Colleges and Schools. The College offers an Associate of Applied Science Degree in Paralegal Studies and a Post-Baccalaureate Certificate in Paralegal Studies.

Herzing University, Legal Studies Program, Atlanta, GA
Herzing University is a four-year university accredited by the Higher Learning Commission. The University offers a Bachelor of Science Degree in Legal Studies and an Associate of Science Degree in Legal Assisting/Paralegal Studies.
Wilbur Wright College, Paralegal Program, Chicago, IL
Wilbur Wright College is a community college accredited by the Higher Learning Commission. The College offers an Associate of Applied Science Degree in Paralegal Studies.

Des Moines Area Community College, Legal Assistant Program, Des Moines, IA
Des Moines Area Community College is a community college accredited by the Higher Learning Commission. The College offers a Paralegal Associate of Applied Science Degree and a Paralegal Certificate.

Finger Lakes Community College, Paralegal Program, Canandaigua, NY
Finger Lakes Community College is a community college accredited by Middle States Association of Colleges and Schools. The College offers an Associate of Applied Science Degree in Paralegal Studies and a Certificate in Paralegal Studies.

Monroe Community College, Paralegal Studies Program, Rochester, NY
Monroe Community College is a community college accredited by Middle States Association of Colleges and Schools. The College offers a Certificate in Paralegal Studies.

SUNY Rockland Community College, Paralegal Studies Program, Suffern, NY
SUNY Rockland Community College is a community college accredited by Middle States Association of Colleges and Schools. The College offers an Associate of Applied Science in Paralegal Studies and a Post-Associate Certificate in Paralegal Studies.

South University, Paralegal and Legal Studies Program, Columbia, SC
South University is a four-year university accredited by the Southern Association of Colleges and Schools. The University offers a Bachelor of Science Degree in Legal Studies and an Associate of Science Degree in Paralegal Studies.

Brightwood College, Paralegal Studies Program, Nashville, TN
Brightwood College is a Business College accredited by the Accrediting Council for Independent Colleges and Schools. The College offers an Associate of Applied Science in Paralegal Studies and a General Practice Paralegal Certificate.

Pioneer Pacific College, Legal Assistant/Paralegal Program, Wilsonville, OR
Pioneer Pacific College is a Business College accredited by the Accrediting Council for Independent Colleges and Schools. The College offers an Associate of Applied Science Degree in Paralegal/Legal Assistant.

The following paralegal education programs are recommended for withdrawal of ABA approval, at the request of the institutions:

Baker College, Paralegal Program, Jackson, MI
Baker College is a four-year college accredited by the Higher Learning Commission. The College offered a Paralegal Associate of Applied Science Degree.
Gannon University, Legal Studies Program, Erie, PA

Gannon University is a four-year university accredited by Middle States Association of Colleges and Schools. The University offers a Bachelor of Arts Degree in Legal Studies, an Associate of Arts Degree in Legal Studies and a Certificate in Legal Studies.

Applications for reapproval have been filed by the following schools and are currently being evaluated. Until the evaluation process has been completed, the Committee recommends that the term of approval for each program be extended until the 2019 Annual Meeting of the American Bar Association House of Delegates.

Faulkner University, Legal Studies Program, Montgomery, AL;
South University, Paralegal Studies and Legal Studies Program, Montgomery, AL
California State University, Paralegal Studies Program, Los Angeles, CA;
West Los Angeles College, Paralegal Studies Program, Culver City, CA;
University of San Diego, Paralegal Program, San Diego, CA;
Community College of Aurora, Paralegal Program, Denver, CO;
Miami Dade College, Paralegal Studies Program, Miami, FL;
Kapiʻolani Community College, Paralegal Program, Honolulu, HI;
Midstate College, Paralegal Studies Program, Peoria, IL;
Ball State University, Legal Studies, Muncie, IN;
Anne Arundel Community College, Paralegal Studies Program, Arnold, MD;
Bay Path University, Legal Studies, Longmeadow, MA;
Macomb Community College, Legal Assistant Program, Warren, MI;
Winona State University, Paralegal Program, Winona, MN;
New Hampshire Technical Institute, Paralegal Studies Program, Concord, NH;
Atlantic Cape Community College, Paralegal Studies Program, Mays Landing, NJ;
Rowan College at Burlington County, Paralegal Program, Pemberton, NJ;
Union County College, Paralegal Studies Program, Cranford, NJ;
Hofstra University, Paralegal Studies Program, Hempstead, NY;
Schenectady County Community College, Paralegal Studies, Schenectady, NY;
Westchester Community College (SUNY), Paralegal Studies Program, Valhalla, NY;
Methodist University, Legal Studies Program, Fayetteville, NC;
South College, Asheville, Legal/Paralegal Studies Program, Asheville, NC;
Fayetteville Technical College, Paralegal Technology Program, Fayetteville, NC;
National American University, Paralegal Studies Program, Sioux Falls, SD;
University of Tennessee Chattanooga, Legal Assistant Studies Program,
   Chattanooga, TN;
Chattanooga State Community College, Paralegal Studies Program,
   Chattanooga, TN;
Southwest Tennessee Community College, Paralegal Studies, Memphis, TN;
Texas A&M University Commerce, Paralegal Studies Program, Commerce, TX;
American National University, Paralegal Program, Salem, VA;
Milwaukee Area Technical College, Paralegal Program, Milwaukee, WI.
Respectfully submitted,

Chris S. Jennison
Chair, Standing Committee on Paralegals
January 2019
GENERAL INFORMATION FORM

Submitting Entity: Standing Committee on Paralegals

Submitted By: Chris S. Jennison, Chair

1. Summary of Resolution(s).

This Resolution recommends that the House of Delegates grants approval to three programs, grants reapproval to thirteen paralegal education programs, withdraws the approval of two programs at the requests of the institutions, and extends the term of approval to 31 paralegal education programs.

2. Approval by Submitting Entity.

This resolution was approved by the Standing Committee on Paralegals in October 2018.

3. Has this or a similar resolution been submitted to the House or Board previously?

This resolution has not been previously submitted.

4. What existing Association policies are relevant to this resolution and how would they be affected by its adoption?

This resolution supports the Guidelines for the Approval of Paralegal Education Programs, as adopted by the House of Delegates.

5. If this is a late report, what urgency exists which requires action at this meeting of the House?

N/A

6. Status of Legislation. (If applicable.)

N/A

7. Brief explanation regarding plans for implementation of the policy, if adopted by the House of Delegates.

Approved programs are notified of the action of the House of Delegates by the Standing Committee on Paralegals. The programs are monitored for
compliance during the approval term by the Standing Committee.

8. **Cost to the Association.** (Both direct and indirect costs.)

   None

9. **Disclosure of Interest.** (If applicable.)

   N/A

10. **Referrals.**

    None

11. **Contact Name and Address Information.** (Prior to the meeting. Please include name, address, telephone number and e-mail address.)

    Jessica Watson  
    Manager, Paralegal Programs  
    Standing Committee on Paralegals  
    American Bar Association  
    321 North Clark Street  
    Chicago, IL 60654  
    (312) 988-5757  
    E-Mail: Jessica.Watson@americanbar.org

12. **Contact Name and Address Information.** (Who will present the report to the House? Please include name, address, telephone number, cell phone number and e-mail address.)

    Chris S. Jennison  
    2808 Village Lane  
    Silver Spring, MD 20906  
    (301) 538-5705  
    E-Mail: chris.s.jennison@gmail.com
EXECUTIVE SUMMARY

Submitting Entity: Standing Committee on Paralegals
Submitted By: Chris S. Jennison, Chair

1. Summary of the Resolution

This Resolution recommends that the House of Delegates grants approval to three programs, grants reapproval to thirteen paralegal education programs, withdraws the approval of two programs at the requests of the institutions, and extends the term of approval to 31 paralegal education programs.

2. Summary of the issue which the Resolution Addresses

The programs recommended for approval and reapproval in the enclosed report meet the Guidelines for the Approval of Paralegal Education Programs. The programs recommended for withdrawal of approval in the enclosed report have requested that approval be withdrawn.

3. Please Explain How the Proposed Policy Position will address the issue

The programs recommended for approval, reapproval, and withdrawal of approval in this report have followed the procedures required by the Association and are in compliance with the Guidelines for the Approval of Paralegal Education Programs.

4. Summary of Minority Views

No other positions on this resolution have been taken by other Association entities, affiliated organizations or other interested group.