

INSTRUCTIONAL FACULTY CONSORTIUM COMMITTEE (IFCC)

PARALEGAL STUDIES MEETING MINUTES

Meeting Leader: Keisha Hudson

Recorder: Celia Murray

Location: State Bar Headquarters, Savannah, Georgia

Date: Thursday, August 30, 2018

Time: 10:00 AM

Attendees: Keisha Hudson, Atlanta Technical College; Debra Geiger, Savannah Technical College; Celia Murray, Georgia Piedmont Technical College; Kye Haymore, Georgia Piedmont Technical College; Adam Grubbs, Southern Crescent Technical College; Tony Jones, Southern Regional Technical College; Joe Pride, Augusta Technical College; Jackie Hightower, Central Georgia Technical College; Hoganne Walton, Central Georgia Technical College; Patricia Smith, Athens Technical College; Diane Hess, Athens Technical College; Kelly Lanier, Coastal Pines Technical College; Lonnie Griffin, Dean, Savannah Technical College; Amy O'Dell, TCSG

AGENDA TOPICS

AGENDA TOPIC	DISCUSSION SUMMARY
Welcome	IFCC Chair Keisha Hudson (Atl Tech) called the meeting to order and welcomed all including Amy O'Dell, TCSG Curriculum Program Specialist.
Approval of Minutes	The minutes of the March 2, 2018, meeting were approved without amendment or objection. Motion by Kye Haymore, second by Keisha Hudson.
TCSG Updates	Amy O'Dell advised she had assumed her new role at TCSG on August 1, 2018. Amy announced her plans to visit IFCC member programs over the coming year or two, and was welcomed by all participants in the meeting.
Updates from Colleges	<p>Debra Geiger (Sav Tech) advises her dean resigned and a replacement has not yet been named. Debra will host her annual career event during the spring semester. Career professionals and college personnel will conduct mock interviews of students, providing feedback and tips. College career services will assist students with resumes. Debra will share her materials with members of the IFCC.</p> <p>Adam Grubbs (So. Crescent Tech) advises his program is growing.</p> <p>Kye Haymore (Ga Piedmont Tech) advises GPTC is offering a technology course developed by the National Society for Legal Technology this semester. Kye will update others on success of the course at the spring meeting.</p> <p>Keisha Hudson (Atl Tech) advises she is conducting a career event in September. She will also be conducting her annual civil rights symposium Oct 4, 2018, and welcomes all to attend. Keisha will be published in a liberal arts journal in the near future. Keisha has also started a post-baccalaureate program at ATC.</p> <p>Joe Pride (Augusta Tech) advises that cyber security is a growing field in Augusta and he is exploring ways to incorporate paralegal into that area.</p> <p>Kelly Lanier (CPTC) advises enrollment in her program is up and she is looking at hiring an adjunct.</p> <p>Patricia Smith (Athens Tech) is considering the addition of a post-baccalaureate TCC to boost enrollment.</p>

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	<p>Tony Jones (SRTC) is partnering with the police department on a project to expunge criminal records for eligible persons. SRTC has recently acquired Bainbridge State College.</p> <p>Jackie Hightower (Central Ga Tech) advises CGTC has added a post-baccalaureate TCC. Her program is also using blend-flex to enable students to take courses wherever they are.</p> <p>Hoganne Walton (Central Ga. Tech) advises CGTC is putting the finishing touches on their application for ABA approval.</p>
Student Learning Outcomes Revisions	Keisha Hudson, IFCC Chair, advises that, after two years of work on the project, the revised Student Learning Outcomes for all paralegal courses have been entered in KMS. Keisha thanks all who worked on the project.
New Business	<p>Keisha Hudson advises that the IFCC may want to discuss a formal probe in order to address course competencies, and she will include that item on the spring agenda for further discussion.</p> <p>Kye Haymore (GPTC) suggests more active use of the IFCC list-serve for effective collaboration, sharing of best practices and the like.</p> <p>Kye Haymore suggests that the spring agenda include discussion of polices for accepting transfer credit for paralegal courses.</p>
Next Meeting	Coastal Pines Technical College, March 1, 2019.

ACTION ITEMS	PERSON(S) RESPONSIBLE	DEADLINE
None		

ADDITIONAL COMMENTS/NOTES:

None

Meeting Adjourned: 11:50, am, August 30, 2018

Minutes Submitted By: Celia Murray, IFCC Secretary