



Some of the challenges your faculty continue to face in attempting to hit your program goals with respect to SLOs.

***If enhancements/improvements to your program can be implemented within the division's currently existing structures and allocated resources, then consider this update form complete and submit to your division dean. If enhancements/improvements are identified that require ADDITIONAL resources through the Instructional Planning and Budgeting process, then complete Section IV. (see next page).***

### Annual Program Review Update Form - Spring 2010

#### IV. Resource Requests: (Use this section ONLY if you have a NEW resource request)

Program/Department:

Paralegal Studies

Please submit your top three (or less) choices below in ranked order:

Item Name:	Cost estimate
Stipend for part-time instructors who prepare SLOACs.	\$2,000
More course offerings	\$45,000.00
Library retention	\$17,000.00

What SLO Assessment findings, if any, support and guide the resource request?	N/A
How will the resource allocation specifically enhance your program's services, activities, processes, etc. to improve student learning and achievement?	Stipends for part-time instructors will compensate and encourage them to actively participate in the ongoing SLOAC program. Additional course offerings will allow our students to fulfill their certificate requirements at a more acceptable rate, allow flexibility for those students who are working, and overall, service the needs of the growing student body in the paralegal program which has been hampered by overcrowded rooms and a shortage of course offerings due to budget cuts. Finally, legal periodicals are a critical component of a paralegal's education, and need to be maintained and kept up to date. Next year, the budget cuts have forced the library to abandon the upkeep of the legal library. Additionally, an up to date library is a requirement for our program's ABA accreditation.
How will the resource enhance your program with respect to the College mission or Strategic initiatives and/or your program's goals for improvement as stated in your last program review?	More courses will lead to better class room management, student attention from the instructors and better student learning outcomes. Payment for the additional time and efforts required of our part-time staff will facilitate the SLOAC process and yield better results/enhancements and participation. And an up to date legal library, as stated earlier, is critical to the continuing viability of the paralegal program and ABA accreditation.

<p>Other information that may be important to support your request?</p>	<p>The paralegal field is a growing market, requires the additional training of a paralegal program for employment in field, and is therefore, a program which will continue to grow in the short and long foreseeable future. It is worth investing in, improving upon and supporting. Our reputation, which is currently excellent in the community and state, is worth protecting - and expanding.</p>
<p>If applicable, please describe why you do not have enough funding within your current budget allocation for this request.</p>	<p>Because all of our funds are being utilized for the basic and necessary expensed required to run the program.</p>