

Program Learning Report

Program Name: Paralegal

Date: October 1, 2012

Author: Susan Jaworowski

Note: this PLO was first assessed in Sp 09 and will be assessed again in Fall 2012

Program SLOs	Evidence of Industry Validation (CTE programs)	Expected Level of Achievement	COURSE(S) ASSESSED	Assessment Strategy/ instrument	Results of Program Assessment ¹	Next Steps ²
Communication Demonstrate oral and written skills required in legal settings (e.g., convey knowledge and ideas clearly and precisely).legal and court documents).	Paralegal Advisory Committee, and American Bar Association Approval review	70% score or better	All LAW courses	Assignments, presentations	70% of students either Met Expectation or Exceeded Expectation	Increase percentage of students to 75%

Please complete the table above. Please also submit:

¹ Results of program assessment: % of students who met the outcome(s) and at what level they met the outcome(s)

² Next Steps: what will the program do to improve the results? Next steps can include revision to syllabi, curriculum, teaching methods, student support, and other.

Program SLO Assessment Report

1. Grid showing alignment of courses to program outcomes
2. If the program outcomes have not all been assessed this year, please include an assessment plan: what outcomes will be assessed, when they will be assessed and how will they be assessed

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<p>Critical Thinking: Demonstrate basic principles of legal analysis and apply critical thinking skills. (e.g., integrate and synthesize concepts, generate options, and make logical and rational decisions).</p>	<p>Paralegal Advisory Committee, and American Bar Association Approval review</p>	<p>70% score or better</p>	<p>All LAW courses</p>	<p>Assignments, presentations, discussion boards</p>	<p>70% of students either Met Expectation or Exceeded Expectation</p>	<p>Increase percentage of students to 75%</p>

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Interpersonal Skills: Demonstrate adaptability, flexibility, and sensitivity in working with diverse types of people, identify and resolve problems and disputes (e.g., establish effective working relationships with attorneys, coworkers, clients, and	Paralegal Advisory Committee, and American Bar Association Approval review	70% score or better	LAW 105 LAW 140 LAW 181 LAW 202 LAW 236 LAW 293P/S	Group exercises, teamwork	70% of students either Met Expectation or Exceeded Expectation	Increase percentage of students to 75%.

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Professionalism Demonstrate organizational skills to perform and prioritize assignments and utilize time efficiently. (e.g., manage workflow, adhere to procedural deadlines, use resources and time efficiently)	Paralegal Advisory Committee, and American Bar Association Approval review	70% score or better	LAW 102 LAW 104 LAW 105 LAW 111 LAW 121 LAW 145 LAW 148 LAW 181 LAW 202 LAW 236 LAW 240 LAW 282 LAW 293P	Assignments, rubrics	70% of students either Met Expectation or Exceeded Expectation	Increase percentage of students to 75%, more instructors to use rubrics.

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Technology & Information Literacy: Identify, evaluate, and use appropriate technology and resources to effectively investigate, research, and present legal issues (e.g., conduct library and online legal research, and prepare, edit, and transmit	Paralegal Advisory Committee, and American Bar Association Approval review	70% score or better	LAW 101 LAW 102 LAW 105 LAW 121 LAW 145 LAW 148 LAW 282	Assignments	70% of students either Met Expectation or Exceeded Expectation	Increase percentage of students to 75%

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