WESTERN PIEDMONT COMMUNITY COLLEGE

MINUTES

This form is to be used by all components of the College – Divisions, Committees, Task Forces, etc. – to record the proceedings of their meetings. Additional pages can be attached if necessary.

Component: Paralegal Advisory Board
Chairman: Neal Bevans, Program Coordinator
Date & Time of Meeting: October 2, 2014, 6 p.m.
Members Present: Jane Huffman, Paula Barnes, Steve Lian, Lisa Childress, Starla Hoke, Sharyn Roberton
Members Absent: Andrew Cogdell
Guests Present: Deborah Conner, President Paralegal Association
Forward Additional Copies to: Dr. Michael Helmick, Dr. Chad Bledsoe, Atticus Simpson, Sandra Hoilman and WPCC Minutes *(WPCC Minutes is listed on Outlook.)*

(Please give a brief summary of discussion and a description of all action taken.)

After getting box dinners from Moore Hall, members of the Advisory Board proceeded to the Student Lounge on the ground floor of Carr Hall where they were given an official meeting by Terri Ollis, standing in for Dean McKesson. Following the greeting, the members of the Paralegal Advisory board proceeded to Carr Hall Room 128 to begin the meeting.

Neal Bevans addressed the group and asked them to review and comment on the meetings from the last advisory board meeting. No changes were suggested and Sharyn Robertson made a motion that the minutes be approved as presented. This motion was seconded.

Bevans then proceeded to update the board on recent changes and concerns with budgeting state-wide for community colleges and the impact that the budget cuts were having for Western Piedmont Community College in particular. Among the changes contemplated is the distinct possibility that when Steve Lian quits his position at the end of Spring semester 2015, his position will not immediately be filled. Bevans also updated the board on the expansion of the webinar format into other LEX courses. Students have reported great satisfaction with the webinar format because it gives them a chance for live interaction, even if they are attending the class from home.

Bevans also gave a report on the current enrollment statistics. Although enrollment is down by as much as 11% across campus, the paralegal department has seen only an approximate 3% drop in enrollment. However, we continue to promote the program. As one example, Bevans reported that he manned the WPCC booth at the recent Burke County Fair. He is also preparing to reach to members of the Hispanic community by having the current paralegal brochure translated into Spanish.

Bevans also reported that the WPCC Paralegal Program won third place in the NCPA Essay Contest this year, making it a winner for three years in a row. Although the president of the paralegal association was present, because of extenuating circumstances, she was no asked to give an update on the club. Instead, Bevans summarized the recent activities of the Paralegal Association. Among the items currently pending are the "Books 'R Fun" fundraiser which will be held on October 16 and 17th. The members of the paralegal association have also arranged to cover many of the hours that the fund raiser will be held and to assist with sales. On October 17th, several students are planning on attending the Mountain Magic Paralegal Association seminar in Asheville, North Carolina. Mr. Lian will be giving a presentation on ethics in the morning and sitting in on a panel discuss in the afternoon.

After making his reports, Bevans opened up the floor for discussion from the members of the advisory board. Sharyn Robertson stressed the need for greater outreach to the Hispanic community, given the Census data showing this group at the fastest growing minority population the area. Jane Huffman discussed recent proposed legislation that might make it more difficult to obtain electronic discovery in cases and suggested that the Paralegal Program place even greater emphasis on electronic

discovery in its Civil Litiation class. Mr. Lian assured her that he was already training students in electronic discovery, including the recovery of metadata, but agreed that continuing emphasis would be a good idea.

There being no other business, the Advisory adjourned at 7:15 p.m.

Respectfully submitted, this the 13th day of October, 2014.

Neal R. Bevans

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