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DON'T MISS PORTLAND, OR
OCTOBER 28-31, 2009

The Sidebar

Mark Your Calendars!

The 21st Century Paralegal will arrive in Portland October 28 - 31, 2009. We want you to be part of the excitement! While you are enjoying your summer solstice, remember that October is just around the corner. The National Conference Committee invites you to meet your peers for some foundational sessions, a little technology, and a look at the future. We have created a vast array of opportunities to learn some new things or enhance what you do, participate in the operation of the association through the business meeting, collaborate with the ABA and other law-related organizations, and visit with vendors. We think you will find plenty to do and take home lots of information to use long after you leave Portland.

We begin with a bang on Wednesday so plan to arrive early. There will be pre-conference, ABA report-centered, and program sessions. If you are a new director, new faculty, or are a first-time attendee at conference, plan to attend the Newcomer Orientation and learn about the association and how you can become involved. Thursday is full with



American Association for Paralegal Education
28TH ANNUAL CONFERENCE
Portland, Oregon • October 28-31, 2009

the Open Forum and Meet the Candidates first thing. Thursday has two teaching competitions. The first is our annual teaching competition sponsored by Cengage. The second, sponsored by Prentice-Hall, is a competition focusing on teaching in distance education. We also have sessions on program assessment from the ABA gurus. Friday starts with the annual business meeting and then a full day of sessions. Saturday's sessions are nothing to take lightly. From client management to meeting with recruiters, the sessions will be worth your time.

Come early and stay late. AAFPE and Portland have a lot to offer you in 2009. We look forward to seeing you!

•••• **Online Registration Opens April 15th** ••••

REMINDERS

**Cengage Learning
Excellence in
Teaching
Competition**
accepting entries
Pages 2

**AAfPE Board of
Directors Elections**
accepting
nominations
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Greetings from Portland, Oregon!

Mary Carol Parker
Maryville University
AAfPE Board Member

I am Mary Carol Parker, your AAFPE North Central Regional Director. I recently attended the board of directors meeting in Portland and I just wanted to share with you some great things about the location of our next annual conference. First, in response to many of the comments of our members regarding available dining locations and activities within walking distance of the hotel, have no fear. Portland is a city designed for traveling by foot, trolley and train. There are several great eating establishments within easy walking distance of the hotel. Last night I ate Cuban food; tonight I am out for a more traditional seafood dinner. Whatever type of food tickles your palate, you can find it here.

For those of you with the shopping bug, you can take an hour break, go shopping, and be back in time for your next break out session. The museums of art and history are also within walking distance of the hotel. There are paths along the river for walks and trams up the sides of mountains if you just want to enjoy the natural beauty of the city.

The rooms at the Marriott are wonderful and have outstanding views of both the Willamette River and Mount Hood. You will find the size of the hotel very manageable for those of you overwhelmed by our Dallas location. The meeting rooms are together and navigating your way around both inside and outside the hotel is a snap.



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Photo credit © 2009 iStockphoto.com/DaveAlan

In addition to the informative and useful presentations at the conference, the networking opportunities it provides, and the one on one contact with the ABA we always find

helpful, I think you will fall in love with this city as much as I. It is very affordable. The hotel is reasonably priced with many amenities. Wireless access throughout the hotel is available for a small price. Deals on airfares are out there. Our board members from the east were able to get airfares for under \$300.

Start planning now. You will not want to miss out on this opportunity to brush up on your teaching skills and content as well as learn more about what works for others and what does not in their roles as paralegal educators. I look forward to October and the chance to see each of you in Portland.

EXCELLENCE IN TEACHING AWARD COULD BE YOURS

Cengage Learning is again sponsoring the Excellence in Teaching Award at our conference in Portland. Enter! The **winner receives \$500** and the applause from your colleagues. Applicants must submit a proposal of no more than 300 words to Mary Kubichek (kubichek@caspercollege.edu) by August 14, 2009. This year's Teaching Competition is Thursday, October 29, 2009 from 9:45-11:00 a.m.

Applicants will be notified no later than the second week in September if they have been selected to compete. Your presentation should be one that your audience can copy and use in their classrooms. Former winners are the judges, the entire audience provides feedback.

If you have competed before and did not win, please try again. Also, remember to pretend that your audience members are paralegal students, not your peers.

Contestants are responsible for their own handouts and other presentation aids. (See the judging rubric on page 3.) If you have questions or need your arm "twisted" to enter, contact Mary Kubichek, 307-268-2618. She will provide guidance and TLC. Please enter. We promise to clap loudly.

Submission Deadline:
August 14, 2009

Cengage Learning Excellence in Teaching Competition Rubric 2009

**Circle the appropriate points.
Ten (10) is the best. 100 Points is the maximum.**

		POINTS
Introduction	<ul style="list-style-type: none"> • Introduce yourself to establish credibility 	1 2 3 4 5 6 7 8 9 10
Topic	<ul style="list-style-type: none"> • Introduce topic • Explain why the topic is necessary for paralegal students 	1 2 3 4 5 6 7 8 9 10
Application	<ul style="list-style-type: none"> • Application to paralegal skills, knowledge or job competencies 	1 2 3 4 5 6 7 8 9 10
Organizational Skills	<ul style="list-style-type: none"> • Attention step, internal summaries, smooth transitions, conclusion, clarity 	1 2 3 4 5 6 7 8 9 10
Support Materials	<ul style="list-style-type: none"> • Effective use of handouts, technology, examples, references, etc. 	1 2 3 4 5 6 7 8 9 10
Preparation	<ul style="list-style-type: none"> • Level of preparation by presenter • Conforms to time limit – shows that contestant has practiced to conform to 10 minutes 	1 2 3 4 5 6 7 8 9 10
Assessment	<ul style="list-style-type: none"> • Reference to rubrics • Reference to samples • Reference to assessment to be used at a later time 	1 2 3 4 5 6 7 8 9 10
Pedagogy	<ul style="list-style-type: none"> • Clear statement of lesson plan objectives • Ties lesson plan to program objectives • Links students' prior knowledge and skills to new knowledge and skills 	1 2 3 4 5 6 7 8 9 10
Advanced Thinking	<ul style="list-style-type: none"> • Encourages independent thinking and understanding rather than rote learning of facts • Stimulates student interest • Provides challenging material 	1 2 3 4 5 6 7 8 9 10
Verbal Delivery and Nonverbal Delivery	<ul style="list-style-type: none"> • Clear and appropriate language • Extemporaneous delivery • Appropriate humor • Enthusiasm • Appropriate eye contact, facial expressions, posture, movement, gestures, and vocal variety 	1 2 3 4 5 6 7 8 9 10

Summary of AAFPE Board of Directors Meeting February 2009

Mission: To provide greater access to legal services by promoting quality paralegal education.

The AAFPE Board of Directors held a Board meeting in Portland, Oregon, beginning on Friday, February 20 and concluding on Sunday, February 22, 2009. The meeting was held at the Portland Marriot Downtown Waterfront, site of the 2009 Annual Conference.

All Board members were present with the exception of Joy Smucker, whose absence was excused. Also participating in the meeting was Gene Terry, AAFPE Executive Director, and participating on Friday only via conference call, Wendy Stevens, Meeting/Exhibits Manager, Erin Hensh, Meeting Manager, and Lisa Astorga, Director, Meeting and Convention Services, all of Talley Management Group.

The Board discussed the 28th Annual Conference to be held October 28-31, 2009. The Board toured the hotel and saw the meeting rooms and other amenities provided at the hotel.

The Board discussed future national conference dates and locations. AAFPE will meet in Indianapolis, Indiana in 2010 and Baltimore, Maryland in 2011. The Board considered options for 2012 and after reviewing cost and location comparisons, the Board agreed on Savannah, Georgia as the location for the 2012 national conference.

The Board established a site selection policy for future conferences. A proposal to make conference materials available for the same price as the conference was tabled to the June Board meeting.

A survey will be developed and sent to members for suggestions to improve or change the membership directory.

The Board continued its work on strategic planning, including a review of earlier strategic planning sessions. The Board discussed revenue stream options, and agreed to collect and package ABA reports from institutions who have successfully obtained seven year re-approval.

The Board considered a request from Anita Tebbe to approve an unexpected vacancy on the ABA Approval Commission. The Board agreed to appoint Pat Adongo of the University of LaVerne to the ABA Approval Commission.

The Board discussed the need for a Whistleblower and Conflict of Interest Policy for compliance with new IRS 990 guidelines. The Board created and adopted a policy that will be made available to members.

The Board reviewed a report submitted by Dora Dye, AAFPE Listserv Manager. The Board considered whether to allow access to sub-listservs to members who were not active in the main listserv. The Board discussed and agreed to apply the criteria to our main listserv to all sub-listservs.

The Board heard or reviewed reports and updates from committee and task force chairs for Technology, Membership, Publications, LEX, and Access to Justice.

Respectfully submitted,
Nancy Caine Harbour
AAfPE President Elect

AAfPE Calendar of Events

2009

June 1

Educator Articles due to Editor for Fall issue

June 1

Board Nomination Forms and Candidate Statements due

June 5-7

Board of Directors Meeting
St. Louis, MO

August 14

Teaching Competition Proposals due

October 28-31

28th Annual Conference
Portland, OR

November 1

Educator Articles due to Editor for Winter issue

ABA Reference Manual

The ABA Standing Committee is in the process of preparing a Reference Manual to assist programs with the ABA approval and reapproval process, including the preparation of interim reports. While still in the planning stage, the Standing Committee would like your input in order to make the reference manual as useful as possible.

Please email suggestions to:
Peggy Wallace,
ABA Staff Counsel, at
WallaceP@staff.abanet.org
by May 15, 2009.

Professional Pursuits

Bernadette Agresti, Director, Legal Studies, Gannon University, Erie, PA, was appointed the university ombudsperson.

Lynn Crossett, Director, Legal Studies Program, Texas State University – San Marcos, is the co-author with William Statsky of the forthcoming book, *The Texas Paralegal: Essential Rules, Documents, and Resources*, to be published by Cengage with an expected 2009 publication date.

Flora Hessling, Chair, Legal Studies Department, Wesley College, Dover, DE, was voted by the faculty to be the convener of the faculty and the Chair of the Academic Affairs Committee. Flora gave remarks on behalf of the faculty at the inauguration ceremony for the installation of the College's new president.

Congratulations to Casper College (Wyoming) for winning the National Council of Instructional Administrator's (NCIA) *Exemplary Initiatives Competition* for "Responding to Community Needs Awards." **Mary Kubichek**, Director, Legal Services

Program, will present on how the college uses paralegals for increasing Access to Justice at the NCIA Convention in April. The Casper College Legal Services Program also received two awards by the National Institute for Staff and Organizational Development (NISOC) for "Engaging Paralegal Students through Service Learning and Workforce Development" and "Innovation Initiative and Service: The Ultimate Learning Experience." Mary will present at the NISOC Conference on how the Casper College incorporates service learning with access to justice in May.

Joan Marler, Director, Paralegal Studies Program, Gainesville State College, Gainesville, GA, was promoted to full professor. Joan has been with the college since January 1995.

Robert Mongue, Associate Professor in the University of Mississippi's Legal Studies Department, reports Carolina Academic press has accepted for publication his book, *The Empowered Paralegal: Surviving and Thriving in the American Law Office*. It will be part of their fall 2009 catalogue.

Congratulations to **Linda Oliver**, Instructor in Chippewa Valley Technical College's Paralegal Program, for being chosen as Wisconsin's Career and Technical Education Teacher of the year by the Wisconsin Association for Career and Technical Education.

Georgana Taggart, Director of Paralegal Studies, College of Mount St. Joseph, Cincinnati, OH, was promoted to full professor.

Cathy Underwood, Paralegal Instructor, Pulaski Technical College, Little Rock, AK, was recently appointed Chair of a new online legal research committee with the Arkansas Bar Association. Cathy also received the Star Award from Pulaski Technical College for teaching excellence.

Laurel Vietzen, Coordinator of Paralegal Studies at Elgin Community College (IL), published two books by Aspen Publishers – *Understanding, Creating and Implementing Contracts and Environmental Law*. *Laurel's Law Office Management* book will be published in April.

YOUR BOARD IN ACTION

Richard Opie, Lakeshore Technical College, AAFPE Board Member

It is no secret that an ongoing source of frustration and concern for many members is the ABA approval and reapproval process. If you doubt that, just post on the listserv anything including the letters "ABA" and watch your inbox fill up with responses. It is no less of a concern for members of the AAFPE Board, most of whom have a dual interest in the topic; that is appropriately representing their constituencies as well as having to participate in the ABA process in their roles as program directors.

To that end, the board recently engaged in formal communications with the ABA Standing Committee on Paralegals regarding improvements in the reapproval process. The letter and suggestions were the result of informal conversations with AAFPE members as well as part of a board discussion of the issues involved.

There were three specific suggestions made to the ABA. First, to change the start date of the reapproval period and make it run from the date of the site visit. Second, to eliminate the requirement that a reapproval application be updated prior to the site visit. Finally, if updating of a reapproval application is deemed necessary, that specificity with regard to the information be provided, rather than a general requirement to update the reapproval report.

As many of you may be aware, and we would like to think in no small part due to the urging of the AAFPE Board letter, the ABA has clarified the requirements for updating a reapproval report prior to a site visit. The gist of the clarification is that while you may be required to update certain items, generally the ABA is taking a "snapshot" approach to the reapproval report. In other words, once you have submitted a satisfactory reapproval report a general request to update the report will not be made. Additionally, if unique circumstances warrant some updates, the request will be specific with regard to the information required.

The ABA also provided a reasonable explanation as to why the date of the reapproval would not run from the date of the site visit.

For those who view this as a small and rather insignificant improvement in the reapproval process, well, you undoubtedly, have never had to update your reapproval application. For everyone involved, this a welcome step forward. Not only is it an improvement in the reapplication process, but also it affirms what we have heard over the years from the individuals on the ABA approval committee; that they are willing to listen to suggestions and, when appropriate, to make changes and improvements in the process.

AAfPE Treasurer's Report to the Membership

Ed Husted, University of Alaska, Fairbanks

Dallas Annual Conference. We are now two-thirds of the way through our fiscal year. The most surprising and encouraging realization thus far is that we operated the annual conference last October in Dallas in the black. After two years in which the annual conference lost money for AAfPE, Tampa (2005) and New Orleans (2006), we have now restored the annual conference to its former status as an income stream; Baltimore (2007) and Dallas (2008). Although we made less in Dallas than proposed in our budget, we also spent less than budgeted. As a result, our net for the conference was a bit over \$3900. This is not a significant net income; however, many were concerned the Dallas conference would provide us with a net loss, so any income at all has been a pleasant surprise.

Although a separate line item in our budget, I consider the income from vendor exhibits as part of our annual conference. For Dallas, our net income from this category was \$13,873. Thus, if we add the two figures together, the annual conference in Dallas provided AAfPE with a total net income of \$17,773.

Future Annual Conferences. Our management company has advised the board of directors that income from vendor exhibits is becoming more limited for all its clients. Considering the current recession, it is likely this downward trend will continue. With many of our members facing travel restrictions or outright travel bans, and without a dependable income stream from vendors, the board of directors will likely find itself under pressure to further reduce our conference expenses for the upcoming Portland conference. This has presented the board with some challenging issues. How much more can we cut without taking away the "specialness" most members look forward to when attending an AAfPE conference?

While the main purpose of the annual conference, and of AAfPE in general, is obviously educational, to provide helpful ideas and useful resources to our members, the annual conferences also are for many a special event which serves as a high point of the year. The conferences provide a chance to get away for a few days, enjoy a new city, meet with friends we may see only once or twice a year, and participate in extra-curricular events that are at least a step above the ordinary. What expenses remain that the board can cut without reducing the annual conference from something special to something mundane,

or as the dictionary defines it, "something lacking interest or excitement?"

A good illustration: For the first time, members who attended the Dallas conference did not receive a three-ring binder containing all conference materials, including advance information on each session. This reduction in expense alone saved AAfPE \$6000. Most in attendance accepted this cost-cutting measure. But some found the lack of a binder hindered their ability to plan in advance which session would be most helpful to them. In other words, this was a cost-cutting measure which, for some, directly impacted their ability to gain as much as possible from the conference.

Other examples: Over the past three years, after suffering heavy losses in Tampa and New Orleans, the board has carefully considered and put into place a variety of other cuts in the expenses for our conferences. Those who have been attending AAfPE conferences for several years have recognized a steady decrease in the amenities available. 1) We no longer have an expensive gala dinner during the annual conference. (The board reduced a planned sit-down dinner event in Baltimore from \$23,000 to a \$13,000 tour of a museum with hors d'oeuvres. Fortunately, we were in Dallas at the same time as the Texas State Fair, which provided an exciting event for some at little cost to AAfPE). 2) Refreshments available during the day have been diminished to the bare essentials, often a tray of cookies and a bottle of water. (An urn of coffee may cost as much as \$85.) 3) The board is tending to select venues for our annual conference based as much on which locale is closest to the largest block of members, rather than to an interesting city where many members have never been; thus, we return to Baltimore in 2011 (but to a different hotel.)

The Portland Annual Conference. If I may include a "plug" for Portland, Oregon, it is my favorite city. I have visited friends there several times. The conference hotel is downtown, right on the river, and within easy walking distance of a variety of stores and restaurants. Portland has a superb public transportation system. The train runs right to the airport. I am confident in assuring AAfPE members that they will find Portland as one of the top locales our association has visited.

[continued](#)

Regional Conferences. Over the past several years, it has been rare that any regional conference has lost money. However, we have conservatively budgeted this spring's regionals to not provide a major revenue stream. In fact, the budget predicts the five regionals together will net only \$1500. Hopefully, attendance at this spring's regionals will be exceptional so that, like the Dallas conference, our budget will be pleasantly surprised.

Interest Income. Needless to say, we will not realize much income this year from interest, especially on our sweep account. We do have two CD's of \$50,000 each which have locked in 3.92% until September 2009 and 3.45% until May 2011, both very good rates in today's market.

However, the income we have enjoyed over the past two years from investing our checking account in the Goldman Sachs sweep account has evaporated. Our interest income is well below budget, less than \$3000 earned to date which is only about one-third of our budgeted income for the fiscal year.

AAfPE's finances remain in good shape. We have roughly \$250,000 in the bank. When I look back over the three and a half years I have been treasurer, and recall some of the financial setbacks we suffered during that time, the board of directors has managed our association's assets very well. While the nation's current economic setbacks will present some unique problems over the upcoming months, AAFPE should be able to maintain solid finances with the continued participation and support of the membership.

We Need You!

HONORARY MEMBERSHIP IN AAFPE

Each year, up to two persons who have provided outstanding service to AAFPE, but are no longer involved in paralegal education, are conferred with honorary lifetime membership. A list of previous honorees can be found on pages 137-138 of your 2008 AAFPE Directory. This past year's honoree was Bob LeClair.

A nominee must have two (2) letters of recommendation from two (2) different AAFPE member institutions.

If you are interested in nominating someone for this achievement, please send your letters of recommendation, on institution letterhead, to: Carolyn Smoot, Southern Illinois University, Mailcode 4540, Carbondale, IL 62901 with a copy to AAFPE Headquarters, Attn: Gene Terry, 19 Mantua Road, Mt. Royal, NJ 08061.

Assessment Tool Project

Laurel Vietzen, Elgin Community College

After a little arm-twisting by our fearless leader, Carolyn, I have agreed to undertake a project that will benefit all of us: compiling assessment tools in an easy-to-use format. As you are aware, our regional accrediting bodies and the ABA are encouraging all educational programs to move away from traditional testing as the sole assessment tool for student learning. Based on my own experience and my discussions with colleagues, I know that even those of us who started early are feeling a bit overwhelmed by the need for tools to assess at the program level, the course level, and even the assignment/goal level. Many of our institutions have resources for assessment of general education courses, but we need to assess paralegal skills. We need to put our heads together on this.

What do I need from you? Your best assessment tools. Please send me whatever you have used for assessment at the program level, at the course level (whether capstone course or substantive course), at the "goal" level (e.g., assessment of "Students will understand prohibitions on unauthorized practice of law"), or at the individual assignment level (e.g., rubric for a case brief). Also tell me how you've gotten your teachers to use these tools (if appropriate), how you have used the results, and anything else that would be valuable to your colleagues. **Please send materials directly to lvietzen@elgin.edu.**

I'd like to have these by mid-May, because I plan to spend the summer secluded on an island (not joking) classifying these, polishing them up, creating the narrative to accompany the instruments, and putting them into a format that you can use. The AAFPE staff is prepared to spring into action so that you can purchase the finished product in Portland in October. I know I am going to be swamped with responses, so thanks in advance!

Location...Location...Location

One of the greatest challenges facing the Board of Directors each year is selecting sites for future Annual Conferences. Quality and affordability are the prime considerations. The Board and Talley Management Group seek cities which are easy to get to at reasonable cost, provide comfortable yet inexpensive hotels, and provide interesting and fun places to visit. It isn't easy to pull off this balancing act.

With a knowledgeable and credentialed staff encompassing over 125 years of corporate meeting planning and exhibits and sponsorship experience, Talley Management Group is able to utilize its combined buying power with all major U.S. hotel chains as leverage to negotiate favorable contracts.

The Board tries to rotate the conferences between the Western, Eastern and middle sections of the country. We may find a reasonable hotel, but the airfare to the city is expensive. The Board has to select a site three years in advance of the Conference. Hotels may demand a contingency percentage to

cover increased costs. The Conference Committee's goal is a robust program with many tracks, which means AAFPE needs a lot of break-out rooms. But the number of attendees (or "heads in beds" to use hotel lingo), from the hotel's perspective, doesn't justify the number of break-out rooms.

At every conference, members ask why there isn't any coffee (or soda or bottled water) at breaks. Or they want to know why breakfast isn't provided each day. The simple answer is that it may just cost too much. An urn of coffee is \$30 per gallon in Tulsa, Oklahoma, but it costs \$70 per gallon in Dallas, Texas. Soft drinks and bottled water regularly run between \$2.50 and \$4.50 per can or bottle. A modest continental breakfast in St. Louis costs \$16.50 a person; in Dallas it's \$23. These costs do not include tax (usually 7 – 9%) or the hotel service charge (usually 20 – 21%).

The Board continues to try to find ways to hold the line financially and keep the conferences affordable.

CALL FOR NOMINATIONS – AAFPE ELECTIONS

At the Annual AAFPE Conference in Portland, OR, AAFPE institutional members will be electing officers and directors for the following positions:

President-elect: This individual serves a 3-year term, beginning as President-elect, whose major responsibility is chairing the AAFPE Membership Committee. This individual's institution must be an institutional member of AAFPE. Upon assuming the Presidency in the 2nd year, this individual will help guide AAFPE and act as its voice and then, in the 3rd year, mentor the incoming President and President-elect.

Director, Northeast Region: Serving a 3-year term, this individual must represent an institutional member of the Northeast region, and will act as the region's liaison to the AAFPE Board of Directors. A regional Director also assists the President-elect in the annual membership drive and local hosts in the preparation of the annual regional conference.

Director, Pacific Region: Serving a 3-year term, this individual must represent an institutional member of the Pacific region, and will act as the region's liaison to the AAFPE Board of Directors. A regional Director also assists the President-elect in the annual membership drive and local hosts in the preparation of the annual regional conference.

Director, Associate Programs: Serving a 3-year term, this individual's institution must be an institutional member of AAFPE and maintain an associate program. This director's pri-

mary responsibility is to represent all AAFPE associate programs and liaise on their behalf with the Board.

Director, Baccalaureate Programs: Serving a 3-year term, this individual's institution must be an institutional member of AAFPE and maintain a baccalaureate program. This director's primary responsibility is to represent all AAFPE baccalaureate programs and liaise on their behalf with the Board.

AAfPE Nominee to the ABA Approval Commission – Associate Programs: The person, elected by AAFPE members, will be nominated to serve a one-year term beginning in August 2010 with possible reappointment to a maximum of three years. This individual's institution must be an institutional member of AAFPE.

Candidate statements for publication in the Fall issue of *The Paralegal Educator* must be **submitted no later than June 1, 2009 via email to AAFPE Executive Director Gene Terry at gterry@talley.com or via mail to AAFPE headquarters, 19 Mantua Road, Mt. Royal, NJ 08061.**

Candidate statements should be approximately 500 words. Please include your name, your position at your institution, why you are seeking this position, what qualifications make you a good candidate and your vision for AAFPE. Questions about the nomination process should be directed to Marisa Campbell, Chair, Nominations Committee at campbellma@meredith.edu.

Nomination form on next page

BOARD OF DIRECTORS NOMINATION FORM

Notice of Nomination

I nominate the following individuals:

President-Elect (three-year term)

Director, Northeast Region (three-year term)

Director, Pacific Region (three-year term)

Director, Associate Programs (three-year term)

Director, Baccalaureate Programs (three-year term)

Non-Board Position:

AAfPE Nominee to the ABA Approval Commission – Associate Program Representative
(one-year term with possible reappointment to a maximum of three years beginning Aug. 2010)

I am the designated representative of an institutional member of AAfPE in good standing.

Name _____ Institution _____

Signature _____ Date _____

- Elections will be held during the Annual Conference in Portland, OR October 28-31, 2009.
- Campaign statements are due to AAfPE Headquarters by **June 1, 2009**.
- Candidates for the ABA Approval Commission should also submit a résumé.

Please return this form no later than **June 1, 2009**, along with your candidate statement of approximately 500 words, to AAfPE Headquarters at:

American Association for Paralegal Education
19 Mantua Road Mt, Royal New Jersey 08061