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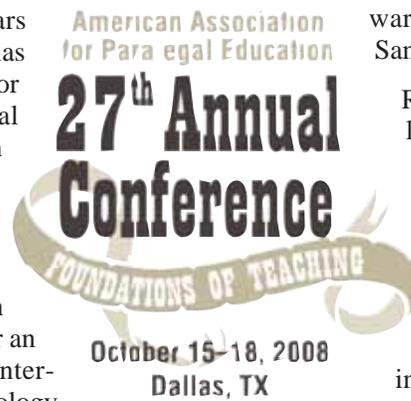


DON'T MISS DALLAS  
OCTOBER 15-18, 2008

# The Sidebar

## Annual Conference in Dallas

Mark your calendars and join us in Dallas October 15 – 18, 2008 for AAFPE's 27th Annual Conference. Kathryn Myers, with the help of Annual Conference Committee members Paul Guymon, Nicholas Riggs and Joan Spadoni, has put together an outstanding program interweaving teaching, technology and content.



ware application for Sanction® or CaseMap®.

Reconnecting with colleagues and networking are always a highlight of any AAFPE conference. Share with old and new friends the richly diverse city Dallas has become, offering a thriving culinary

scene, a leading arts district, trendy entertainment districts and endless shopping opportunities. Within an easy walk from the Conference hotel are the Old Red Courthouse and Museum, Dealey Plaza, the JFK Memorial, and the Sixth Floor Museum.

Join us on Thursday evening for the Texas State Fair (the largest state fair in the country) where there will be live entertainment, amusement rides and plenty to choose from to eat. Reduced fee general admission tickets are available through AAFPE for \$11.50, and round trip transportation to and from the fair grounds will be provided free of charge.

Our Conference will be held at the Hyatt Regency at Reunion, 300 Reunion Boulevard, Dallas, TX 75207 (Phone: 214-651-1234).

Don't forget to register. We look forward to seeing you in Dallas!

There will be more speakers and sessions than ever before. We will have sessions providing foundational information for new members, sessions on technology, and sessions for the seasoned educator who is looking for creative program options. There are general interest roundtables and workshops planned.

As always, the ABA will be a presence at the Conference with Approval, Re-approval and Interim Report sessions, as well as the Open Forum. You also will have the opportunity to meet and get to know an array of vendors in the Exhibit Hall.

Pre-Conference sessions will be offered (at an additional fee) for software applications. A laptop is required for participation, but you will walk away from the workshops with certification in the soft-

### REMINDER

#### INFORMATION EXCHANGE BACK AGAIN IN DALLAS

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#### CENGAGE LEARNING EXCELLENCE IN TEACHING COMPETITION accepting entries.

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# Popular Information Exchange Is Back Again in Dallas

The 2008 AAFPE National Conference in Dallas will feature the new and improved Information Exchange CD. All attendees will receive this CD courtesy of Cengage Learning.

Before summer is over, why not sort out some useful materials that you can share at the Information Exchange and on the new Information Exchange CD! To be on the CD, I need to have you send your contribution to me by mid-September.

We need you to make it meaningful and interesting. Do you have

- 1) An assignment that students reported as fun?
- 2) A service-learning project that served the community and met your course's learning objectives?
- 3) A "game" that engaged students and enhanced their learning experiences at the same time?
- 4) A rubric that changed the way you assessed student outcomes?
- 5) An exciting project in which your advisory committee participated?
- 6) Anything, new or old, that works well in your program?

Send your best practices directly to me, [jsmucker@highline.edu](mailto:jsmucker@highline.edu), as an attachment in a WORD® document. Include a brief description and a title you think best represents the content. I will work with the folks at Cengage Learning to create our own 2008 Information Exchange CD. Plan to bring hard copies to the conference so that your materials can be immediately showcased in the actual exchange room. Yes, we will still have a dedicated room to meet, greet, and share.

I will send out periodic reminder notices about the Exchange and about sending me documents for the CD. I look forward to hearing from you and seeing you in Dallas.

For more information or questions, contact  
Joy Smucker  
Chair, Business Division  
Highline Community College  
2400 S 240th Street  
Des Moines, WA 98198  
(206) 878-3710 ext. 3856

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## Excellence in Teaching Award Could Be Yours

**Cengage Learning** is again sponsoring the Excellence in Teaching Award during our Annual Conference in Dallas. Enter! The winner receives \$500 and the applause of our colleagues. This year's Teaching Competition is Thursday, October 16, 2008 from 9:45 – 11:00 a.m.

Applicants must submit a proposal of no more than 300 words to Mary Kubichek ([mkubichek@caspercollege.edu](mailto:mkubichek@caspercollege.edu)) by September 15, 2008.

Applicants will be notified no later than the last 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.

Contestants are responsible for their own handouts and other presentation aids. If you have questions or need your arm "twisted" to enter, contact Mary Kubichek. Please enter. We promise to clap loudly.

*[See the Cengage Learning Excellence in Teaching Competition Rubric 2008 on page 3](#)*

# Cengage Learning Excellence in Teaching Competition Rubric 2008

<b>Circle the appropriate points. Ten (10) is the best. 100 Points is the maximum.</b>		<b>POINTS</b>
Introduction	<ul style="list-style-type: none"> <li>• Introduce yourself to establish credibility</li> <li>• Introduce topic</li> </ul>	1 2 3 4 5 6 7 8 9 10
Application	<ul style="list-style-type: none"> <li>• Explain why the topic is necessary for paralegal students</li> <li>• Application to paralegal skills, knowledge or job competencies</li> </ul>	1 2 3 4 5 6 7 8 9 10
Topic	<ul style="list-style-type: none"> <li>• Topic development and explanation</li> <li>• Clarity</li> <li>• Sequential explanation</li> </ul>	1 2 3 4 5 6 7 8 9 10
Organizational Skills	<ul style="list-style-type: none"> <li>• Attention step, internal summaries, smooth transitions, conclusion</li> </ul>	1 2 3 4 5 6 7 8 9 10
Support Materials	<ul style="list-style-type: none"> <li>• Effective use of handouts, technology, examples, references, etc.</li> </ul>	1 2 3 4 5 6 7 8 9 10
Preparation	<ul style="list-style-type: none"> <li>• Level of preparation by presenter</li> <li>• Conforms to time limit – shows that contestant has practiced to conform to 10 minutes</li> </ul>	1 2 3 4 5 6 7 8 9 10
Assessment	<ul style="list-style-type: none"> <li>• Reference to rubrics</li> <li>• Reference to samples</li> <li>• Reference to assessment to be used at a later time</li> </ul>	1 2 3 4 5 6 7 8 9 10
Pedagogy	<ul style="list-style-type: none"> <li>• Clear statement of lesson plan objectives</li> <li>• Ties lesson plan to program objectives</li> <li>• Links students' prior knowledge and skills to new knowledge and skills</li> </ul>	1 2 3 4 5 6 7 8 9 10
Advanced Thinking	<ul style="list-style-type: none"> <li>• Encourages independent thinking and understanding rather than rote learning of facts</li> <li>• Stimulates student interest</li> <li>• Provides challenging material</li> </ul>	1 2 3 4 5 6 7 8 9 10
Verbal Delivery and Nonverbal Delivery	<ul style="list-style-type: none"> <li>• Clear and appropriate language</li> <li>• Extemporaneous delivery</li> <li>• Appropriate humor</li> <li>• Enthusiasm</li> <li>• Appropriate use of notes/outline</li> <li>• Appropriate eye contact, facial expressions, posture, movement, gestures, and vocal variety</li> </ul>	1 2 3 4 5 6 7 8 9 10

*In my many years I have come to a conclusion that one useless man is a shame, two is a law firm, and three or more is a congress. –John Adams*

# 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 137-8 of your 2008 AAFPE Directory.

This year the AAFPE Board voted to confer honorary membership on **Bob LeClair**. Bob is a founding member and former president of AAFPE. He was one of the first paralegal program directors in the country, and is a leading light in the Access to Justice movement.

Bob will be recognized at the Annual Conference in Dallas on Friday, October 17, 2008 at the Awards Luncheon.

## Professional Pursuits

**John G. Thomas III**, Program Coordinator at Northampton Community College (NCC), Bethlehem, PA, has been promoted to the rank of Professor. A retired Army JAG officer, Professor Thomas joined the college faculty in 1998 and has been the coordinator of the program since 1999. Under his direction, NCC's program received its initial ABA approval in 2003. At the college's year-end staff appreciation dinner, Professor Thomas was named recipient of the 2008 Christensen Award for Excellence in Teaching.

**Daytona E. Simpson**, a 2008 paralegal graduate of Northampton Community College was awarded the Trustee Leadership Award at the college's annual commencement exercises. The highly prestigious award recognizes an outstanding student and includes an undisclosed financial stipend based upon individual contributions from the college's trustees. Ms. Simpson's accomplishments include being an honors student at NCC, serving as President of the NCC paralegal student club, acting as a tutor in the college learning center, participating in the college's student leadership program, and being inducted into Phi Theta Kappa International Honor Society. She is the second NCC paralegal student to receive the Trustee Award, following in the footsteps of the 2005 award winner, Sharon J. DiSipio.

**Liz Nobis** reports this past fall, AARP invited job seekers age 50 and older to share their vision of the job and enter the AARP "My Dream Job" contest. Over 7,000 people entered the contest nationwide. Lansing Community College student Stephany Humenik, 56, was one of six contest winners based on her essay detailing her return to college to become a paralegal in Elder Law. As a winner, Stephany is receiving one-on-one career coaching from RetirementJobs.com, a Dell laptop computer, a \$500 American Express gift card, and a trip for two to the 2008 AARP Life @ 50+ National Event & Expo in Washington, DC. During interviews since winning, Stephany promotes Lansing Community College and the paralegal program offered there. She has been an active member in LCC's Paralegal Association, serving as secretary for the fall 2007 and spring 2008 semesters.

**Janeene Humphrey** reports that Sheri Varner, a student at the University of North Carolina at Charlotte, was the Third Place Winner of the North Carolina Paralegal Association's 2008 Student Essay Scholarship.

**Marilyn Tayler**, 2007 AAFPE Honorary Member and Professor of Political Science and Law at Montclair State University in New Jersey, has been selected to receive the Dean's Recognition Award for Teaching for her contributions during the 2006-2007 academic year.

## AAfPE Calendar of Events 2008

**2008**

**October 15-18**  
**27th Annual Conference**  
**Dallas, TX**

**November 1**  
**Educator articles due to**  
**Publications Chair for**  
**Winter issue**

**2009**

**February 20-22**  
**Board of Directors Meeting**  
**Portland, OR**

**March 1**  
**Educator articles due to**  
**Publications Chair for**  
**Spring issue**

**April 2-4**  
**North Central Regional**  
**Meeting Chicago, IL**

**April 17-20**  
**Northeast Regional Meeting**  
**Washington, DC**

**April 23-26**  
**Pacific Regional Meeting**  
**Honolulu, HI**

**TBD**  
**South Central Regional**  
**Meeting**

**TBD**  
**Southeast Regional Meeting**

# Summary of AAFPE Board of Directors Meeting June 2008

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

The AAFPE Board of Directors held its June 2008 Board meeting in Dallas, Texas beginning at 3:00 p.m. on Friday, June 27 and concluding at 11:00 a.m. on Sunday, June 29. The meeting was held at the Hyatt Regency at Reunion Hotel, site of the 2008 Annual Conference. All Board members were present with the exception of Ruth Harrison, Pacific Region Director, and Joy Smucker, Secretary, whose absences were excused. Also participating in the meeting were Meridyth Senes, AAFPE Executive Director, and Charles Sapp, Association Management Services Director, both of Talley Management Group. Mr. Sapp participated on Friday afternoon only.

AAfPE President Marisa Campbell noted that there were a few comments from members regarding the Board packet on the website, and that some of the comments brought up good ideas for additions to the agenda. She also recognized support from headquarters staff in getting the information to the membership.

Charles Sapp reported on changes at Talley Management. In order to remedy some past challenges and further TMG's partnership with AAFPE (and other clients), Talley has moved from a divisional structure (by function – meetings, exhibits, headquarters) to a team structure with each team focused on a client. Desks of team members are in close physical proximity, and all members of the team know all aspects of the client through cross-training.

Wendy Stevens, located in the New Jersey office, will take over from Shannon Welch (who works out of the Virginia office) as AAFPE Meetings and Exhibits Manager. (It is critical for smaller meetings to have a manager with talent on both sides of the meeting.)

Erin Miller, Meetings Coordinator, will join Meridyth Senes, Kathy Suckiel, and Wendy Stevens on the AAFPE team. The team will continue to be supported by the accounting, IT, membership and conference registration divisions.

Marisa reported that the goal for her year as President was to have the Board Policy and Procedures Manual completed, and to get policy and the Bylaws into coherence. The Manual was accepted by the Board, and members will be asked at the Annual Conference Business Meeting to vote on proposed Bylaws changes. All proposed changes to the Bylaws will be included in the fall issue of *The Educator* and will be presented with a pro and con argument.

Ed Husted, AAFPE Treasurer, reviewed Association investments and the draft budget for fiscal year June 30, 2009. He addressed questions regarding revenue projections and operating expenses. The Board remains committed to keeping expenses down, and the budget which the Board adopted reflects a conservative approach to Association finances.

The Executive Director reported that past issues of *The Educator*, going back to 2001, have been scanned and are available on the AAFPE website. Past issues going back to 1987 will be scanned in the future so that members will have access to every published *Educator*.

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

Honorary membership will be presented to Bob LeClair at the 2008 Annual Conference in Dallas, Texas. Past honorary members will be offered a 50% discount for registration at Annual Conferences.

The Board reviewed the successful regional meetings and made suggestions for changes in 2009. Guidelines for the Regional Directors and hosts have been developed and a timeline will be added.

The Board discussed adding a tourism hyperlink to the website for information about available activities in Dallas during the Annual Conference. The Board agreed that the program for the 2009 conference would not be considered at the 2008 conference to ensure greater flexibility in setting the schedule and program. The Board also agreed that Calls for Proposals (Abstracts) would be solicited from members until February 1, 2009.

The Annual Conference will be held in Dallas, Texas in 2008 (South Central), in Portland, Oregon in 2009 (Pacific), and Indianapolis, Indiana in 2010 (North Central). The management company will explore a site in the Northeast for 2011. The Board allowed for a broader time frame for the conference (mid-September to the end of October) for exploring site options.

The Board reviewed a report submitted by Dora Dye, AAFPE Listserv Manager. The Board discussed and approved a transition to a members only listserv with exceptions for the officers of sister organizations (IPMA, NALA, NALS, and NFPA) and the staff of the ABA Approval Commission. All program directors will be asked to submit a list of adjuncts and their e-mail addresses if they wish for them to have access to the AAFPE listserv.

Respectfully submitted,  
Meridyth M. Senes  
Executive Director

# AAfPE Listserv Policies Adopted by the Board of Directors

## June 2008

At its June 2008 meeting, the Board voted to change the listserv to a service for members only. Prior to this vote, the Board had sought input from Listserv Manager, Dora Dye.

Dora provided lists and her recommendations. The first list consisted of members (including institutional, associate, individual, honorary, and affiliate members and past presidents). Dora recommended, and the Board agreed, that all members except those with a bounce-back account, should remain on the AAFPE listserv.

The second list consisted of other paralegal organizations. The Board agreed that a letter should be sent to the President and President-Elect of sister organizations (IPMA, NALA, NALS and NFPA) inviting them to have their addresses included on the listserv. The Board also agreed to include the staff of the ABA Approval Commission on the AAFPE Listserv.

The Board determined that authors within the paralegal field and publishers whose business is related to paralegal education, but who are NOT members of AAFPE, should NOT be included on the listserv.

The third list consisted of possible adjunct faculty. The Board decided that all Program Directors will be contacted via e-mail and asked to submit to Dora Dye a list of adjuncts and their e-mail addresses if these Program Directors wish their adjunct faculty to have access to the AAFPE listserv for the calendar year. Program Directors should respond to Dora by or before September 30, 2008.

Finally, the Board requested that a notice be sent by Dora Dye to all those to be removed from the AAFPE listserv explaining the members-only policy.

Members shall be informed of all of the above new listserv policies through *The Sidebar* and an e-mail from AAFPE Headquarters.

It is expected that the members-only listserv will take effect on October 1, 2008.

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## February 2008

The Aafpeeducator listserv provides a forum for discussion of issues and products related to all aspects of paralegal education, including teaching ideas, publications, software, requests for program information, and legislation affecting paralegals. It is not intended as a student forum, chat room, or forum for advocating pro se representation. Below are the guidelines:

1. The AAFPE listserv is moderated. All postings and requests for membership will be sent to the listserv Manager who will work with the AAFPE Board to determine the appropriateness of each posting and request for membership. The AAFPE Board reserves the right to deny any posting that is in violation of the following guidelines.
2. The Board reserves the right to decide on whether or not to post a message sent to the listserv. The listserv Manager may refrain from posting messages that are more appropriate for other AAFPE forums, such as posting professional pursuits in *The Sidebar*. The listserv Manager may also refrain from posting messages that are controversial to AAFPE and must forward those messages to the President with a cc to the Executive Director. The President, President-Elect and Immediate Past President will make

the final determination whether such messages shall be posted.

3. Participants may submit attachments of reasonable size.
4. When posting a message to the listserv, include a descriptive subject heading to enable participants to scan messages and make it easier to find messages from the listserv archive.
5. When replying to a message, delete the entire message except the portion to which you are replying.
6. Consider whether you want your reply to go to the whole listserv or just to the sender. If your reply is of interest only to the person who sent the original message, then just send your reply to the sender's address. If you push "reply", the message will go to the entire listserv.
7. If a participant wishes to conduct a poll using the polling function of Yahoo Groups, the AAFPE President must approve the questionnaire before the material is posted.
8. If you have any changes in your e-mail account or you experience any technical difficulties, please contact the listserv Manager, presently at [ddye@ccsf.edu](mailto:ddye@ccsf.edu).

# Why Doesn't Everyone Have a Lex Chapter?

There are 347 Institutional members of AAFPE. There are 134 Institutional Members who have LEX Chapters and 213 Institutional Members who do not.

Since it is so easy to have one, why are there so many members without a LEX Chapter?

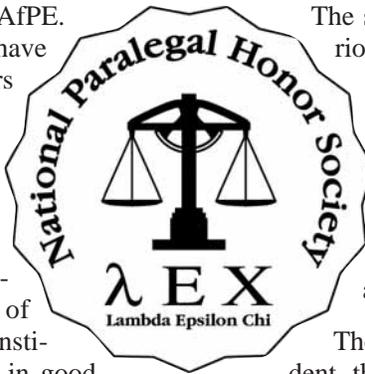
The purpose of LEX is to recognize students who have demonstrated superior academic performance in an established program of paralegal/legal assistant studies offered at an institution that is an AAFPE Institutional Member in good standing. All it takes to form a chapter is completion of the application and a one-time payment of \$100.

A student is eligible for induction into LEX if the student:

- Has completed not less than two-thirds of the program requirements to complete such program as determined by the institution.
- Has demonstrated superior academic performance by achieving an overall grade point average of 3.5 or higher.

The institution may establish any other additional criteria necessary to qualify for their Chapter so long as the above criteria are met. These may include, but are not limited to:

- 3.5 or higher grade point average in paralegal/legal assistant program specialty courses
- Evidence of community service
- Essay



The student to be inducted must demonstrate “superior academic performance” to make membership in LEX a true and meaningful academic honor within the institution and a recognizable indication of superior academic achievement to members of the legal profession in the geographical area served by the institution.

An institution may induct students into LEX at any time or times during the year.

The institution remits the sum of \$30 for each student the institution wishes to induct into its LEX Chapter (which can be paid by the student). A portion of the fees collected are used to fund five \$500 annual AAFPE scholarships. An institution may choose to induct one honorary inductee each year. An honorary inductee is someone who has been of service to the paralegal program at their institution (e.g., advisory board member, judge, or faculty).

Upon receipt of the list of applicants for membership, the LEX Advisory Committee Chair reviews the application for compliance. If the applicants qualify, Headquarters prepares and sends to the program director for distribution to students a certificate of membership and a LEX pin.

There is no requirement to form a club or have officers and/or conduct meetings and activities; this is left to the discretion of the individual institution and chapter.

All necessary forms and contact information can be found on the members-only side of the AAFPE website ([www.aafpe.org](http://www.aafpe.org)), and Headquarters staff is available to answer any of your questions (856-423-2829).

Isn't it time your paralegal program had a LEX Chapter?

## National Federation of Paralegal Associations, Inc. 2008 Technology Institute

The National Federation of Paralegal Associations (NFPA) hosted its second annual Legal Technology conference and this year's theme was REAL WORLD TOOLS//FOR THE VIRTUAL WORLD. The NFPA Tech Institute was held in Aurora, Colorado at the Doubletree Hotel July 25-26, 2008.



The Tech Institute ([www.paralegals.org/techinstitute](http://www.paralegals.org/techinstitute)) featured 24 seminars, including specialty sessions offering demonstrations of new software, product information, and related services. Paralegals and attorneys in the litigation and corporate practice areas could choose legal technology topics from three separate tracks to meet their professional development needs. The seminars have been approved for 10 hours of continuing legal education credit by NFPA for paralegals.

Mary Mack, Corporate Technology Counsel for Fios, Inc. (<http://www.fiosinc.com/about/management.asp>), delivered the keynote address. Mary is one of the leading speakers and authors on electronic discovery issues, technology and the law. She is co-author of the popular book, *A Process of Illumination: The Practical Guide to Electronic Discovery*, and hosts the blog, *Sound Evidence*, featured on [DiscoveryResources.org](http://DiscoveryResources.org).

NFPA is a non-profit professional organization representing more than 11,000 paralegals and is headquartered in Edmonds, Washington. NFPA's core purpose is the advancement of the paralegal profession. NFPA promotes a global presence for the paralegal profession, and leadership in the legal community. [www.paralegals.org](http://www.paralegals.org)

NFPA – the Leader of the Paralegal Profession®



*Representing the Paralegals of Pennsylvania*

## Keystone Alliance of Paralegal Associations Establishes The Credential of Pennsylvania Certified Paralegal (Pa.C.P.)

At its April meeting, the Keystone Alliance of Paralegal Associations ratified Pennsylvania's groundbreaking voluntary credentialing program for paralegals. Advancing the paralegal profession in Pennsylvania has been the steadfast mission of the Alliance since its establishment in 1995. In keeping with this goal, the credentialing program aims to establish a uniform standard of professionalism in the field and provides a reliable and consistent mechanism by which attorneys and the general public will identify qualified paralegals. Individuals meeting the eligibility requirements will be designated as a "Pennsylvania Certified Paralegal." (Pa.C.P.)

Keystone Alliance defines a paralegal as a person who is qualified through education, training, or work experience to perform substantive legal work requiring knowledge of legal concepts and ethics, and who is employed or retained by a lawyer, law office, corporation, governmental agency, or other entity to work under the direction of a lawyer or pursuant to state statute, administrative regulation or court authority in a capacity that, in most instances, would be performed by a lawyer in the absence of a paralegal.

Pennsylvania Certified Paralegals must have the following minimum education, experience, or combination thereof:

### Educational Requirements

- Bachelor Degree in Paralegal Studies OR a Bachelor Degree in any discipline from an accredited institution AND a Certificate from an ABA-approved Paralegal Program AND one (1) year of substantive Paralegal experience; OR
- Bachelor Degree in any discipline from an accredited institution AND three (3) years of substantive Paralegal experience; OR
- Associate Degree in Paralegal Studies OR a Certificate from an ABA-approved Paralegal Program AND three (3) years of substantive Paralegal experience; OR
- Associate Degree in any discipline from an accredited institution OR a Certificate from a non-ABA-approved Paralegal Program AND five (5) years of substantive Paralegal experience; OR
- Seven (7) years of substantive Paralegal experience; OR
- Designation of CLA, CP or RP or other Paralegal credential approved and recognized by the Keystone Alliance of Paralegal Associations AND two (2) years of substantive Paralegal experience.

Applicants must meet other qualifications and requirements to acquire this credential. The credentialing scheme contains a grandfathering provision and mandatory CLE obligations. The credential shall be recognized for two years and is renewable so long as the paralegal continues to meet all of the program's minimum requirements and qualifications.

For more information about the Pa.C.P., contact Rebecca Buttorff, RP, Chairperson, Keystone Alliance of Paralegal Associations, c/o Lepley, Engelman & Yaw, 140 East Third Street, Williamsport, PA 17701, 570-323-3768, or email at [Keystone\\_alliance@yahoo.com](mailto:Keystone_alliance@yahoo.com).

Or browse to [www.keystoneparalegals.org](http://www.keystoneparalegals.org).

The Keystone Alliance of Paralegal Associations is a professional organization comprised of paralegal organizations located throughout Pennsylvania. The member associations represent in excess of 1,400 paralegals of varying backgrounds, experience, education, and job responsibilities, reflecting the diversity of the paralegal profession. The Keystone Alliance was formally established in 1995 from groundwork laid in the 1980's by the paralegal associations in Pennsylvania. Any paralegal association located in and/or representing paralegals in the Commonwealth of Pennsylvania is eligible to become a member of the Keystone Alliance.

The Keystone Alliance currently consists of the following paralegal associations: Central Pennsylvania Paralegal Association; Chester County Paralegal Association; Lancaster Area Paralegal Association; Lycoming County Paralegal Association; Montgomery County Paralegal Association; Philadelphia Association of Paralegals; Pittsburgh Paralegal Association; and the York County Paralegal Association.

### The Purpose and Goals of the Keystone Alliance are

1. To provide a statewide voice for paralegals in Pennsylvania;
2. To maintain a statewide communications network among paralegal associations and other members of the legal community;
3. To advance, foster and promote the paralegal profession in Pennsylvania; and
4. To monitor developments in the paralegal profession.

**Watch our website [www.keystoneparalegals.org](http://www.keystoneparalegals.org) for the application release date.**

# Florida Bar Press Release

Starting March 1, The Florida Bar began administering a voluntary program to allow qualified paralegals to receive the designation of Florida Registered Paralegal. As of July 22, 2008, 1,988 paralegals have received the FRP designation.

Approved by the Supreme Court in November 2007, the Florida Registered Paralegal Program provides for registration of paralegals who meet minimum educational, certification or work experience and who agree to abide by an established code of ethics. Paralegals are employed by attorneys to perform substantive tasks for which the lawyers are responsible. The goal is to better serve the public by establishing high professional standards. The program provides a registry of paralegals but does not establish regulation of paralegals or define the work paralegals may do.

Those seeking to become a Florida Registered Paralegal must fill out an application form that can be downloaded from the Bar's website ([www.floridabar.org/frp](http://www.floridabar.org/frp)). There is a \$150 application fee. Applicants who are approved will be notified by mail with certificates and welcome packets.

The program sets up a two-tier system for paralegals and also creates a disciplinary system and a Code of Ethics and Responsibility.

The first tier encompasses paralegals with education, training or work experience and who, under the supervision of lawyers, perform delegated, substantive work for which the lawyers are responsible.

Tier two paralegals have to meet education and work experience requirements or be certified by the National Association of Legal Assistants (NALA) or the National Federation of

Paralegal Associations (NFPA). How much work experience is needed depends upon the type of degree the paralegal holds. Paralegals with degrees in Paralegal Studies from an ABA approved school or from an AAFPE member school need less experience than those with a degree from another institution.

Additionally, for the first three years of the program, paralegals who are able to show substantial experience, but who don't meet the education or certification requirements, will be able to become Florida Registered Paralegals under a grandfathering provision.

Those who receive the designation will be listed on The Florida Bar website.

To remain a Florida Registered Paralegal, 30 hours of continuing education courses will be required over a three-year period, with five of those hours having to be in professionalism or ethics courses.

Chapter 20 of the Rules Regulating The Florida Bar establishing the program does not set forth the duties paralegals may perform or deal with the fees that can be charged or awarded for the work they do. As is the case now, the primary responsibility for monitoring the work of paralegals — whether Florida Registered Paralegals or not — rests with the attorneys who employ or supervise them.

The program will give the public additional assurance about the quality of legal services they receive. When someone is a Florida Registered Paralegal, you know they have education or training to provide a higher level of service in assisting attorneys to serve their clients and the public.

Questions about the program can be directed to [FRP@flabar.org](mailto:FRP@flabar.org).