



PALM BEACH STATE COLLEGE

BUSINESS PARTNERSHIP COUNCIL MEETING

PALM BEACH GARDENS CAMPUS

MINUTES: January 11, 2016

MEETING CALLED BY: Cary A. High-Paralegal Department Chair

NOTE TAKER: Jennifer V. Beck - Paralegal

MEMBERS IN ATTENDANCE: Thomas R. Baker, Debra Welsh, Jennifer V. Beck, Patricia DeRamus, Karen M. Brown, Cary A. High, Vera Long, Barbara J. Scheffer, Laurie Sulzer, Robert Van Der Velde, David Zelner, Eric Lynch, Dr. Steve Weiss (via phone)

I. CALL TO ORDER/APPROVAL OF MINUTES:

A. Cary A. High called the meeting to order at 6:06 PM.

B. A motion was made, seconded, and unanimously voted in favor of approval of the minutes from the April 27, 2015, meeting.

II. INTRODUCTION AND PRESENTATION:

- A. Welcomed new members:
- a. David Zelner, Esq.
 - b. Patricia DeRamus, ACP/FRP
 - c. Eric Lynch,

III. OLD BUSINESS:

A. Real Estate Law Curriculum review with Professor Steven Weiss:

- i. Prof. Weiss explained: PLA 2611 focus is on history, title exam, and the textbook covers more topics in a general sense. The focus is on Florida Law and how it applies to HOA, condominiums, liens, foreclosure, foreclosure process, PLA 2630 focus on closing and understanding of transfer of title of real property.
- ii. Curriculum review of PLA2611 and PLA2630: Dr. Scheffer brings up that 3 credit is this enough time or too much time? Prof. Weiss indicated time in class varies based on students abilities.
 1. Cash
 2. Re-financing
 3. Sample Closing – always 3 types of closings
 4. Tender financial closing

Prof. Weiss added document assignments. Eric reflected that covering TRAD and RESPA new Laws are in effect as of October 1, 2015.

- iii. Currently there is nothing included in the class that calls for drafting and preparing of closings and pleadings related to landlord tenant matters. The Focus is on foreclosure from complaint to MFSJ. There is no time for others unless the course is redrafted. However the PLA2611 is packed with information. There is talk about making the second class into a lab. However, it may be too much information for a lab. As it is now each class is 3 credits. It was noted that Land Tech is a good reference of support with class. The Chair suggests that we keep reviewing the materials and come back in April with suggestions or ideas, or let him know if we should maintain status quo.

B. BPC Membership growth;

- i. The Chair announced that Lance Howden form Lytal, Reiter, Smith, Ivy, and Fronrath is no longer part of the Business Partnership Counsel. The Personal Injury slot needs to be filled. Bette Collister has resigned, due to health issues. We need to add Estate and Commercial Litigation, along with Real Estate slots to the Business Partnership Counsel. Send the Chair an email with any suggestions of people who may fit our needs.

C. E-filing follow-up. Discussion to bring in the e-filing into the intro to paralegal course. There are tools existing on line that give detailed walkthroughs and Patty suggests calling Amy Bormann at the court. The court had provided a class when e-filing first started may be able to get a hold of existing PowerPoint or live training. However, there are lots of information and tutorials already existing on the courts website.

IV. NEW BUSINESS:

A. Paralegal Advance Technical Certificate (A.T.C). The Chair informs that numerous inquiries have been made regarding a Paralegal degree for potential students who already have a bachelor's degree and want to take the Certified Paralegal exam. Additionally, there are new changes related to Florida's Educational Standards set by the Department of Education. Our program can address both the legal community and the college's need for increased completion numbers by incorporating a Paralegal A.T.C. to our already existing curriculum. This would be available only if prospective students meet the bachelor's degree requirement, not in lieu of an Associates Degree. The primary criterion would be a bachelor's degree in anything. NALA does not always require a degree in paralegal studies so the A.T.C. holder would not be barred from applying to take the CP exam since with an A.T.C the student will have met the 15 hours of substantive paralegal coursework. Dr. Scheffer explains new classes will not have to be created nor will it be a separate class for the A.T.C. participants. We will take our already existing classes and code them in such a way that will determine whether they are a paralegal degree student or an A.T.C. student. Dr. Scheffer continues that the schools that have a high score lead into a four-year college. i.e. Tallahassee leads into Florida State, Santa Fe leads into Gainesville, Valencia leads into U.C.F., so they have a built in higher success rate because of the Lead-in schools. Deborah Welch questions if adding on the A.T.C. will increase our incomplete scores, provided they too will not complete the A.T.C. The Chair assures that this will not lower our score more than it already is. This is an opportunity for us to increase our numbers of completion.

A motion was made to move forward to incorporating A.T.C. into the curriculum. Vera Long moved, Patria DeRamus seconded and motion passed unanimously.

B. ABA Approval - We are still collecting data. There needs to be more people, students, and employers filling out the forms. Dr. Scheffer demonstrated the link to the web where the form is located and The Chair will send out an email link to this. The Chair informs that we need to create a focus group, this was recommended by attendee of a conference. Replacements need to be found and open spots on Council need to be filled.

V. ANNOUNCEMENTS:

- a) Congratulations to (Former) BPC member Lance Howden on his retirement. Patricia DeRamus suggests a proper thank you to the members who have resigned /left – Certificate of Appreciation for Lance and Betty. Have ready for Spring Meeting.
- b) Congratulations to all New Lambda Epsilon Chi (LEX) – Patricia DeRamus was keynote speaker. We can do a one-time alumni induction.
- c) Former Congressmen Peter Torkidsen (R. Mass.) and Les AuCoin (D-Ore) will be visiting Campus, on February 7 and February 9.
- d) Welcome Back Dr. Scheffer.

There being no further business motion to Adjourn made by Mr. Brown at 7:06 pm and seconded by Patricia, the meeting was adjourned at 7:06 PM.