

Paralegal Program Review: March 17, 2023



PARALEGAL

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Cañada College

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Paralegal Program Faculty



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J.D. Litigation & Public Interest
M.A. Gerontology
B.S. Business Administration



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B.A. Political Science,
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M.A. English Composition
Certificate in Post Secondary Reading
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Paralegal Program Highlights

- ❖ **1979:** Paralegal Program created to meet attorney needs
- ❖ **2000:** Paralegal Program and Certificate comply with newly created California Bus. & Prof. Code § 6450 regulating who may be a “Paralegal” under California law
- ❖ **2018:** Paralegal Program is now completely online
- ❖ **2019:** Stackable Litigation Certificate created

Paralegal Program Highlights

- ❖ **2020:** Paralegal Curriculum completely revised to meet current market demand
- ❖ **2020:** New partnership with San Mateo County Law Library creates lab space and legal clinic opportunities
- ❖ **2021:** Updated Internship Program provides practical legal experience leading to permanent employment
- ❖ **2023 and beyond:** New partnerships keep building value

Paralegal Program Student Profile



College graduates planning to enroll in law school



Foreign attorneys preparing for an LLM program



Working professionals seeking to change careers by becoming paralegals and working in the legal field

Paralegal Degrees & Certificates

Degrees and Certificates

A.S., Paralegal Studies

Paralegal Certificate (27 units)

Litigation Certificate (18 units)

Paralegal Courses

Selectives

Core Courses

CBOT 435 - Spreadsheets
LEGL 241 - Law Office Management
LEGL 249 - Intro to the Legal System
LEGL 250 - Legal Research & Writing
LEGL 252 - Civil Litigation & Trial Prep
LEGL 261 - Legal Ethics

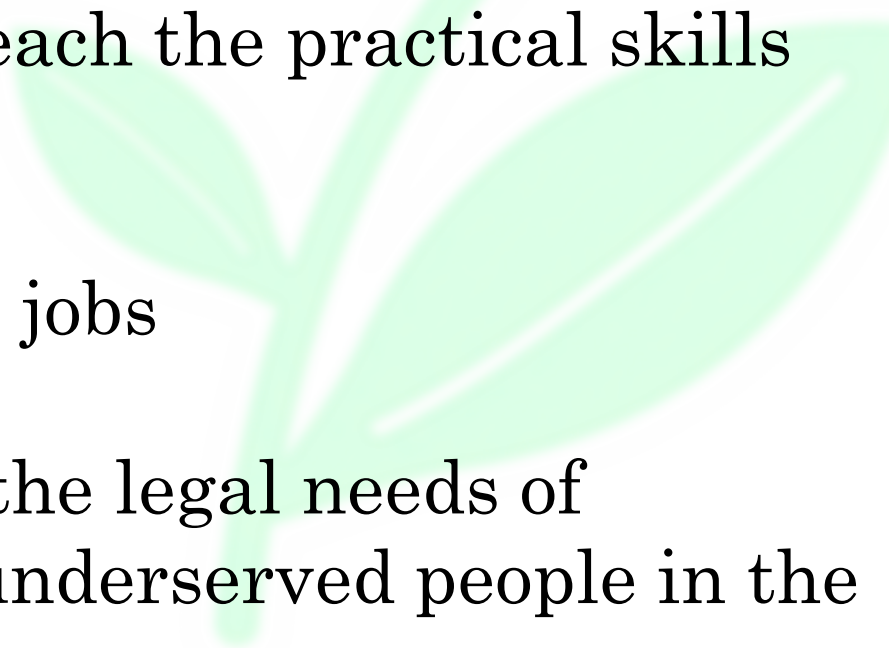
BUS 201 - Business Law
LEGL 251 - Torts
LEGL 254 - Family Law
LEGL 260 - Advanced Legal Research & Writing
LEGL 263 - Intellectual Property Law
LEGL 264 - Contracts
LEGL 267 - Animal Law
LEGL 269 - Elder Law
LEGL 272 - Immigration Law
LEGL 276 - Electronic Litigation & Investigation
LEGL 672 - Cooperative Education: Internship

New Cutting-Edge Paralegal Classes



Paralegal Program & College Mission

Mission: To engage and empower students by transforming their lives and communities through quality education.

- ❑ Experienced Attorneys and Paralegals teach the practical skills that legal employers want
 - ❑ Transforming Lives through careers, not jobs
 - ❑ Transforming Communities by meeting the legal needs of government, non-profits, law firms, and underserved people in the community
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National Community & Labor Needs

U.S. Bureau of Labor Statistics Occupational Outlook:

- Paralegal employment is projected to increase by 14% from 2021 to 2031
- The 14% growth rate is higher than the average for all occupations
- 45,800 paralegal job openings are projected each year from 2021 to 2031

Local Community & Labor Needs

SAN MATEO COUNTY NEEDS PARALEGALS!

- Survey shows high demand for paralegals trained in technology (legal software, trial technology, and e-discovery.)
- San Mateo Bar Association and the San Mateo Superior Court want the Paralegal Program to expand
- Courts order parties to pay paralegal fees in probate, trust, personal injury, and contract cases



Paralegal Wages

Location	Pay Period	2021		
San Mateo, California		Low	Median	High
United States	Hourly	\$17.51	\$27.03	\$42.61
	Yearly	\$36,410	\$56,230	\$88,640
California	Hourly	\$18.90	\$30.47	\$48.43
	Yearly	\$39,310	\$63,370	\$100,730
San Francisco-Oakland-Hayward, CA Metro Area	Hourly	\$22.34	\$35.44	\$57.27
	Yearly	\$46,470	\$73,710	\$119,120

Past IPC Feedback & Response

Labor needs for non-ABA paralegal programs?

- ✓ No impact on hiring compared to ABA paralegal programs
- ✓ ABA cannot “certify” or “accredit” a paralegal program
- ✓ ABA approval only relates to how the certificate is administered
- ✓ California law, not ABA, determines who can be called a Paralegal

Prior Program Goals

Past Goals and Results:

- Offer online classes 😊
- Industry expert faculty with online teaching training 😊
- Increase Program marketing in the legal community 😊
- Create marketing materials for distribution 😞

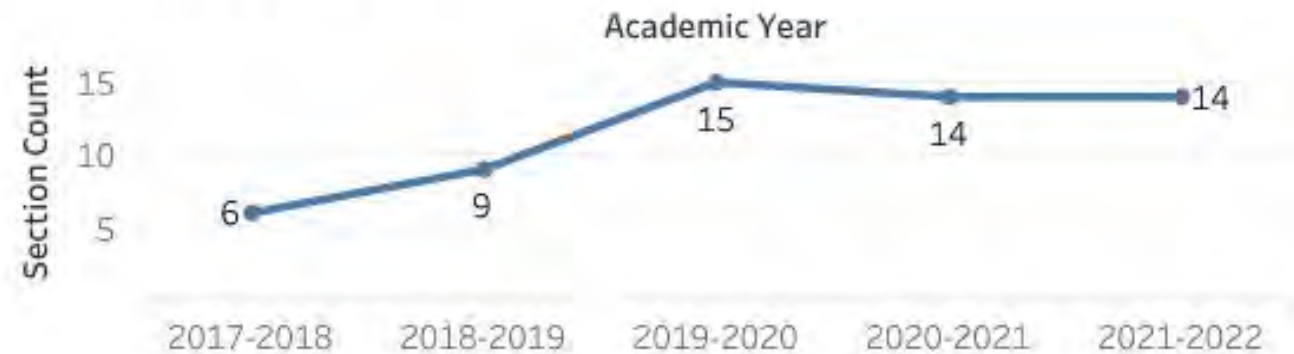
Enrollment Trends: Enrollment

- **2017-2018:** Only 48 students enrolled in the Paralegal Program
- **2020-2021:** Enrollment increased more than five times the level of 2017
- **2021-2022:** Slight enrollment drop
- **2022-2023:** Enrollment is still more than four times as high than in 2017-2018.

Enrollments



Section Count



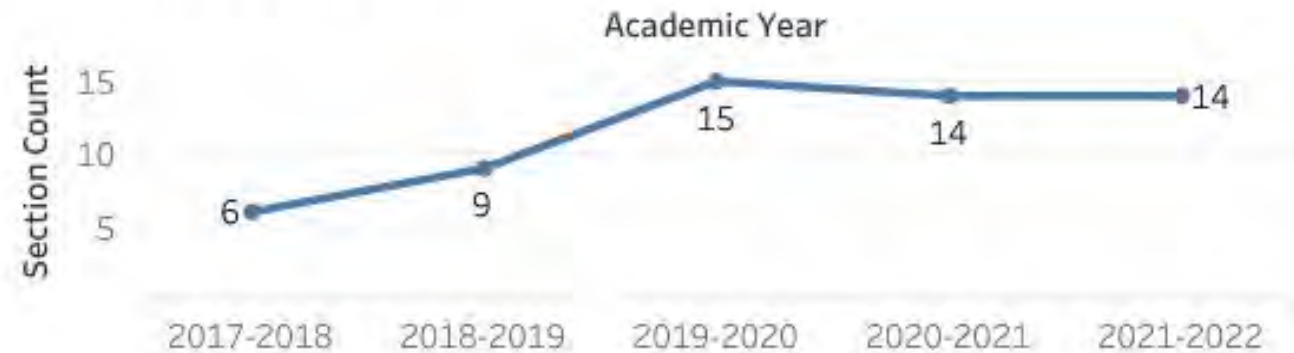
Enrollment Trends: Section Count

- Paralegal Program is operating more efficiently!
- Enrollment increased four to five times since 2017-2018
- Staffing only increased three times
- Section Count has increased:
 - 2017-2018 – 6
 - 2021-2022 – 15
 - 2022-2023 – 14

Enrollments



Section Count



Enrollment Trends: FTEF and Load

The Paralegal Program has been operating more efficiently because enrollment increased four to five times, but staffing only increased three times.

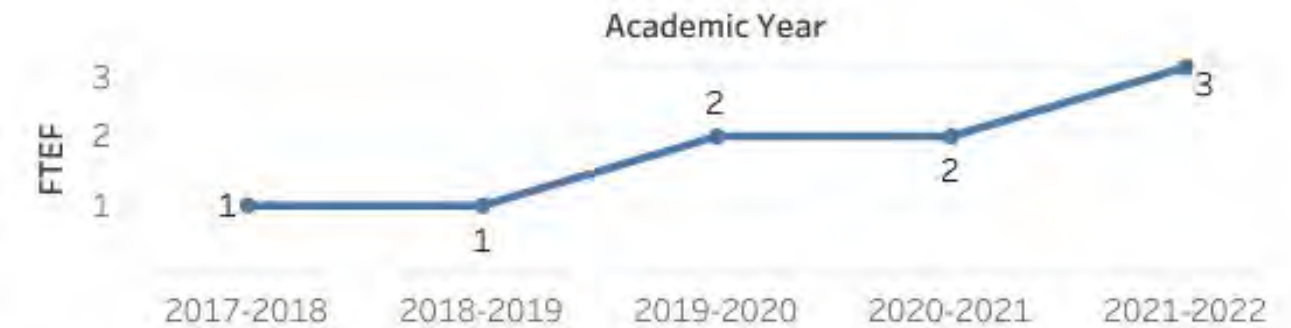
FTEF Increased

- 2017-2018: FTEF = 1
- 2021-2022: FTEF = 3

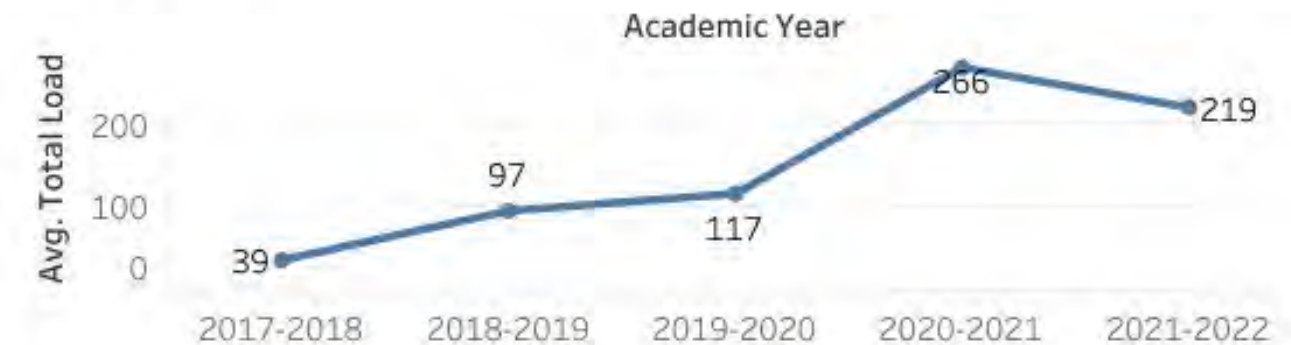
Load Increased

- 2017-2018: 39
- 2021-2022: 219

FTEF



LOAD



Equity and Equity Gaps

- ❖ Expanded community-based partnerships
- ❖ Created flexible learning environments to enable students to complete their Certificate or degree
- ❖ Supported students through mentoring with faculty and legal professionals
- ❖ Removed enrollment barriers by removing unnecessary prerequisites

PRIE data shows no disproportionate impact



Paralegal Community Partnerships



San Mateo County
BAR ASSOCIATION
SMCBA



ASIAN AMERICAN BAR ASSOCIATION
of the Greater Bay Area



Transgender
Law Center

Making Authentic Lives Possible



SINCE 1870



SAN FRANCISCO
LAW LIBRARY

SFPA
SAN FRANCISCO PARALEGAL ASSOCIATION



ANIMAL LEGAL
DEFENSE FUND EST 1979

Paralegal Planning and Goals

Future Goals



- ❖ Provide students with access to current legal technology
- ❖ Create online and print marketing materials to promote the Program
- ❖ Hire industry experts for specialized courses
- ❖ Continue to expand community partnerships

Student Success: Joe Knipp – GI Joe Homes



Joe Knipp, Founder of GI Joe Homes, Inc.

United States Naval Academy

B.S., Government and Political Science

Service: Wartime deployments and wartime training

Cañada College: Paralegal Certificate

Joe founded GI Joe Homes, Inc. to serve active and retired military personnel. From 2020 to 2022 he completed **123 VA transactions**, had a **sales volume of \$90.45M**, and a **GCI of \$2,022,000**. He is expanding GI Joe Homes nationwide in 2023.



“The Paralegal Program gave me the courage and knowledge to expand my ability to help my fellow military members to home ownership.”

I Rest My Case...



<https://www.canadacollege.edu/paralegal/>

Enroll Today!



and provide the tools you need to succeed in the legal field -