**Curriculum Renewal: Analysis and Action Plan Template**

**Program: Law Clerk /Paralegal ­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­Co-ordinator: Diana Collis Date: September 2009**

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| **A. Analysis of Indicators**  Note: data is **not** recorded in this section of the template.  **Reflect on, and discuss, the following indicators in the context of the curriculum and program:** |
| **1. Industry / Sector Trends**  1.1 New or emergent *industry or sector* related issues and trends identified over the past year and their potential impact on the program.   * 1. Advisory Committee recommendations from the past year that will affect the positioning, nature, or scope of the program.   1.3 Information / observations generated via faculty and staff professional development, engagement in sectoral and profession associations, and involvement in community and employer networks connected to the field. |
| **2. Curriculum Development**  2.1 Curriculum changes in the last year such as changes in program positioning, course content, course / program outcomes, and delivery mode.  2.2 Recent or anticipated initiatives that promote student pathways including high school articulations, program laddering, and university transfer / articulations.  2.3 New competitor programs and/or re-positioning of existing programs.  2.4 New or changing provincial standards, standards for accreditation, credentials, and / or industry or sector certifications over the past year.  2.5 Progress made from the last curriculum renewal initiative.  **An updated curriculum map should be submitted with this document.** |
| **3. Student and Graduate Satisfaction**  3.1 Key performance indicators # 4, 8, 9, and 11 (see **Appendix C** for a description of these). |
| **4. Employment Trends**  4.1 New or changing employment trends in the industry or sector.  4.2 Curriculum issues / strengths that have been identified by employers pertaining to graduate job readiness. |

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| **Program\_\_\_Law Clerk /Paralegal\_\_­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­Co-ordinator\_Diana Collis\_\_ Date\_\_September 2009** |
| **B. Curriculum Strengths and Challenges**  Summarize the curriculum strengths and challenges identified by the team. |
| * **Job performance applicable** * **Balance between procedural and substantive law instruction** * **Positive industry feedback** |
| **C. Action Plan**    Identify priority actions for the next year and the rationale for their inclusion. For each, indicate the project lead, and the proposed timelines for completion. |
| * **Revamp 4th all course to comply with LSUC accreditation process** * **Schedule Advisory committee meeting.** * **Advertise for faculty to ensure legal experts are teaching core substantive courses** |
| **D. Deferred Actions**  Record any issues that will need to bemonitored, researched, or deferred for future action. |
| * **N/A** |

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**Y: DATA: CLT: <*School Name*> : <P*rogram Name*>: Curriculum Renewal Report**

Attach an updated Program Curriculum Map