Wednesday, November 4, 2020	
12:00 pm – 12:30 pm ET	Welcome and Opening Announcements
12:30 pm – 12:45 pm ET	Stretch Break
CONCURRENT 12:45 pm – 1:30 pm ET	**Many Domiciles, One Learning Community:** **Reworking Classroom-Based and Hybrid Courses in Order to** **Conduct Effective Virtual Instruction** *Speakers: Marissa Moran, JD; Joseph Fell, JD* Are you one of the many instructors who is striving to convert a classroom-based course or hybrid course into a fully online course without compromising instructional quality or student engagement? This is the session for you! The presenters will be focusing on the nuts-and-bolts of taking a course that was either blended or 100% classroom-based and effectively converting it to a 100% online synchronous or asynchronous format using Zoom or BlackBoard Collaborate. Additionally, they will discuss the process of faculty evaluation of teaching in an online environment.
CONCURRENT 12:45 pm – 1:30 pm ET	**Research and Scholarship** *Speakers: Jill E. Martin, JD; Thomas McClure, JD; Page Beetem, JD;* *Jennifer Brinkley, JD* Come hear about the research and scholarship in this panel discussion lead by your colleagues in AAfPE. For those who write and publish, there are many different directions to go. Four people will present their diverse and interesting research for all to hear.
CONCURRENT 12:45 pm – 1:30 pm ET	**Challenges and Successes of Collaborating With Community** **Partners for Internship Opportunities** *Speaker: Huma Zia, JD*

	Successful internships entails a collaborative partnership between academic institutions and the community. It is best to recognize the inherent difficulty in initiating and maintaining a successful collaboration or partnership for the institution, student and community member. One must expect complications and prepare for them. In reviewing our Program and Department's community partnerships we determined that there are at least four distinct phases of partnership and collaboration: 1) Identifying potential partnerships/collaborations 2) Defining the partnership/collaboration goals 3) Developing the partnership/collaboration 4) Sustaining the Partnership Our Program and Department developed these goals after assessing the success of four community partnerships/collaborations: 1) Will County Courthouse- Pro Se Desk 2) Illinois Department of Corrections Statesville Facility 3) Will County Public Defender's Officer, Investigative Unit 4) Ulta Beauty Inc. Establishing clear rules does not automatically eliminate discord for any of the parties involved, but doing so may lessen the need of ending the partnership or collaboration.
1:30 pm – 1:45 pm ET	Break with Exhibitors
1:45 pm – 2:00 pm ET	Stretch Break
CONCURRENT 2:00 pm – 3:15 pm ET	**Articulation Agreements Panel Discussion** *Speakers: Nancy Golden, JD; Robyn Ice; Bruce Greenberg; Michael Speck; Tracy Nothnagel; and Dora Dye* Join this panel as they discuss how articulation agreements are formed and their importance to both 2-year colleges and 4-year universities. We plan to discuss the following: 1. What are articulation agreements

	2. Benefits of articulation agreements
	3. How are they formed
	4. Flexible uses for articulation agreements
	a. Classes can go another degree – but might not count toward their other degree
	b. Ability to take a class from another school because not offered at your school and vice versa
	* enter into agreements with nearby CC that certain electives taken at one college and counting towards another because not enough students to take the class
	5. Samples of articulation agreements.
CONCURRENT 2:00 pm – 3:15 pm ET	**Thirty Cool Things for the Post-COVID Learning Environment** *Speakers: Tiffany Johnson, JD; Melanie Snyder, JD* Tiff and Mel are back for this special edition of their 30 Cool Things road show. A lot has changed since the first three iterations of this seminar. So, in keeping with the new explosion of remote teaching and online learning environments, the 2020 edition of 30CT will be held remotely, via Zoom video conferencing. The presenters will bring their usual buffet-style, rapid-fire list of quick and easy teaching tools, activities, and assignment ideas. But this time, they'll focus on synchronous and asynchronous online coursework. Attendees can tune in from their hotel rooms or from anywhere with a reliable internet connection. The remote delivery platform will set the stage for lots of first-hand, real-time demonstrations to complement the usual presentation slides. Attendees will be able to interact with each other and with the presenters through the digital chat room and check out all the web tools directly on their browsers throughout the presentation.
3:15 pm – 3:30 pm ET	Stretch Break
3:30 pm – 5:00 pm ET	Regional Meetings
5:00 pm – 5:15 pm ET	Stretch Break

CONCURRENT 5:15 pm – 6:00 pm ET	**Joint Venture: The Value of Student Research** *Speakers: Antoinette France-Harris, JD; Sheryne Southard, JD;* *Denise Allen, JD; Rackaya Haughton* In this session, the speakers would like to share the value of student research from the instructors' perspectives and to give the student an opportunity to share what she has gained from the experience. This session will be useful to conference attendees who have publishing requirements or simply an interest in writing. Moreover, research is yet another activity that we may use to foster student-instructor and student-content engagement. This session will give invaluable insight from the perspective of both instructors and learners regarding the rewards associated with student research projects.
CONCURRENT 5:15 pm – 6:00 pm ET	**The Value of Digital Badges to Your Paralegal Program,** **Students, and Employers** *Speakers: Norma Kropp, ACP, SBWCP; Jody Cooper, JD;* *Robin Nickel, PhD* Digital Badging is a unique way to acknowledge the skills gained by students while providing verification of credentials for employers. They are an indicator of accomplishments or skills that can be electronically displayed. This allows students to showcase their knowledge and abilities and helps students stand out with employers. This is a simple way to award learners, promote movement toward completion, and motivate students to be successful. Digital Badges can be displayed on social media and in communications. Give students the confidence to display their skills!
CONCURRENT 5:15 pm – 6:00 pm ET	**Cultural Competence: Building Habits in the Classroom** *Speakers: Regina Graziani, JD; Judith Mathers Maloney, JD* Culture has an impact on the way individuals interact. The goal

	of striving for cultural competence is to remove barriers to access as cultural differences can obstruct communication and trust between the legal team and the client. To better represent clients, it is imperative that paralegals understand the diverse cultures of clients. Competence in an area is not learned over night; competence is built and developed. There are several habits that can be introduced and cultivated in the classroom that will develop the habit of cultural competence. How can we as educators lay the foundation to developing these habits in students? What can we do to introduce students to cultures that are different from theirs or those to which they have been exposed? How can we develop the skills and habits necessary to successfully interact with clients, colleagues, and others in a culturally diverse arena? Through materials and discussion, become familiar with habits that can be developed in the classroom, share exercises that allow students to develop cultural competence, and examine the foundations of a culturally competent legal professional. Practical activities will be used.
6:30 pm – 7:30 pm ET	Virtual Happy Hour *hosted by Cengage*
Thursday, November 5, 2020	
10:30 am - 11:00 am ET	**Vendor Demo** CALI: Your National Strategic Stockpile of Legal Education for Paralegal Programs *Speaker: John Mayer, Executive Director - CALI*
11:30 am – 12:45 pm ET	**Opening Announcements and ABA Compliance During the Pandemic** *Speakers: Thomas McClure, JD, MS; Joyce Becker, JD; Keeley Mitchell, JD, MBA; Cynthia Traina Donnes, BA, MA* The presentation will explain how programs can document and record the institutional changes that have been implemented due to the coronavirus pandemic. The presentation will also include an in-depth discussion of

	how programs can maintain compliance with the Guidelines while moving to all online and using alternative methods to collect data required by the ABA. A. Online Programs and compliance 1. How to transition to online courses 2. Compliance requirements regarding online instruction 3. Library Requirements 4. Internships B. Impact on Assessment 1. What to assess 2. How to assess 3. Data collection tips C. Impact on Advisory Committee and Faculty 1. Review categories of required membership for Advisory Committee 2. Expectations of Advisory Committee 3. How to hold Advisory Committee meetings 4. Faculty meetings and Professional Development D. How to Report Pandemic Changes to the ABA 1. What to report 2. When to report 3. Virtual site visits
12:45 pm – 1:00 pm ET	Stretch Break
CONCURRENT 1:00 pm – 1:45 pm ET	**Best Practices on Starting and Offering a Legal Clinic at Your College with Legal Aid and Pro Bono Attorneys** *Speakers: Norma Kropp, ACP, SBWCP; Dena Welden; Jill Kastner; Jasmine Loera; and Rebecca Rapp, JD* It has been about one year since the Free Legal Clinic at Madison

	College started operation on campus in partnership with Ascendium Education Group, City of Madison Department of Civil Rights, Community Immigration Law Clinic, Community Justice, Inc., Family Court Clinic (UW Law School), Madison College Paralegal Program, Neighborhood Law Clinic (UW Law School), and Schuster Family Law Firm. The Clinic has had over 250 requests for legal assistance during that time. The speakers would like to share their successes, and what they have learned, in starting and operating this Clinic. Speakers will explain how they combined forces, the research behind having such a Clinic, what practice areas are covered and why, and the grants the Clinic received, as well as how they calendar the legal providers, and how people request legal assistance. They will also share how this Clinic continued during the COVID19 pandemic. In addition to the one-on-one assistance by legal providers at the Clinic, a "Know Your Rights" series has been offered. Topics have been on Housing and Employment Discrimination, Immigration, and Family Law. The Clinic and "Know Your Rights" series are open to students and low-income community members. The presentation speakers are from the Madison College Paralegal Program, Legal Action of Wisconsin (law firm that provides free legal services to low-income people who would be denied justice without their assistance), and Ascendium Education Group (a non-profit, loan guarantor and education philanthropy that provides tools and services that drive college completion).
CONCURRENT 1:00 pm – 1:45 pm ET	**Designing a Paralegal Student Friendly Online General Education Course** *Speaker: Elizabeth M. Donovan, JD* The session will address designing a paralegal-friendly on-line general education course that engages students enrolled in a paralegal program and entices other students to consider paralegal studies. The session will explore opportunities online teaching presents, identify learning objectives and activities helpful to paralegal and potential paralegal students, and highlight the benefits of formative assessment as well as summative assessment.

	Although taught from the experience of a Woman and the Law course, the session transcends specific subject matter, and speaks more broadly to elements of a successful online course for paralegal students and potential paralegal students.
CONCURRENT 1:00 pm – 1:45 pm ET	**How Twitter (Accidentally) Saved My Semester** *Speaker: William Murphy, JD* Frustrated with students constantly ignoring important course emails and never visiting course Blackboard pages, William decided to try something new during the Spring 2020 semester. Realizing students are glued to their phones and social media accounts, the speaker thought what if, instead, he could meet the students where they are by using Twitter to communicate that same information he found himself re-communicating over and over? William did not realize it at the time, but his little experiment would literally save his semester when classes transitioned to distance learning because of COVID-19. In the end, the dramatic increases in student engagement and performance while using social media as a learning tool both before and during the COVID-19 pandemic exceeded his wildest expectations. Additionally, the outcomes demonstrated the immense potential of social media for stimulating student success as either a supplement for face-to-face learning or a primary platform for intended distance learning. This session explores the nearly complete integration of social media and smart technology into the lives of current college students while discussing its immense accessibility and functionality for educational purposes. Examining relevant empirical data and a specific case study, session participants will interactively learn how to produce effective content easily shared and received by students through social media's many simple and free posting and live features to positively impact student engagement, participation, learning, and academic performance.
1:45 pm – 2:00 pm ET	Stretch Break

CONCURRENT 2:00 pm – 3:15 pm ET	**Teaching Technology in a Socially Distant Environment** *Speakers: Douglas Lusk, JD; June Hunter* This session will discuss the many issues presented with teaching technology in an off-campus environment. How to achieve student technology competency while avoiding the issues of student access to software, student computer limitations, and install issues. How you can continue to push technology education while fighting the struggles of increased limitations on resources and opportunities.
CONCURRENT 2:00 pm – 3:15 pm ET	**The Future of Legal Education** *Speakers: Page Beetem, JD; Keeley Mitchell, JD, MBA* Come look into their crystal ball at the future of legal education. The speakers will compare the delivery of legal services pre and post-COVID. Then discuss best practices for training paralegals to meet the needs of the new legal industry. There will be an opportunity to share and explore what others are doing, not only to survive but thrive in the future of legal education. You will walk away with: - understanding of the future law office structure- i.e. lawyer to paralegal ratio and other human resources - practical technology tips - understanding of core paralegal skills for the future - demonstrations of the future legal classroom - understanding of the change in communication skills needed in a remote world - a plan to implement ideas for the future of legal education
3:15 pm – 3:30 pm ET	Stretch Break
3:30 pm – 3:45 pm ET	Break with Exhibitors
3:45 pm – 4:00 pm ET	Stretch Break

CONCURRENT 4:00 pm – 4:45 pm ET	**Creating an Interactive Syllabus: The Best Introduction to Your Course and Your Students** *Speaker: Susan Jaworowski, JD, PhD* We're all required to prepare a syllabus for each of our courses, but unfortunately, it's hard to require a student to read it. Sure, we can add a syllabus quiz to our first week of instruction, but, sadly, as you can tell from some of the answers, even the idea of earning points does not motivate some students to read a document that they think they've read a dozen times before. An interactive syllabus provides one obvious and one hidden but important benefit. First, the interactive syllabus is a more engaging way for students to learn about your course. It's colorful, friendly, and fresh. Second, the interactive syllabus requires students to share the stage with you as they go through the document and let you know, not what they think about your course, but how they feel about it. Instead of downgrading students because they didn't remember exactly how many points each quiz is worth, the interactive syllabus invites them to share with you their affective side and gives you insight into what they're feeling and how to connect with them better. The presentation will include unedited student responses to two sections of an introductory paralegal course, so you can see the student perspective on an interactive syllabus.
CONCURRENT 4:00 pm – 4:45 pm ET	**Non-Lawyer Legal Service Providers: Where Is the "Bar" Set?** *Speakers: Michael Speck, MA, JD; Adrian Copeland, JD* For years the legal profession has struggled with how to address the Access to Justice crisis in this country. And the economic damage caused by the Covid 19 pandemic will only exacerbate this issue. Join our presentation and learn how state bar associations are beginning to address this problem through Non-Lawyer licensing. We will take a look at the educational requirements of these licenses, what states are utilizing these

	programs, and why some states are reluctant to consider this initiative. We will also dive into how these licenses could change legal education in the future.
CONCURRENT 4:00 pm – 4:45 pm ET	**"What About Us?" Providing Pedagogical and Technological Resources to Adjunct Faculty** *Speaker: Jessica Garcia-Brown, JD, LLM* Due to the unprecedented speed by which professors and institutions were required to transition from the traditional classroom setting to teaching legal education fully remotely, it became apparent that a disparity existed between full-time and adjunct faculty. As full-time faculty worked to implement remote education plans, adjunct instructors were found to be at a disadvantage. Because of their limited contact with administration and the limited time and availability to receive technological and pedagogical training, adjunct faculty were not primed on innovative teaching methods. Full-time faculty are at an advantage to honing their technological and educational skills based on professional development and training opportunities offered through academic institutions. Moreover, the mere fact that full-time faculty is in the classroom more often than adjunct faculty, the ability to refine skills and experiment with activities that work, generates familiarity and greater success in engaging students through remote teaching. Providing adjunct faculty with the same technological and academic training resources available to full-time faculty is essential to bridge the gap and provide students with a quality legal education. This presentation will provide administrators with the best practices to guarantee adjunct professors are informed, prepared, and trained in technological and pedagogical methods available to full-time faculty. In addition to assisting program chairs and directors who supervise adjuncts, the presentation will examine resources to assist all legal educators teaching remotely or in a blended format.
5:00 pm – 6:00 pm ET	AAfPE Business Meeting and Awards Ceremony

Friday, November 6, 2020	
11:30 am - 12:00 pm ET	**Vendor Demo** Presented by National Society for Legal Technology *Speaker: Doug Lusk, JD, President/CEO, National Society for Legal Technology*
12:00 pm – 12:15 pm ET	Break with Exhibitors
12:15 pm – 12:30 pm ET	Stretch Break
CONCURRENT 12:30 pm – 1:15 pm ET	**Promoting Equity in Online Learning** *Speakers: Lynnette Noblitt, JD; Thomas Parker, JD* Online learning is often promoted as a solution to create perfect student equality in the classroom. In reality, however, the online environment can suffer the same inequalities as any traditional classroom. Faculty and administrators must acknowledge and address these inequalities at a variety of levels prior to the beginning of the semester. This presentation will identify some common online learning issues and pose creative solutions: Virtual Pencil & Paper: Hardware Considerations and Creative Options Software Dilemmas Online Access Issues and Solutions Course Design/Pedagogy: Balancing Synchronous/Asynchronous Course Materials Videos, Slides, and Other Audio-Video Options Special Streaming/File Size Considerations Inclusive Classroom: Accommodation of Disabilities and Learning Differences Controversial Topics, Heated Moments, and Classroom Management Identifying and Preventing Discrimination & Bias

	By the end of this presentation, participants will be familiar with common problems students encounter in the online learning environment, course design that minimizes classroom inequities, and creative solutions to help students succeed regardless of their background or resources.
CONCURRENT 12:30 pm – 1:15 pm ET	**The Benefits of Incorporating a Podcast Into Your Curriculum** *Speaker: Halye Sugarman, JD* This presentation highlights the benefits of and how to use a podcast in your paralegal course. Inspiration for using a podcast came from listening to Season 2 of In the Dark (APM Reports), in which the investigative journalists reported about the case of a black man subjected to six criminal trials for the same alleged crime. The events took place from 1996 to present day, in the racially-charged town of Winona, MS, and involved a prosecutor accused of juror bias and prosecutorial misconduct. Several legal issues arose, including a recent appeal to the U.S. Supreme Court. A goal of a well-developed paralegal class is to make course content relatable and current while also meeting course and program outcomes, including core paralegal competencies. Similarly, faculty strive to incorporate teaching methods that connect with varying learning styles. Using a podcast meets these goals. A podcast, like a good book, tells a story. Students are engaged with the medium, whereas a textbook can suffer from being flat. From the story, faculty can develop specific assignments and classroom activities on the topics discussed and connect the topics directly to course outcomes. This presentation will explore the benefits of using a podcast in this method, and will address how to incorporate a podcast into a paralegal course that aligns with core competences.
CONCURRENT 12:30 pm – 1:15 pm ET	**Master or Servant: The Justification and Method of Teaching Legal Analytics and Artificial Intelligence in Paralegal Programs** *Speaker: Mike Lavender, JD*

	While technological changes induce fear, they also present great opportunities for those willing to embrace the changes. From the invention of the printing press to computers, the future has always belonged to those embraced and mastered the new technology. Paralegals can either embrace the new technologies and opportunities they provide or become extinct. The embracing of legal analytics and AI begins in paralegal programs. With programs producing graduates prepared to utilize the newer technologies and adapt to future changes, a paralegal degree will become even more necessary to enter the job market. The program begins with an overview of the history of AI and Legal Analytics. Although these are moving very fast, the program will give an up-to-the-minute snapshot of how they are being used now. The program will then proceed to show how paralegals can learn to move this technology making them invaluable to law firms as opposed to being replaced by coming technologies. Lastly, the program will discuss the development of classes and projects that train students in AI and Legal Analytics.
1:15 pm – 1:30 pm ET	Stretch Break
1:30 pm – 2:15 pm ET	**Keynote Speaker** *Sponsored by NALA - The Paralegal Association* *Speaker: Justice Barbara A. Madsen* Justice Madsen will speak about how the role of the court in increasing equity and access to justice, lessons from the "sunsetting" of the LLLT, the future of non-lawyer licensing, and her thoughts on the current and future role of paralegals in our system of justice.
2:15 pm – 2:30 pm ET	Stretch Break
2:30 pm – 3:45 pm ET	**Teaching Competition**

3:45 pm – 4:00 pm ET	Stretch Break
4:00 pm – 4:15 pm ET	Break with Exhibitors
4:15 pm – 4:30 pm ET	Stretch Break
CONCURRENT 4:30 pm – 5:15 pm ET	**Through the Looking Glass: Re-imagining Course Delivery in a Hyflex World** *Speaker: Julie Shadoan, JD* Planning for course delivery in response to a world-wide pandemic has been challenging to say the least. From that chaos, new ways of thinking and delivering course content have emerged. Hyflex course delivery enhances the student learning experience while providing options that promote the health and safety of the campus community. Faculty develop courses in a way that would allow students to choose whether to attend class in person or online - for the entire semester or class by class. Regardless of student choice, the learning objectives, assessments and overall experience are the same. This is not the typical "Zoom" course, rather it requires faculty to develop an online version of the course and a face2face version of the course offered under one course number/section. Students may stay in one modality or move between modalities as their needs change. Participation paths are varied to promote student to student and faculty to student regular and meaningful interaction. While "hyflex" delivery was created to increase access to higher education for the working adult, it has much more broad application for institutions that need to decrease campus density and class size for public health concerns or other "educational interruptions." Further, this delivery provides a viable option for students who are ingrained in the face2face delivery modality and who would avoid online courses given the option. It helps to ensure that student learning is not negatively affected by social and physical distancing that may be a part of our new normal.

CONCURRENT 4:30 pm – 5:15 pm ET	**Project Management and Electronic Discovery** *Speaker: Michael Quartararo, CEDS, PMP* Paralegals, legal assistants, other legal professionals and attorneys will benefit from understanding the principles of project management and their applicability in the legal business. Over 1 million certified project management professionals work in nearly every industry in 200 countries to help make work more efficient and promote better outcomes. In this session attendees will learn how project management processes can be used to benefit the legal industry as well. In this session, Mike Quartararo, a former paralegal and now president of the Association of Certified E-Discovery Specialists, who in 2016 authored the book, Project Management in Electronic Discovery, will elaborate on advanced project management principles and competencies for paralegals, including best practices for leading discovery projects, how paralegals can and should be lead e-discovery projects, how to marshal the necessary resources, and how to manage processes that lead to successful outcomes in modern-day discovery projects—skills and practices that may immediately be put to use on active matters.
CONCURRENT 4:30 pm – 5:15 pm ET	**Capstone Reboot: A Practical Approach for The New Normal** *Speakers: Kristine Custodio Suero, ACP;* *Carl Morrison, ACP, CAS, RP, PP, AACP* Current instructional methodology pursuant to ABA Guidelines for the Approval of Paralegal Education Programs, Section G301(B)(3) Educational Programs, includes practical assignments that develop paralegal job competencies and encourages field experiences. The objective of this presentation is to provide attendees with practical takeaways to implement in their respective capstone programs. Times are changing, impacting the practice of law, delivery of legal services and how the legal team works. Career-readiness competencies are critical to a successful capstone program.

	Field experiences must prepare professionals for the "new normal" of virtual settings and the ethical considerations thereof. Opportunities abound for paralegal education to set the pace for experience-seeking graduates to acquire invaluable knowledge prior to graduation from a program, including core competencies of teamwork/collaboration, leadership and career management. Leveraging existing resources within paralegal programs provides capstone students with pragmatic and collaborative experiences. Partnering with local paralegal associations for mentorship opportunities and networking with LEX alumni chapters, as well as involving your advisory board within the capstone program will provide students with real-world experiences of working with attorneys. In order to better prepare students for the "new normal," traditional education must be supplemented with practical experiences in a refreshed and innovative capstone program. Preparing students for workforce readiness is inherent to a successful paralegal program.
5:20 pm – 5:35 pm ET	Closing Announcements