

PUBLIC MINUTES

THE COMMITTEE OF BAR EXAMINERS

OF

THE STATE BAR OF CALIFORNIA

April 24 and 25, 2015

**State Bar of California Offices
180 Howard Street
San Francisco, California**

A meeting of the Committee of Bar Examiners of The State Bar of California convened in closed session at 1:05 p.m., Friday, April 24, 2015, in a meeting room at the State Bar offices in San Francisco, Patricia P. White, Chair, presiding. Officers and members present were: Patricia P. White, Chair; Lee H. Wallach, Vice-Chair; James H. Aguirre, Zeny M. Agullana, Traci C. Belmore, James A. Bolton, Ph.D., Michelle Domingo, Karen M. Goodman, Erika Hiramatsu, KV Kumar, Joel S. Miliband, Martha Pruden-Hamiter, Sandhya Ramadas, Sandra L. Salazar, M.D., Larry Sheingold, Jeanne C. Vanderhoff, Patricia M. Villalobos and Alan S. Yochelson, Members. Member Alexander Lawrence was absent. State Bar staff members in attendance were Gayle E. Murphy, Senior Director, Admissions, Gina Crawford, Director for Administration, Debra Murphy Lawson, Director for Moral Character Determinations, George C. Leal, Director for Educational Standards, Lisa Jeong Cummins, Director for Examinations, Greg S. Shin, Director for Operations and Management, Kim Wong, Administrative Specialist, and Rachel S. Grunberg, Senior Assistant General Counsel. Also in attendance was Michael Shore, Ph.D. The session concluded at 2:00 p.m., at which time meetings of the Committee's subcommittees were held. The meeting was reconvened into closed session at 9:00 a.m. on Saturday, April 25, 2015. All Committee members and staff in attendance on Friday were present on Saturday. Also in attendance were members of the Examination Development and Grading Team: Thomas Haran, David Kelley, Dennis Peter Maio, Laura Meyers, Amanda Roze and Paul Webb. The session went into open session at 10:00 a.m., at which time the members of Examination Development and Grading Team left the meeting. The meeting went into closed session at 10:20 a.m. and the meeting was adjourned at 10:45 a.m.

COMMITTEE MEETING PUBLIC MINUTES

It was moved, seconded and duly carried that the minutes taken during the public session of the meeting on March 20, 2015 be approved.

MARCH 2015 KEY INDICATORS

It was by common consent agreed that the March 2015 Key Indicators for the Office of Admissions/Committee of Bar Examiners be received and filed.

SCHEDULE FOR JUNE 19 AND 20, 2015 COMMITTEE MEETING

It was by common consent agreed that the schedule for the June 19 and 20, 2015 Committee Meeting, which will be held at The State Bar of California Offices in Los Angeles, California, be received and filed.

POLICY REGARDING RELEASE OF RESULTS

It was by common consent agreed that the Committee of Bar Examiners' policy regarding announcement of examination results, be received and filed.

SUBCOMMITTEE ON EXAMINATIONS

TENTATIVE DATES FOR CONFERENCE CALL MEETINGS

It was by common consent agreed that tentative conference call meetings of the Subcommittee on Examinations be scheduled for noon on May 22, 2015 and on June 12, 2015 to consider testing accommodation petition appeals filed in connection with administration of the June 2015 First-Year Law Students' Examination and for the July 2015 California Bar Examination.

2014 – 2015 SUBCOMMITTEE GOALS

It was by common consent agreed that the 2014 – 2015 goals for the Subcommittee on Examinations be received and filed.

SUBCOMMITTEE ON OPERATIONS AND MANAGEMENT

**PROPOSED POLICY RE ELIGIBILITY DOCUMENTS
REQUIRED FROM REFUGEES**

It was moved, seconded and duly carried that the following revised Policy Regarding Eligibility Documents Required From Refugees be adopted:

If an applicant has come to the United States and is classified by the U.S. government as a refugee, that person may not have – and may not be able – to obtain all the required documentation to establish his/her eligibility to register as a foreign-educated law school student or attorney.

If the applicant is unable to obtain the required documentation because he/she previously fled a conflict-ridden country or for some other political reason, the applicant may submit a petition to the Committee, which explains the situation and seeks a waiver of the document requirements that are necessary to register as a foreign law student or attorney with the Committee. The applicant must document his/her efforts to obtain the required documents, including the requests that were made and any response or the lack of response to those requests.

In addition, notarized photocopies of the documents that are in the possession of the applicant and five (5) letters of reference from persons who can certify the applicant's education, qualifications and experience must also be submitted.

FEBRUARY 2015 FINANCIAL ANALYSIS REPORT

It was by common consent agreed that the Financial Analysis Report as of February 28, 2015 for the Admissions Fund, be received and filed.

2014 – 2015 SUBCOMMITTEE GOALS

It was by common consent agreed that the 2014 – 2015 goals for the Subcommittee on Operations and Management be received and filed.

SUBCOMMITTEE ON EDUCATIONAL STANDARDS

NOTICE OF CHANGES IN LAW SCHOOL ADMINISTRATORS

It was by common consent agreed that the notices from Lincoln Law School of San Jose of the appointment of Laura Palazzolo as Interim Dean, the University of West Los Angeles of the appointment of Jay Paul Frykberg as Dean and the American Heritage University of Southern California of the appointment of Dr. Tony B.E. Ogiamien as Interim Dean and Law School Administrator, be received and filed.

ST. FRANCIS SCHOOL OF LAW – MAJOR CHANGE REQUEST

It was moved, seconded and duly carried that the Request for Approval of a Major Change submitted by the St. Francis School of Law, pursuant to Rule 4.2145 of the *Unaccredited Law School Rules*, regarding its request to relocate its administrative offices, be received and filed and that the request be granted.

OAK BROOK COLLEGE OF LAW – PERIODIC INSPECTION REPORT

It was moved, seconded and duly carried that the Periodic Inspection Report of the Oak Brook College of Law (OBCL), which visit was conducted on May 5-6, 2014 by John Trunick, Educational Standards Consultant, be received and filed; that the response submitted on behalf of the law school by Dean Douglas McElvy be received and filed; that the recommended mandatory actions regarding OBCL compliance be adopted, noting that the school has confirmed it has already taken the necessary actions to address the issues; that registration of OBCL be continued; and that the next periodic inspection of the law school be scheduled for the fall of 2019, unless an earlier inspection is found by the Committee to be necessary.

**MONTEREY COLLEGE OF LAW/SAN LUIS OBISPO COLLEGE OF LAW –
INSPECTION REPORT OF BRANCH CAMPUS**

It was moved, seconded and duly carried that the Accreditation Inspection Report of San Luis Obispo College of Law (SLOCOL), a provisionally-approved branch campus of Monterey School of Law School, which visit was conducted on April 1, 2015 by George Leal, Director for Educational Standards, be received and filed, and that final approval of SLOCOL as a branch campus of Monterey School of Law be granted.

**PROPOSED AMENDMENTS TO GUIDELINE 8.4 (LIBRARY CONTENT)
GUIDELINES FOR ACCREDITED LAW SCHOOL RULES –
REQUEST TO CIRCULATE FOR PUBLIC COMMENT**

It was moved, seconded and duly carried that the proposed amendments to Guideline 8.4 (Library Contents) of the *Guidelines for Accredited Law School Rules*, which were submitted for consideration by the Committee's Advisory Committee on California Accredited Law School Rules (RAC) in the form attached hereto as "[Item 1](#)" to these minutes be approved in principle, that the proposed amendments be circulated for a 45-day public comment period; and, following receipt of any public comments, the proposal and any comments received be referred to the RAC for its input prior to consideration of the final amendments by the Committee.

**PUBLICATION OF THE MINIMUM, CUMULATIVE BAR EXAMINATION
PASS RATES OF CALIFORNIA-ACCREDITED LAW SCHOOLS**

It was moved, seconded and duly carried that California Accredited law school minimum, cumulative bar examination pass rate data be published on the State Bar's website on a page separate from the general examination statistics following receipt of the information from the schools in July 2015.

2014 – 2015 SUBCOMMITTEE GOALS

It was by common consent agreed that the 2014 – 2015 goals for the Subcommittee on Educational Standards be received and filed.

SUBCOMMITTEE ON MORAL CHARACTER

2014 – 2015 SUBCOMMITTEE GOALS

It was by common consent agreed that the 2014 – 2015 goals for the Subcommittee on Moral Character be received and filed.

ADJOURNMENT

Having concluded all the business scheduled for consideration during the open and closed sessions of the meeting, the meeting was adjourned at 10:45 a.m., Saturday, April 25, 2015.