ANNUAL ASSESSMENT REPORT
AND
STRATEGIC PLANNING UPDATE
Year: 2008

Area or Unit Name: STUDENT LEGAL SERVICES
Area or Unit Leader: Jill Stangl Email: jill.stangl@ttu.edu
Phone Number: (806) 742-3289 Ext: __________
Mail Stop: 5010

Section 1. Goals and Accomplishments

Goal 1: Human Resources and Infrastructure: Promote staff development, leadership, teaching, and training opportunities within Student Legal Services and the Division of Student Affairs.
- Identify and report professional staff involvement: All staff involvement was recorded on Professional Development Plans.
- Identify and report professional staff development and training: All staff development and training, including Continuing Legal Education, was recorded on Professional Development Plans. Each attorney either maintained membership or became a member of the College of the State Bar of Texas, and all full time staff met internal requirements for training, Continuing Legal Education, and professional development.

Goal 2: Graduate and Professional Education: Enhance graduate and professional education opportunities.
- Report instructional participation in Higher Education/Professional Programs: Other than hosting externs from School of Law’s Externship Program, there was no other instructional participation.
- Identify and report student employment activities: Two part-time law clerks were employed by the department this academic year. Student employment activities were recorded on the Employment Exit Survey completed by the one clerk who graduated.

Goal 3: Support for Academic Excellence: Promote student involvement and out of classroom learning and service experience in the university and community.
- Develop additional outreach programs to further engage students with Student Legal Services: The outreach efforts dramatically increased though no new “programs” were developed.
- Identify and report student engagement programs, services or facilities: No programs or services regarding the traditional definition of “engagement” are provided by Student Legal Services; all civic engagement is court ordered.
- Increase awareness of the services provided by the department among the entire student body, faculty and staff: All tracked awareness sources increased anywhere from 23 to 40 percent.
- Identify and report department student employment: The department employed two part-time law clerks this academic year.

Goal 4: Partnerships: Promote internal and external partnerships that enhance the image of the programs and services offered by Student Legal Services.
- Identify and report the number of collaborative academic, research and service partnerships both inside and outside the university: All internal and external partnerships have been recorded; one external legal association partnership was maintained and one internal partnership was maintained.
Section 2. Universal Quantitative Data

There are no Universal Quantitative Data for this area/unit.
Section 3a. Quantitative Information

There is No Area Specific Data in Calendar Year Section.
There is No Area Specific Data in Fall Section.
Section 3b. Qualitative Information.

- The department assisted 1593 students with their legal issues. Assistance included advising, document preparation and review, negotiations, and in-court representation.

- Outreach efforts increased throughout campus, including continued presentations of Texas Law 101 to IS1100 classes.

- The department organized efforts in partnership with the Lubbock Criminal Defense Lawyers Association for pro bono representation for currently enrolled students

- The “pilot” status was removed from the Criminal Defense Program.

- Jill Stangl, J.D. doubled the minimum requirements for Continuing Legal Education set forth by the State Bar of Texas, thereby maintaining membership in the College of the State Bar.

- Brit Swanson, J.D. doubled the minimum requirements for Continuing Legal Education set forth by the State Bar of Texas, thereby maintaining membership in the College of the State Bar.

- Jeff Hays, J.D. was admitted into the College of the State Bar for exceeding the minimum requirements for Continuing Legal Education set forth by the State Bar of Texas.
Commentary:

The staff of Student Legal Services considers the department to be a “general practice law firm focusing on the unique needs of Texas Tech University/ Health Sciences Center students.” It is imperative to have quality, well-trained staff to meet students’ needs. It is equally important to measure student usage and how the students hear about the department to use our marketing budget and time efficiently. All data collected directly relates to those two fundamental principles. In addition, the department prides itself in providing significant learning opportunities for law students who participate in the School of Law’s externship program or are employed as part-time law clerks. The departmental Strategic Plan for the 2007-2008 academic year contained numerous “identify and report” benchmarks. Accordingly, a firmer baseline was established for comparison purposes for future years. The department saw a dramatic increase in freshman and sophomore usage in 07-08. It is not anticipated that these numbers will remain at a high level in future years. The increase can be explained by a unique law enforcement practice occurring during the fall semester. Student Legal Services strives for a gradual increase in all demographics annually, but does not expect to reach these freshman and sophomore usage numbers in 08-09.

Implementation Plan:

The departmental Strategic Plan for the 2008-2009 academic year is dramatically improved from the 2007-2008 plan. All benchmarks, with the exception of one on retention, include a quantitative measure. The Assessment Report for 2009 will provide concrete data to enable the department to better illustrate the goals and accomplishments for the year. To continue providing excellent legal services to students, budgetary resources will need to increase minimally. It is imperative that the department continue to invest in the staff by providing training and Continuing Legal Education opportunities. This means the departmental travel budget will need to be adjusted to keep up with increasing travel costs. Additionally, staff salaries will need to be increased provided the institution allows for merit increases. This is possible only if additional money is provided so operating expenses are not cut. Spatial and personnel resources are currently adequate to meet the students’ needs. I would like to reclassify the attorney position to Attorney at Law/Unit Assistant Director effective September 1, 2009. The reclassification is necessary as the position has changed to include more administrative and managerial functions. I do not foresee the need for any additional positions.