

CBA CLE Plan



Date: June 23, 2020

According to the Constitution of the Connecticut Bar Association, one of the purposes of the organization is “to supply the highest quality continuing legal education opportunities and works of legal scholarship.” We take this commitment seriously, and are fortunate to be able to produce educational programming in conjunction with a membership that consists of well-educated attorneys, with extensive experience in every area of law.

Our goals for CLE Programming

At the CBA, the goal for our Continuing Legal Education is to provide a balanced calendar of high-quality seminars, designed to meet the professional development needs of Connecticut lawyers. In accordance with the recommendations of the Report of the CBA CLE Advisory Task Force, we proactively reach out to our Section leadership, and work with them to produce programs that provide specific, substantive learning outcomes for attendees. Over the course of each year, we provide educational programming that showcases the expertise of our CLE faculty and addresses the varying needs of our member attorneys, in accordance with their experience, practice areas, and geographic locations.

Depth of Programming

Our focus is on in-depth and detailed classes so that faculty have adequate time to present material in a thorough and professional manner, and so that attendees have time to participate in meaningful Q&A. Accordingly, we encourage you to consider these goals when making your CLE plans, and develop the program schedule accordingly.

Working with Our Sections

Often, ideas for CLEs come from sections, and, in general, the CBA produces educational events with the section that focuses on the topic area. CBA staff works with and supports section CLE organizers to produce, publicize, and market these events. This practice is consistent with our commitment to support our sections.

Non-Section Originated CLE

Occasionally we are approached with CLE seminar proposals from members who are not affiliated with a section. Where there is no relevant section, CBA staff will evaluate the program and may proceed to produce it with the organizer. If there is a pertinent section, we will encourage the organizer to communicate with the section, and will solicit feedback from the section on the proposal. In addition, the education department sometimes independently produces CLE programming when there is a need in the market, and the relevant section has declined participation in organizing the seminar.

Section Meetings and CLE

We know that sections regularly present substantive educational content at their meetings. These programs may qualify for CLE credit under the Connecticut MCLE rule. (Section 2-27(A) of the Superior Court Rules)

Subsection (c)(6) of the rules states that:

"To be eligible for continuing legal education credit, the course or activity must: (A) have significant intellectual or practical content designed to increase or maintain the attorney's professional competence and skills as a lawyer; (B) constitute an organized program of learning dealing with matters directly related to legal subjects and the legal profession; and (C) be conducted by an individual or group qualified by practical or academic experience."

We have established procedures to provide credit to members for Section Meeting CLE programs. The credit is tracked to member profiles by CBA staff, who record member attendance at the meeting. We have interpreted (c)(6)(B) to require the program to have a planned schedule and program description that has been communicated to us a minimum of 3 weeks prior to the meeting to enable us to set up the credits in our system. Should the meeting provide instruction time that exceeds what has been communicated to us and set up in our system, members in attendance can independently record that time to their profiles (use the green plus sign) but CBA staff will not adjust the number of credits originally requested for the meeting. This is consistent with CLE management policies; when a CLE seminar goes over its planned time, we do not adjust the credit amount.

There are additional requirements to provide New York CLE credit for Section Meeting programs. New York State CLE Board CLE Program Rules s. 1500.4(b) Standards:

- (1) One (1) hour of continuing legal education credit shall consist of at least 50 minutes of instruction, exclusive of introductory remarks, meals, breaks, or other non-educational activities.
- (2) The course or program must have significant intellectual or practical content and its primary objective must be to increase the professional legal competency of the attorney in ethics and professionalism, skills, law practice management, areas of professional practice, and/or diversity, inclusion and elimination of bias.
- (3) The course or program shall be taught by instructors with expertise in the subject matter being taught and shall be specifically tailored to attorneys.
- (4) The faculty of the course or program shall include at least one attorney in good standing, who shall actively participate in the course or program. [effective January 1, 2008]
- (5) The course or program shall not be taught by a disbarred attorney, whether the disbarred attorney is the sole presenter or one of several instructors. [effective August 2, 2007]
- (6) The continuing legal education course or program must be offered by a provider that has substantial, recent experience in offering continuing legal education to attorneys, or that has demonstrated an ability to effectively

organize and present continuing legal education to attorneys. [formerly 1500.4(b)(4)]

(7) «Next Record»Thorough, high quality, readable and carefully prewritten materials must be made available to all participants at or before the time the course or program is presented, unless the absence of materials, or the provision of such materials shortly after the course or program, is pre-approved by the CLE Board. Written materials shall satisfy the criteria set forth in the Regulations and Guidelines. [formerly 1500.4(b)(5)]

Technology and Access to Educational Programming

The CBA website currently offers educational video resources through the Caseflash, BarChat, and Practice Tips series. In addition, the CBA offers On-Demand CLE programs. The CBA is working to increase remote access to its live programs.

Maximizing Seminar Attendance

It is our intention to produce well-attended CLE events. We know that our faculty invest substantial effort in creating a seminar, and we want to do our best to ensure a strong audience for that work. With that in mind, we have put together a planning and approval process, with tools for you to use, to enable us together to create, publicize, and promote these programs so that they will be well-attended and appreciated by the target audience. These tools can be found at:

www.ctbar.org/CLEPlanningForm

<https://ctbar.site-ym.com/page/SectionMeetingCLE>

We will work with you to help you get the word out to your own network about your seminar.

We look forward to seeing you soon at a Connecticut Bar Association Education Program!