

**The Committee of Bar Examiners  
Of  
The State Bar of California**

**ADVISORY COMMITTEE ON CALIFORNIA ACCREDITED LAW  
SCHOOL RULES**

**FUNCTION AND PROCEDURES**

**I. Function**

The Advisory Committee on California Accredited Law School Rules (Advisory Committee) provides advice to the Committee of Bar Examiners of the State Bar of California (CBE) on matters relating to the promulgation of new rules, guidelines and amendments to the *Accredited Law School Rules (Rules)* and the *Guidelines for Accredited Law School Rules (Guidelines)*.

- (A) The CBE will refer such matters to the Advisory Committee for its review and recommendation prior to making a final decision.
- (B) The CBE will set reasonable deadlines for receipt and review of the Advisory Committee's comments and recommendations. Generally, the Advisory Committee will provide recommendations regarding new rules and guidelines within 90 days of receiving a referral from the CBE.
- (C) The Advisory Committee may also develop related proposals for consideration by the CBE.
- (D) The Advisory Committee will provide all comments, proposals and recommendations to the State Bar's Office of Admissions for distribution to the CBE in compliance with the CBE's regular notice requirements. However, recommendations provided to the CBE at least 30 days prior to a regularly scheduled meeting at which the matter will be presented will be distributed to the CBE as soon as practicable following receipt. Language in proposed rules and guidelines must be consistent with the State Bar's rules standards.
- (E) The Advisory Committee will be provided the opportunity during a regularly scheduled meeting to present the recommendations. After due consideration, the CBE will make a determination either to accept, modify or deny the recommendations of the Advisory Committee, and the Advisory Committee will be advised of the CBE's decision within ten days following the last day of the CBE meeting where the matter was presented for a final vote. The CBE will have the sole and exclusive authority to decide the

issues presented and its decision is final, unless the Advisory Committee by a majority vote determines to seek review pursuant to section (F) below.

- (F) Upon CBE's rejection or substantial modification of an Advisory Committee recommendation related to the *Rules and Guidelines*, by majority vote, the Advisory Committee may request review of the decision by the Regulation, Admissions and Discipline Committee (RAD) of the State Bar of California's Board of Governors. RAD may reject the appeal, request that all or part of the CBE decision be reconsidered, or choose to request a formal review by the Board of Governors. If RAD rejects the appeal, the decision is final with no further appeal to the Board of Governors.

## II. Composition and Term of Office

The Advisory Committee will consist of six members, three selected by the deans of the California-accredited law schools by whatever process they deem appropriate, and three appointed by the Chair of the CBE.

- (A) Persons selected from the law schools must be individuals with California Accredited Law Schools (CALS) experience, including current and previous CALS deans, associate deans or senior faculty.
- (B) Persons selected by the CBE may be current or former members of the CBE or other individuals with professional or board level expertise in the fields of legal education, higher education, or regulation.
- (C) The term of office for each member is three years. For the first Advisory Committee appointed, each member will serve initial terms of one year, two years and three years, such terms to be determined by lot.
- (D) The Chair of the Advisory Committee will be selected on an annual basis by the Advisory Committee from among its members. The Advisory Committee Chair will serve a minimum of one year, in accordance with the State Bar's appointments schedule, with no prohibition on serving as Chair for more than one year.

## III. Meetings, Agenda and Summaries

- (A) The Advisory Committee will approve a meeting schedule that is necessary to meet its responsibilities. Generally, the Advisory Committee will meet in conjunction with regularly scheduled meetings of the CBE
- (B) Advisory Committee meetings will be conducted in conformance with the State Bar's open and closed meeting rules.

- (C) The logistics and agenda for each meeting will be coordinated by the State Bar's Office of Admissions in consultation with the Chair of the Advisory Committee. The agenda and copies of all items under consideration will be distributed to Advisory Committee members at least 30 days prior to the meeting. Generally, distribution will be by email. The Advisory Committee will also be provided any additional information related to the Advisory Committee's recommendations that are included in the general agenda and materials provided to the CBE, consistent with the State Bar's Open and Closed Meeting rules.
- (D) A member of the Advisory Committee will be designated by the Advisory Committee Chair to compile a summary of the meeting for distribution to its members.

#### IV. Budget

Each year's cost of the Advisory Committee's activities will be determined annually by the State Bar's Office of Finance, which will also determine what portion of the costs shall be assessed to the CALS as an additional annual fee. The cost of the program will consist of both direct and indirect costs in accordance with the State Bar's established budget procedures. The annual fee will be charged to California-accredited law schools, which must be paid at the same time as the annual compliance report fee is due.

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