



2016 Asia Regional Clinical Legal Education (CLE) Summer School Agenda
 Chiang Mai Hill Hotel, Chiang Mai, Thailand
 9th-18th June 2016
EXTERNAL AGENDA

Outcomes:

- Provide platform to share regional experiences about the achievement and challenges of CLE programmes, and discuss ways to overcome the challenges;
- Provide space for CLE networking in regional and international level for future collaboration, partnership, and support;
- Participants understand the administration of different types of CLE programmes including in-house clinics, community teachings, externships and simulations;
- Participants to design the CLE courses suited their needs and resources available;
- Participants to develop/strengthen the CLE program strategic plans;
- Provide lawyering skills needed for different types of CLE programmes;
- Participants to understand the benefits of monitoring and evaluating the CLE programmes;
- Provide tools for CLE programmes monitoring and evaluation; and
- To build up capacity of the participants on proposal writing for funding purpose.

Thursday 9th June 2016 (DAY 1) – Overview and Introduction	
Time	Agenda
13:00 – 13:20	Registration
13:20 – 13:40	Meet and Greet <i>Session Outcome:</i> <ul style="list-style-type: none"> • To make the participants feel comfortable and get to know each other
13:40 – 14:00	Overview and Goals of the CLE Summer School Reflective Report Due
14:00 – 15:00	Session 1: Reflective Journal and Effective tools for CLE Programmes <i>Session Outcomes:</i> <ul style="list-style-type: none"> • Understand the purpose of the reflective journal and due date; • Know different effective tools for information maintenance and

	sharing; and <ul style="list-style-type: none"> • Know how to use Dropbox and Google Drive
15:00 – 15:15	Refreshment Break
15:15 – 16:30	Session 2: Participants present/share about CLE Programmes <u>Session Outcome:</u> <ul style="list-style-type: none"> • University partners to present about their CLE program/clinic/integrating CLE methodologies in different subjects/CLE activities including challenges, supports needed
16:30 – 17:00	Daily Debrief & Evaluation (and assign Energizer Persons)
19:00 – 21:30	Welcome Dinner
Friday 10th June 2016 (DAY 2) – CLE Programmes Administration	
Time	Agenda
08:30 – 09:00	Registration
09:00 – 09:20	Energizer
09:20 – 10:45	Session 1 : CLE Programmes Administrative Structures <u>Session Outcomes:</u> <ul style="list-style-type: none"> • Understand the administrative structures of each type of CLE Programmes; • Be able to design the administrative structures for their CLE Programmes; and • Appreciated the importance of effective administrative structures
10:45 – 11:00	Refreshment Break
11:00 – 12:00	Session 2 : CLE Programme Proposal Writing <u>Session Outcomes:</u> <ul style="list-style-type: none"> • Understand how to write the proposal for funding purpose; and • Know financial resources to propose the proposal.
12:00 – 13:00	Lunch
13:00 – 15:00	CLE Programme Proposal Writing - continue
15:00 – 15:15	Refreshment Break
15:15 – 16:15	Session 3 : CLE Programme Course Accreditation <u>Session Outcomes:</u> <ul style="list-style-type: none"> • Identify procedure and step to make their CLE Programmes accredited; • Understand important keys to maintain CLE Programmes; and • Appreciate the course accreditation as the way to ensure the sustainable of the CLE Programme
16:15 – 17:15	SEACLEA : Introduction of SEACLEA “What is SEACLEA?” What do we need from SEACLEA ? <u>Session Outcomes:</u> <ul style="list-style-type: none"> • To introduce SEACLEA to the new participants • Understand the purpose & the Goals of the SEACLEA • To understand why SEACLEA is important for CLE • To understand what is the benefit to CLE leader to get from SEACLEA

17:15 – 17:30	Daily Debrief & Evaluation
Saturday 11st June 2016 (DAY 3) – Supervision and Mentoring	
Time	Agenda
08:30 – 09:00	Registration
09:00 – 09:20	Energizer
09:20 – 10:45	<p>Session 1 : CLE Programme Supervision and Mentoring</p> <p><u>Session Outcomes:</u></p> <ul style="list-style-type: none"> • Know the models of supervision and then elements needed for effective supervision and mentoring policy for in-house clinic, community teaching clinic, externship clinic, and simulation clinic; • Identify the characteristics of good supervisors; • Develop supervision and mentoring policy for their clinics; and • Appreciate the importance of having supervision policy in the CLE clinics.
10:45 – 11:00	Refreshment Break
11:00 – 12:00	CLE Programme Supervision and Mentoring
12:00 – 13:00	Lunch
13:00 – 15:00	CLE Programme Supervision and Mentoring
15:00 – 15:15	Refreshment Break
15:15 – 16:15	CLE Programme Supervision and Mentoring
16:15 – 17:15	<p>SEACLEA : How could SEACLEA function effectively</p> <p><u>Session Outcome:</u></p> <ul style="list-style-type: none"> • Understand the SEACLEA is the best progress to developing the CLE • Understand the SEACLEA can make the big move in SEA to expand the CLE
17:15 – 17:30	Daily Debrief and Evaluation
Sunday 12th June 2016 (DAY 4) – Monitoring and Evaluation	
Time	Agenda
08:30 – 09:00	Registration
09:00 – 09:20	Energizer
09:20 – 10:45	<p>Session 1 : Monitoring and Evaluating CLE Programmes</p> <p><u>Session outcome:</u></p> <ul style="list-style-type: none"> • Provide the participants with different instruments the participants can use and how to analyse findings; and • Appreciate the benefits and importance of monitoring and evaluating the CLE programmes
10:45– 11:00	Refreshment Break
11:00 – 12:00	Monitoring and Evaluating CLE Programmes
12:00 – 13:00	Lunch
13:00 – 15:00	Monitoring and Evaluating CLE Programmes
15:00 – 15:15	Refreshment Break

15:15 – 16:15	Monitoring and Evaluating CLE Programmes
16:15 – 17:15	<p>SEACLEA : The Next Step for SEACLEA, Ways to establish connections with professionals and legal professional associations in Southeast Asia</p> <p><u>Session Outcomes:</u></p> <ul style="list-style-type: none"> • To make participants come up with the idea to move forward the SEACLEA • To provide the space for SEACLEA members and new participants to build network and make a plan for the next move • To know how the SEACLEA members can help and make it strengthen • Understand how important to build the connections professionals and legal professional • To understand which way SEACLEA can help the new connection and collaboration
17:15 – 17:30	Daily Debrief & Evaluation
Monday 13rd June 2016 (DAY 5) – Case Management	
Time	Agenda
08:30 – 09:00	Registration
09:00 – 09:20	Energizer
09.15-10.00	<p>Session 1: What is case management?</p> <p><u>Session Outcomes:</u></p> <ul style="list-style-type: none"> • The scope of case management from start to finish; <ul style="list-style-type: none"> ○ Using a legal aid context, explain the process of case management from client intake to post-resolution ○ Emphasize the need to collect and analyze data • The organizations that must engage in case management; and • Discussion of legal aid office, pro bono lawyers, legal aid clinics, etc. and their need to engage in case management
10.00-10.45	<p>Session 2 : Case Management in the Big Picture</p> <p><u>Session Outcomes:</u></p> <ul style="list-style-type: none"> • Professional Responsibility <ul style="list-style-type: none"> ○ Discuss how a lawyer’s duty to their client and their fellow lawyers can’t be fulfilled without accurately recording data and managing it in a case file • Access to Justice and Organizational Development <ul style="list-style-type: none"> ○ Discuss how a legal aid organization, law clinic, etc. must have accurate data to improve and expand their services in the future • Caring about case management • Given perception of case management as “extra work” how can we make individuals and organizations see the value of case

	management?
10.45-11.00	Refreshment Break
11.00-12.00	<p>Session 3 : Client Intake Forms</p> <p><u>Session Outcomes:</u></p> <ul style="list-style-type: none"> • What data should be captured in a client intake form? <ul style="list-style-type: none"> ○ Discussion of the questions that should be asked of clients in order to understand their needs • Designing a client intake form <ul style="list-style-type: none"> ○ Discussion of issues such as check boxes v. write-in, length, language, etc. • Sensitivities to consider/client-centered lawyering • Relate interaction with clients to the principles of client-centered lawyering; importance of first impression with clients; sensitivity of marginalized groups
12.00-13.00	Lunch
13.00-14.00	<p>Session 4 : Case Logs</p> <p><u>Session Outcomes:</u></p> <ul style="list-style-type: none"> • What data should be captured in a case log? <ul style="list-style-type: none"> ○ Discussion of what a case log is/can be and how it should capture major case developments, client data, evidence, etc. • Designing a case log form • Discussion of formatting and use of electronic systems for case logs
14.00-15.00	<p>Session 5 : Practicing Case Management for Professional Responsibility</p> <p><u>Session Outcomes:</u></p> <ul style="list-style-type: none"> • Individual roles in case management <ul style="list-style-type: none"> ○ Discuss the roles of lawyers and administrative staff • Review of principles of professional responsibility and how they relate to case management • Relationship of case management and time management
15.00-15.15	Refreshment Break
15.15-16.30	Practicing Case Management for Professional Responsibility – continue
16.30-17.00	Daily Wrap up and Evaluation
Tuesday 14th June 2016 (DAY 6) – Ethical Practice of Client-Centered Lawyering	
Time	Agenda
08:30 – 09:00	Registration
09:00-09:15	Energizer
09:15-10:30	Session 1 : Introduction to ethical practice of client-centered lawyering

	<p><u>Session objective:</u></p> <ul style="list-style-type: none"> • Explore the concept of client-centered lawyering as a means of ensuring access to justice and furthering the objectives of an ethical legal profession. This session will focus on how lawyers can achieve the objective of acting in a client's best interests while ensuring we foster client autonomy. This session also emphasises empowerment (of the lawyer, client and potentially of the community) as one of the outcomes of client centered lawyering approach.
10:30-10:45	Refreshment Break
10:45-12:15	<p>Session 2 : Meeting clients and trusting a lawyer</p> <p><u>Session Objective:</u></p> <ul style="list-style-type: none"> • Interactive and practical skill building session which will explore the basic skills needed by a legal practitioner to develop a client's trust and respect. It will address these issues in the context of a lawyer's ethical obligations and the higher standards expected of members of the legal profession.
12:15-13:15	Lunch
13:15-14:15	<p>Session 3 : Lawyering in practice – Experiences of legal ethics & client centred lawyering.</p> <p><u>Session Outcomes:</u></p> <ul style="list-style-type: none"> • Trainers to share experiences, involving the lecturers/ local lawyers and allowing them time to share their experiences. Facilitated large group discussion with aims to draw on local examples and practices as a means to identify current and potential ways to ensure ethical client centred lawyering.
14:15-15:30	<p>Session 4 : Duty of confidentiality & legal professional privilege</p> <p><u>Session Outcomes:</u></p> <ul style="list-style-type: none"> • This is an interactive, values strengthening and practical skill building session which will focus on the key elements of the duty of confidentiality and the issues arising when the duty conflicts with other duties owed by the lawyer. It will look at underlying societal rationale for the existence of the duty of confidentiality, as well as what happens when this duty creates a conflict between the client and the lawyer's interests and other duties.
15:30-15:45	Refreshment Break

15:45 – 16.45	<p>Session 5 : Avoiding conflict of interests</p> <p><u>Session Outcomes:</u></p> <ul style="list-style-type: none"> • This session will look at instances of when a lawyer’s own interests or the interest of others conflict with those of his / her client and what happens when lawyers do not act solely in their client’s interests.
16:45-17:00	Wrap up and evaluation (5 ‘Take aways’ for sharing next morning)
Wednesday 15th June 2016 (DAY 7)- Ethical Practice of Client-Centered Lawyering	
Time	Agenda
08:30 – 09:00	Registration
09:00-09:15	Session 1: Recap on Day 1 - 5 ‘Take aways’ sharing
09:15-10:45	<p>Session 2: Sources of Ethics Lawyers - Duties to the Court</p> <p><u>Session Outcomes:</u></p> <ul style="list-style-type: none"> • Identify the duties to court; • Understand and appreciate roles of lawyers as officers of the court; • Understand possible conflict between duties to court and duties to client; • Understand the possible consequences, or negative outcomes of breaching duties to the court; • Identify possible situations and causes of conflict; • Have a guide for understanding how to deal with those conflicts; and • Understand and appreciate the importance of supporting the integrity of court processes
10:45-11:00	Refreshment Break

11:00-12:15	Session 3: Duties to the Court – continue
12:15-13:15	Lunch
13:15- 14:30	<p>Session 4: Working with clients in trauma</p> <p><u>Session Outcomes:</u></p> <ul style="list-style-type: none"> This session will explore and provide some initial insights and guidance for lawyers on ethical, effective methods as well as challenges when working alongside clients in trauma. The idea is to provide a brief set of materials for participants to take away.
14:30-14:45	Refreshment break
14:45 – 16:15	<p>Session 5: Duty to the Administration of Justice</p> <p><u>Session Outcomes:</u></p> <ul style="list-style-type: none"> This session is in two parts, the first party involves an interactive session aimed to bring together the various elements discussed over the 2 days under the umbrella of ‘the duty to the administration of justice’. E.g. If the client asks us to do something illegal do we report it? If the client wants you to appeal and there are no grounds and you have advised them of this. What do you do? The duty to the administration of justice cuts across all the other duties and is pervasive so this might be a good capstone session. What happens when there is a conflict with what lawyers are instructed to do and administration of justice? Panel session on how to move forward and work to ensure that these client centered and ethical principles are further put into practice.
16:15-17:15	<p>SEACLEA : What we can contribute to SEACLEA</p> <p><u>Session Outcome:</u></p> <ul style="list-style-type: none"> To understand what we can give and help the SEACLEA to be better and powerful
17:15-17:30	Wrap-up & evaluation
Thursday 16th June 2016 (DAY 8) – CLE Models Course Design	
Time	Agenda
08:30 – 09:00	Registration
09:00 – 09:20	Energizer
09:20 – 10:45	<p>Session 1 : Different types of CLE Models</p> <p><u>Session Outcomes:</u></p> <ul style="list-style-type: none"> Understand the purposes of different types of CLE Programmes; Understand the differences of each model; and Identify CLE model suits their universities best
10:45 – 11:00	Refreshment Break
11:00 – 12:00	<p>Session 2 : CLE Course Model – In-House Clinic Programme</p> <p><u>Session Outcomes:</u></p>

	<ul style="list-style-type: none"> • Understand the academic (class room) and service components of the in-house clinic; and • Explore to in-house clinic syllabus examples
12:00 – 13:00	Lunch
13:00 – 14:00	<p>Session 3 : CLE Course Model - Community Teaching/Street Law Programme</p> <p><u>Session Outcomes:</u></p> <ul style="list-style-type: none"> • Understand the academic (class room) and service components of the community teaching clinic; and • Explore to community teaching clinic syllabus examples
14:00 – 15:15	<p>Session 4 : CLE Course Model - Externship Programme</p> <p><u>Session Outcomes:</u></p> <ul style="list-style-type: none"> • Understand the academic (class room) and service components of the externship clinic; and • Explore to externship clinic syllabus examples
15:15 – 15:30	Refreshment Break
15:30 – 16:30	<p>Session 5 : CLE Course Model – Simulation Clinic</p> <p><u>Session Outcomes:</u></p> <ul style="list-style-type: none"> • Understand the academic (class room) and service components of the simulation clinic; and • Explore to simulation clinic syllabus examples
16:30 – 17:00	Daily Debrief & Evaluation
Friday 17th June 2016 (DAY 9) - Pro Bono Clinical Legal Education (CLE) Program	
Time	Agenda
08:30 – 09:00	Registration
09:00 – 09:20	Energizer
09:20 – 10:20	<p>Session 1: What is pro bono and why should the legal profession do pro bono?</p> <p><u>Session Outcome:</u></p> <p>This session aims to provide an understanding of pro bono and an appreciation of ethical values behind pro bono. The session materials used are from legal ethics/pro bono/A2J/professional responsibility curriculum including: Chapter 9 Activity 2 – Case Study, Chapter 10 Activity 1 – Video, and Chapter 10 Activity 4 – Recall personal experience for why to do pro bono.</p>
10:20 – 10:35	Refreshment Break
10:35 – 11:20	<p>Session 2: How CLE relates pro bono</p> <p><u>Session Outcome:</u></p> <p>This introductory CLE session will provide the participants with an understanding on what clinical legal education is. This session will also explore the relation between CLE and pro bono including examples of CLE and pro bono working together.</p>
11:20 – 12:30	Session 3: Ways for law firms and universities to collaborate

	<p><u>Session Outcome:</u> This session will explore different collaboration based pro bono programs between law firms and universities e.g. pro bono CLE externship program, pro bono cases referral, pro bono lawyer supervisor, pro bono lawyer educating law students.</p>
12:30 – 13:30	Lunch
13:30 – 14:45	<p>Session 4 : Pro Bono CLE Externship Program</p> <p><u>Session Outcome:</u> This session will give ideas of how to develop a pro bono CLE externship program where law students gain legal knowledge, practical skills and ethical value through working on pro bono cases in a law firm. This session will explore essential elements of the program such as purpose, supervision, and types of cases that students work on.</p>
14:45 – 15:00	Refreshment Break
15:00 – 16:30	<p>Session 5 : Course Design – Participants design CLE courses</p> <p>Session Outcomes:</p> <ul style="list-style-type: none"> • Participants to design the CLE courses; and <p>Identify ways to make the CLE course accredited</p>
16:30 – 17:00	Daily Debrief & Evaluation
19:00	Closing Dinner
Saturday 18th June 2016 (DAY 10) – CLE Program Course Design & SEACLEA	
Time	Agenda
09:00 – 10:30	Session 1 : Course Design – Participants design CLE courses (continue)
10:30 – 10:45	Refreshment Break
10:45 – 12:00	Designed Course Sharing and Feedback
12:00 – 13:00	Lunch