

Draft #	Content	Recommended Delivery Method/ Venue	Frequency	Priority	Plan Year 2016-2017	Plan Year 2017-2018	Curriculum Committee	Target Audience	Notes and Rationale(including length of time)	Cost Benefit Analysis Performed (check if done)	Questions and clarifications
Statewide Programs and Courses											
All programs are held at a government meeting facility unless otherwise noted											
	NEW JUDGE EDUCATION AND JUDICIAL ASSIGNMENT ORIENTATION COURSES										
	2016 B.E. Witkin Judicial College of California	Held Offsite	Offered once each year	1			Governing Committee	Judges and SJOs			
	2017 B.E. Witkin Judicial College of California	Held Offsite	Offered once each year	1			Governing Committee	Judges and SJOs			
	2016 New Judge Orientation #1/8		7-10 times per year as needed	1			Governing Committee	Judges and SJOs			
	2016 New Judge Orientation #2/8		7-10 times per year as needed	1			Governing Committee	Judges and SJOs			
	2016 New Judge Orientation #3/8		7-10 times per year as needed	1			Governing Committee	Judges and SJOs			
	2016 New Judge Orientation #4/8		7-10 times per year as needed	1			Governing Committee	Judges and SJOs			
	2016 New Judge Orientation #5/8		7-10 times per year as needed	1			Governing Committee	Judges and SJOs			
	2016 New Judge Orientation #6/8		7-10 times per year as needed	1			Governing Committee	Judges and SJOs			
	2016 New Judge Orientation #7/8		7-10 times per year as needed	1			Governing Committee	Judges and SJOs			
	2016 New Judge Orientation #8/8		7-10 times per year as needed	1			Governing Committee	Judges and SJOs			
	2017 New Judge Orientation #1/8		7-10 times per year as needed	1			Governing Committee	Judges and SJOs			
	2017 New Judge Orientation #2/8		7-10 times per year as needed	1			Governing Committee	Judges and SJOs			
	2017 New Judge Orientation #3/8		7-10 times per year as needed	1			Governing Committee	Judges and SJOs			
	2017 New Judge Orientation #4/8		7-10 times per year as needed	1			Governing Committee	Judges and SJOs			
	2017 New Judge Orientation #5/8		7-10 times per year as needed	1			Governing Committee	Judges and SJOs			
	2017 New Judge Orientation #6/8		7-10 times per year as needed	1			Governing Committee	Judges and SJOs			
	2017 New Judge Orientation #7/8		7-10 times per year as needed	1			Governing Committee	Judges and SJOs			
	2017 New Judge Orientation #8/8		7-10 times per year as needed	1			Governing Committee	Judges and SJOs			
	Appellate Justices Orientation		½ day	1			Appellate	Justices	Timing of live program depends on number and frequency of appointments. On-demand resources available in Appellate Practice toolkit.		

2016 -17 Civil Law Basic Orientation Covered:Case ManagementADR; Disqualification & DisclosureChallenges to PleadingsDefaults; DiscoveryLaw & MotionSummary JudgmentSettlementPretrial ConferencesJury SelectionTrialsPost-trial MotionsBankruptcy	Topics	PAO - Winter	4.5 days once a year.	1			Civil	Judges and SJOs		X	Reverse limits on Experienced Judge PAO attendance
2017 -18 Civil Law Basic Orientation Covered:Case ManagementADR; Disqualification & DisclosureChallenges to PleadingsDefaults; DiscoveryLaw & MotionSummary JudgmentSettlementPretrial ConferencesJury SelectionTrialsPost-trial MotionsBankruptcy	Topics	PAO - Winter	4.5 days once a year.	1			Civil	Judges and SJOs		X	Reverse limits on Experienced Judge PAO attendance
2016-17 Orientation for Experienced Civil Law Judges Covered:Case ManagementArbitrationClass ActionsAnti-SLAPLaw & MotionPretrial MattersIn Trial IssuesVerdicts & JudgmentsUnfair Business PracticesPost Trial MattersSelect Advanced Topics	Topics	PAO/EAC - Spring	3 days once a year.	1			Civil	Judges and SJOs		X	Reverse limits on Experienced Judge PAO attendance
2017-18 Orientation for Experienced Civil Law Judges Covered:Case ManagementArbitrationClass ActionsAnti-SLAPLaw & MotionPretrial MattersIn Trial IssuesVerdicts & JudgmentsUnfair Business PracticesPost Trial MattersSelect Advanced Topics	Topics	PAO/EAC - Spring	3 days once a year.	1			Civil	Judges and SJOs		X	Reverse limits on Experienced Judge PAO attendance
2016-17 Limited Jurisdiction, Small Claims & Unlawful Detainer Orientation(inc. working with self-represented litigants)		PAO - Fall	3 days once a year.	1			Civil	Judges and SJOs	The Committee also recommends the creation of a workgroup to evaluate whether these subjects should continue to be taught as one 3-day PAO or broken into 2-3 separate programs (perhaps 1-day courses in each subject – Limited Civil, UD, Small Claims).	X	
2017-18 Limited Jurisdiction, Small Claims & Unlawful Detainer Orientation(inc. working with self-represented litigants)		PAO - Fall	3 days once a year.	1			Civil	Judges and SJOs	See above	X	
CEQA Overview		?	2 days every other year.	1			Civil	Justices, Judges, Attorneys		X	(Note as experienced assignment course)
Criminal Law Primary Assignment Orientation (PAO) # 1 of 6 Arraignments, Bail, Discovery, Plea negotiations, settlement Common motions, Search and seizure, Preliminary hearings, Courtroom, and trial management, Jury selection, Common evidentiary issues at trial, Jury instructions, Basic sentencing concepts & probation decision making, Introduction to felony sentencing, Issues unique to DUI Cases, Issues unique to DV cases, Issues unique to gang Cases		PAO - Fall	4.5 days 3 times a year	1			Criminal	Judges and SJOs	Governing Committee had reduced the number of participants to only (a) new judges who are new to the assignment, (b) experienced judges new to the assignment, and (c) assigned judges. The committee recommends that the program continue to be offered 3 times a year, but requests that the number and types of course participants not be limited.	X	Reverse limits on Experienced Judge PAO attendance
Criminal Law Primary Assignment Orientation (PAO) # 2 of 6 Same as above		PAO - Winter	4.5 days 3 times a year	1			Criminal	Judges and SJOs	See above	X	Reverse limits on Experienced Judge PAO attendance
Criminal Law Primary Assignment Orientation (PAO) # 3 of 6 Same as above		PAO/EAC - Spring	4.5 days 3 times a year	1			Criminal	Judges and SJOs	See above	X	Reverse limits on Experienced Judge PAO attendance
Criminal Law Primary Assignment Orientation (PAO) # 4 of 6 Same as above		PAO - Fall	4.5 days 3 times a year	1			Criminal	Judges and SJOs	See above	X	Reverse limits on Experienced Judge PAO attendance
Criminal Law Primary Assignment Orientation (PAO) # 5 of 6 Same as above		PAO - Winter	4.5 days 3 times a year	1			Criminal	Judges and SJOs	See above	X	Reverse limits on Experienced Judge PAO attendance
Criminal Law Primary Assignment Orientation (PAO) # 6 of 6 Same as above		PAO/EAC - Spring	4.5 days 3 times a year	1			Criminal	Judges and SJOs	See above	X	Reverse limits on Experienced Judge PAO attendance
Traffic Primary Assignment Orientation (PAO) Arraignments and pleas, Notices to appear, Failure to appear, Forfeiture of bail Demurrers Pretrial diversion and traffic school, Traffic infraction sentencing, Continuances Common motions, Trials by declaration, Court trials, Appeals, Unique issues: photo red lights, commercial vehicles, speed enforcement, and juvenile drivers		PAO/EAC - Spring	2 days once every year	3			Criminal	Judges and SJOs	The committee recommends offering this program though it is ranked among the least important on the criminal law education plan.	X	Reverse limits on Experienced Judge PAO attendance
Traffic Primary Assignment Orientation (PAO) Arraignments and pleas, Notices to appear, Failure to appear, Forfeiture of bail Demurrers Pretrial diversion and traffic school, Traffic infraction sentencing, Continuances Common motions, Trials by declaration, Court trials, Appeals, Unique issues: photo red lights, commercial vehicles, speed enforcement, and juvenile drivers		PAO/EAC - Spring	2 days once every year	3			Criminal	Judges and SJOs	The committee recommends offering this program though it is ranked among the least important on the criminal law education plan.	X	Reverse limits on Experienced Judge PAO attendance

Fundamentals of Felony Sentencing, #1 of 4	EAC - Fall	2 days twice a year	1			Criminal	Judges and SJOs	Attendance (max 30): 2009—23, 2010—21, 2011—12, 17, 2012—14, 24; 2013—50; 2014—29 (one iteration cancelled due to staffing shortage); 2015—31, (max 25) 31 (including 6 APJs; 11 waitlisted)Governing Committee had reduced participant numbers for 2015-2016 offerings from 30 to 25. The committee recommends expanding the class size back to 30-40 participants particularly in light of heavy enrollment and waitlist numbers. It is further recommended to shorten the course from 2.5 days to 2 days.	X	(Note as experienced orientation reversal of reduction) NOTE
Fundamentals of Felony Sentencing, #2, of 4	EAC - Winter	2 days twice a year	1			Criminal	Judges and SJOs	See above	X	(Note as experienced orientation reversal of reduction) NOTE
Fundamentals of Felony Sentencing, #3, of 4	EAC - Fall	2 days twice a year	1			Criminal	Judges and SJOs	See above	X	(Note as experienced orientation reversal of reduction) NOTE
Fundamentals of Felony Sentencing, #4 of 4	EAC - Winter	2 days twice a year	1			Criminal	Judges and SJOs	See above	X	(Note as experienced orientation reversal of reduction) NOTE
Advanced Topics in Felony Sentencing #1 of 4	EAC - Fall	1.5 days twice a year	1			Criminal	Judges and SJOs	Attendance (max 30): 2010—34, 24, 46; 2011—32, 20; 2012—27; 2013—47, 50; 2014—29 (one iteration cancelled due to staffing shortage); 2015—27, (max 25) 29 (including 5 APJs, 4 others waitlisted)Governing Committee had reduced participant numbers for 2015-2016 offerings from 30 to 25. The committee recommends expanding the class size back to 30 participants.	X	(Note as experienced orientation reversal of reduction) NOTE REVERSE OF Reduction
Advanced Topics in Felony Sentencing #2 of 4	PAO/EAC - Spring	1.5 days twice a year	1			Criminal	Judges and SJOs	See above	X	(Note as experienced orientation reversal of reduction) NOTE REVERSE OF Reduction
Advanced Topics in Felony Sentencing #3 of 4	EAC - Fall	1.5 days twice a year	1			Criminal	Judges and SJOs	See above	X	(Note as experienced orientation reversal of reduction) NOTE REVERSE OF Reduction
Advanced Topics in Felony Sentencing #4 of 4	PAO/EAC - Spring	1.5 days twice a year	1			Criminal	Judges and SJOs	See above	X	(Note as experienced orientation reversal of reduction) NOTE REVERSE OF Reduction
Homicide Trials # 1 of 4	EAC - Fall	2 days twice a year	1			Criminal	Judges and SJOs	Attendance (max 30): 2010—30, 39; 2011-28,17; 2012—28; 2013—cancelled; 2014—30 (one iteration cancelled due to staffing shortage); 2015—28, (max 25) 26 (includes 3 APJs) Governing Committee had canceled one iteration of this course and reduced participant numbers to 25 for 2015-2016. The committee recommends offering course twice in each fiscal year as this is an important, popular course which is also a prerequisite to attending the Death Penalty Trials course.CB – see above	X	(Note as experienced orientation course, which is a new designation in 1109) NOTE REVERSE OF Reduction
Homicide Trials #2 of 4	EAC - Winter	2 days twice a year	1			Criminal	Judges and SJOs	see above	X	(Note as experienced orientation course, which is a new designation in 1109) NOTE REVERSE OF Reduction
Homicide Trials #3 of 4	EAC - Fall	2 days twice a year	1			Criminal	Judges and SJOs	see above	X	(Note as experienced orientation course, which is a new designation in 1109) NOTE REVERSE OF Reduction
Homicide Trials #4 of 4	EAC - Winter	2 days twice a year	1			Criminal	Judges and SJOs	see above	X	(Note as experienced orientation course, which is a new designation in 1109) NOTE REVERSE OF Reduction
Death Penalty Trials # 1 Of 4	EAC - Fall	2 days twice a year	1			Criminal	Judges and SJOs	Attendance (max 20): 2010—19, 20; 2011—20, 13; 2012—20 (one iteration cancelled); 2013—22, 18; 2014—17, 15; 2015—20; 15.Governing Committee had canceled one iteration of this course for 2015-2016. This is a unique course whose Socratic design requires that it remain small. This is a unique course whose Socratic design requires that it remain small. As per the Rule of Court 10.469(d), any judge who hears death penalty cases “should” take this course and should retake it every two years. Therefore, the committee recommends offering this course twice in each fiscal year.	X	(Note as experienced orientation course, which is a new designation in 1109) NOTE REVERSE OF Reduction
Death Penalty Trials #2 Of 4	EAC - Winter	2 days twice a year	1			Criminal	Judges and SJOs	see above	X	(Note as experienced orientation course, which is a new designation in 1109) NOTE REVERSE OF Reduction
Death Penalty Trials #3 Of 4	EAC - Fall	2 days twice a year	1			Criminal	Judges and SJOs	see above	X	(Note as experienced orientation course, which is a new designation in 1109) NOTE REVERSE OF Reduction
Death Penalty Trials # 4 Of 4	EAC - Winter	2 days twice a year	1			Criminal	Judges and SJOs	see above	X	(Note as experienced orientation course, which is a new designation in 1109) NOTE REVERSE OF Reduction

Family Law Primary Assignment Orientation (same content as 2014-2016, includes LGBT issues in FL proceedings)#1 of 4	PAO - Winter	4.5 day program	1			Family	Judges and SJOs	The Committee has concerns about the limits on the number of attendees because experienced JOs new to the assignment need this training in order to serve the litigants in family law proceedings. Would include subject matter experts on Child Custody and Domestic Violence (VAWAP funding available).	X	Reverse limits on Experienced Judge PAO attendance
Family Law Primary Assignment Orientation (same content as 2014-2016, includes LGBT issues in FL proceedings)#2 of 4	PAO - Winter	4.5 day program	1			Family	Judges and SJOs	see above	X	Reverse limits on Experienced Judge PAO attendance
Family Law Primary Assignment Orientation (same content as 2014-2016, includes LGBT issues in FL proceedings)#3 of 4	PAO - Winter	4.5 day program	1			Family	Judges and SJOs	see above	X	Reverse limits on Experienced Judge PAO attendance
Family Law Primary Assignment Orientation (same content as 2014-2016, includes LGBT issues in FL proceedings)#4 of 4	PAO - Winter	4.5 day program	1			Family	Judges and SJOs	see above	X	Reverse limits on Experienced Judge PAO attendance
1058 Commissioners Primary Assignment Orientation (same content as 2014-2016)		1/2 day program	1			Family	Judges and SJOs	The number of attendees in 2015 far exceeded the number in the previous 2 years. This is essential and required education. Prior to developing this course, new 1058 Commissioners attended the 4.5 day long Orientation.	X	
1058 Commissioners Primary Assignment Orientation (same content as 2014-2016)		1/2 day program	1			Family	Judges and SJOs	The number of attendees in 2015 far exceeded the number in the previous 2 years. This is essential and required education. Prior to developing this course, new 1058 Commissioners attended the 4.5 day long Orientation.	X	
Dependency Law Primary Assignment Orientation (same content as 2014-2016)#1 of 4	PAO - Winter	4.5 day program	1			Juvenile	Judges and SJOs	The Committee has concerns about the limits on the number of attendees because experienced JOs new to the assignment need this training in order to serve the litigants in dependency proceedings. Would include subject matter experts on Child Custody and Domestic Violence (VAWAP funding available).	x	Reverse limits on Experienced Judge PAO attendance
Dependency Law Primary Assignment Orientation (same content as 2014-2016)#2 of 4	PAO/EAC - Spring	4.5 day program	1			Juvenile	Judges and SJOs	see above	x	Reverse limits on Experienced Judge PAO attendance
Dependency Law Primary Assignment Orientation (same content as 2014-2016)#3 of 4	PAO - Winter	4.5 day program	1			Juvenile	Judges and SJOs	see above	x	Reverse limits on Experienced Judge PAO attendance
Dependency Law Primary Assignment Orientation (same content as 2014-2016)#4 of 4	PAO/EAC - Spring	4.5 day program	1			Juvenile	Judges and SJOs	see above	x	Reverse limits on Experienced Judge PAO attendance
Delinquency Law Primary Assignment Orientation (same content as 2014-2016)#1 of 4	PAO - Winter	4.5 day program	1			Juvenile	Judges and SJOs	The Committee has concerns about the limits on the number of attendees because experienced JOs new to the assignment need this training in order to serve the litigants in delinquency proceedings. If second PAO is not offered, then a webinar on Introduction to Juvenile Delinquency Court(selected content from Delinquency PAO)Would include subject matter experts on Child Custody and Domestic Violence (VAWAP funding available).	x	Reverse limits on Experienced Judge PAO attendance
Delinquency Law Primary Assignment Orientation (same content as 2014-2016)#2 of 4	?	4.5 day program	1			Juvenile	Judges and SJOs	see above. If PAO not funded 6 hour webinar over 2 days.	x	Reverse limits on Experienced Judge PAO attendance
Delinquency Law Primary Assignment Orientation (same content as 2014-2016)#3 of 4	PAO - Winter	4.5 day program	1			Juvenile	Judges and SJOs	see above	x	Reverse limits on Experienced Judge PAO attendance
Delinquency Law Primary Assignment Orientation (same content as 2014-2016)#4 of 4	?	4.5 day program	1			Juvenile	Judges and SJOs	see above If PAO not funded 6 hour webinar over 2 days.	x	Reverse limits on Experienced Judge PAO attendance
2016 Probate Primary Assignment Orientation	PAO - Winter	4.5 days once a year.	1			Probate	Judges, SJOs; probate attorneys, probate examiners		X	Reverse limits on Experienced Judge PAO attendance
2017 Probate Primary Assignment Orientation	PAO - Winter	4.5 days once a year.	1			Probate	Judges and SJOs; probate attorneys, probate examiners		X	Reverse limits on Experienced Judge PAO attendance
CONTINUING JUDICIAL EDUCATION - EDUCATION FOR EXPERIENCED JUDGES										

	Advanced Judicial College	?	3 days	1			Governing Committee	Experienced Justices and Judges	Pilot program. One iteration scheduled for November of 2016 and in conjunction with CJA. It is anticipated to follow the Institute model of two days of programming over three calendar days (e.g., Noon on day 1 through Noon on day 3). The size of the program should be similar to past Civil Law Institute programs for both faculty and participants.			
	Complex Civil Litigation Workshop Past workshops have covered the following topics: Case ManagementClass ActionsLitigationArbitrationComplex Trial IssuesSettlement Issues		1 day once a year.	1			Civil	Complex Civil Judges	This is the only program for judges sitting in a designated complex litigation court or hearing complex cases under CRC 3.400 et seq. Although the target audience could attend other general civil law courses, the content of those courses generally does not focus on these types of cases or the unique case management issues they present. The Committee feels that live, face-to-face interaction is necessary to facilitate this discussion.	X	(Note as experienced assignment course) ?Can we bundle with other EACs in future? Yes Per Karene	
	Complex Civil Litigation Workshop Past workshops have covered the following topics: Case ManagementClass ActionsLitigationArbitrationComplex Trial IssuesSettlement Issues		1 day once a year.	1			Civil	Complex Civil Judges	This is the only program for judges sitting in a designated complex litigation court or hearing complex cases under CRC 3.400 et seq. Although the target audience could attend other general civil law courses, the content of those courses generally does not focus on these types of cases or the unique case management issues they present. The Committee feels that live, face-to-face interaction is necessary to facilitate this discussion.	X	(Note as experienced assignment course) ?Can we bundle with other EACs in future?Yes per Karene	
	Evidence in Civil & Criminal Cases 1 of 4	EAC - Fall	3 full days/2 times a year	1			Civil	Judges and SJOs	Content is necessary for every judge in the state, not just as a one-time course, but also as a refresher course. The number of offerings of this course was cut from 3 to 2 in the 2012-2014 Education Plan. An extra day was added to the course in the 2014-2016 Education Plan.	X	(Note as experienced assignment course)	
	Evidence in Civil & Criminal Cases 2 Of 4	EAC - Winter	3 full days/2 times a year	1			Civil	Judges and SJOs	see above	X	(Note as experienced assignment course)	
	Evidence in Civil & Criminal Cases 3 of 4	EAC - Fall	3 full days/2 times a year	1			Civil	Judges and SJOs	see above	X	(Note as experienced assignment course)	
	Evidence in Civil & Criminal Cases 4 of 4	EAC - Winter	3 full days/2 times a year	1			Civil	Judges and SJOs	see above	X	(Note as experienced assignment course)	
	2016 Advanced Issues in Probate and Mental Health	?	2-days every other year.	1			Probate	judges and SJOs; probate attorneys, probate examiners	Enrollment limited to 40 experienced judges and SJOs. Structured like a 2-day institute, but with no concurrent sessions. This course was offered for the first time in 2015, and was at maximum enrollment (with a waitlist). This was the only live program for probate judges that year.If the 2017 Probate and Mental Health Institute is canceled, this course is essential, because of educational need, and because this audience is subject to content-based education requirements that other judges are not.If this cannot be offered as a 2-day program with 2 overnights allowed, this committee recommends 1.5 days with one overnight.Committee recommends segment on community property, characterization of property; marital presumptions; FC presumptions.	X	Requesting reversal of funding decrease to hold this.	
CONTINUING JUDICIAL EDUCATION COURSES - DOMESTIC VIOLENCE COURSES AND PROGRAMS												
	Domestic Violence Institute: Orientation to Judicial Skills (VAWEP)		4 days	1			VAWEP	Judges and SJOs	To be offered in the spring of 2018			
	Ethics and Self-Represented Litigants in Domestic Violence Cases (VAWEP)	PAO - Fall	2 days	1			VAWEP	Judges and SJOs	(This course was originally in the Winter/Spring each year, but after consultation with Faculty, it made more sense to move this course to the Fall)To be offered at the 2016 Sept PAO for 20 participants			
	Ethics and Self-Represented Litigants in Domestic Violence Cases (VAWEP)	PAO - Fall	2 days	1			VAWEP	Judges and SJOs	To be offered at the 2017 Sept PAO for 20 participants			
	VAWEP #1/20	PAO/EAC - Spring	2.5 day course recommended for Spring 2017	1			VAWEP	Judges and SJOs	(recommended by Probate & Mental Health Curriculum Committee to be offered every other year, on years when there is no DV Institute).Will be paid for by the VAWEP grant and offered at the June 2017 PAO Handling Elder Abuse Issues			
	VAWEP #2/20	PAO - Fall	3-4 hours	1			VAWEP	Judges and SJOs	This is offered as a pre-course funded with Ethics & Self-Represented Litigants in Domestic Violence Cases Course.To be offered at the 2016 Sept PAO			

VAWEP #3/20	Held Offsite	3-4 hours	1			VAWEP	Judges and SJOs	This is offered as a pre-institute course to the Cow County Institute.To be offered at the 2017 Cow County Institute in the spring		
VAWEP #4/20	PAO - Fall	3-4 hours	1			VAWEP	Judges and SJOs	This is offered as a pre-course funded with Ethics & Self-Represented Litigants in Domestic Violence Cases Course.To be offered at the 2017 Sept PAO		
VAWEP #5/20		3-4 hours	1			VAWEP	Judges and SJOs	This is offered as a pre-institute course to the DV Institute.To be offered at the May 2018 DV institute Nuts and Bolts of Domestic Violence Cases		
VAWEP #6/20	EAC - Fall	1.5 - 2 days	1			VAWEP	Judges and SJOs	We will be working on revising the curriculum to accommodate requests from Judges for more California-specific information, as well as more detail on intersections with Family Law and Juvenile Law. Currently, the course is heavily focused on Criminal Law intersections. This means that we may need to extend the course to 2 full days in order to devote more time to the different assignments.Required by the grant to be offered once each year.To be offered at the 2017 Feb PAO/EAC Immigration Issues in Domestic Violence Cases		
VAWEP #7/20	EAC - Fall	1.5 - 2 days	1			VAWEP	Judges and SJOs	We will be working on revising the curriculum to accommodate requests from Judges for more California-specific information, as well as more detail on intersections with Family Law and Juvenile Law. Currently, the course is heavily focused on Criminal Law intersections. This means that we may need to extend the course to 2 full days in order to devote more time to the different assignments.Required by the grant to be offered once each year.To be offered at the 2017 Nov EAC Immigration Issues in Domestic Violence Cases		
VAWEP #8/20	PAO - Fall	1-2 days once every year (usually offered every other year)	1			VAWEP	Judges and SJOs	The VAWEP grant now requires 2 comprehensive human trafficking courses per grant cycle (October through September).To be offered at the 2016 Sept PAO Human Trafficking		
VAWEP #9/20	PAO - Fall	1-2 days once every year (usually offered every other year)	1			VAWEP	Judges and SJOs	The VAWEP grant now requires 2 comprehensive human trafficking courses per grant cycle (October through September).To be offered at the 2017 Sept PAO Human Trafficking		
VAWEP #10/20	PAO/EAC - Spring	1-2 days once every year (usually offered every other year)	1			VAWEP	Judges and SJOs	The VAWEP grant now requires 2 comprehensive human trafficking courses per grant cycle (October through September).To be offered at the 2018 June PAO Human Trafficking		
VAWEP #13/20	PAO - Fall	2 days				VAWEP	Judges and SJOs	Attendance (max 20): 2012—13; 2013—17; 2014—20; 2015—24.PER TERMS OF VAWEP GRANT, SEXUAL ASSAULT SUBJECT MATTER MUST BE OFFERED TWICE EACH GRANT YEAR.This one is to be at the 2016 Sept PAO Handling Sexual Assault Cases	X	
VAWEP #14/20	EAC - Winter	2 days				VAWEP	Judges and SJOs	Attendance (max 20): 2012—13; 2013—17; 2014—20; 2015—24.PER TERMS OF VAWEP GRANT, SEXUAL ASSAULT SUBJECT MATTER MUST BE OFFERED TWICE EACH GRANT YEAR.This one to be offered at the 2017 March EAC Handling Sexual Assault Cases	X	
VAWEP #15/20	EAC - Winter	2 days				VAWEP	Judges and SJOs	Attendance (max 20): 2012—13; 2013—17; 2014—20; 2015—24.PER TERMS OF VAWEP GRANT, SEXUAL ASSAULT SUBJECT MATTER MUST BE OFFERED TWICE EACH GRANT YEAR.This one offered at the 2018 March EAC Handling Sexual Assault Cases	X	
CONTINUING JUDICIAL EDUCATION COURSES - STATEWIDE INSTITUTES									X	

Appellate Justices Institute Substantive Law, Emerging Issues, Appellate Process, Ethics, Constitutional Law, Judicial History, Interdisciplinary Topics	Held offsite	18 month cycle – One 2-day educational program over three calendar days during cycle - Winter 2017	1			Appellate	Justices	Offered every 18 months and is funded through Appellate Court Services. Funding is from a different source and this program is not impacted as the trial court subject matter institutes have been. JBAEF recommends that a course on Excellence in Judicial Decision-making be a course at this institute. JBAEF recommends a course on unconscious bias.	X	
Civil Law Institute Past Institutes have covered the following topics: Employment Law Update, Civil Writs, Personal Injury Law, Atty Fees & Sanctions, Special Verdicts, SLAPP Motions, Legal Research Skills, Personal Injury	Held offsite	2 days over 3 days once every other year. Tentatively scheduled for Spring 2017.	1			Civil	Judges and SJOs	This is the only live venue with a variety of courses planned by the committee to keep judges and SJOs up to date on civil law and procedure, and where judges and SJOs from across the state can network to discuss and share their views. The Curriculum Committee believes it is crucial to continue to provide this opportunity for face-to-face education for judges of all stripes. JBAEF recommends that a course on Excellence in Judicial Decision-making be a course at this institute. JBAEF recommends a court on unconscious bias.		
Criminal Law Institute	Held offsite	2 days every other year. Tentatively scheduled for the 17/18 FY	1			Criminal	Judges and SJOs	The committee recommends reinstating the program for the Spring of 2018. As the law is always changing, this program is absolutely necessary. The judges ranked live, multi-day programs as most important and desired. This program, in particular, is always very well attended and evaluated: 2007—100; 2009—101; 2012—79; 2014—107. If funding makes offering this program in 2018 difficult, the committee suggests that judges might be willing to pay their own way in order to attend. JBAEF recommends that a course on Excellence in Judicial Decision-making be a course at this institute. JBAEF recommends a court on unconscious bias.		
Family Law Institute (Content to be determined by Workgroup planning the Institute – suggested topics by FCC are listed below)	Held offsite	2 day program	1			Family	Judges and SJOs	Would include keynote speaker and subject matter experts. This is a critical statewide program. It enables JOs to remain current in the law and to meet across the state to discuss and share views and best practices. REGIONAL TRAININGS - To substitute for the Family Law Institute if the Institute will not be included in the Ed Plan. One regional day program during first fiscal year and one during the second year. To be delivered in four parts of the state. If regional programs cannot be delivered then webinars would substitute for them. 2 – 4 hours (length to be determined by Workgroup) in first and second fiscal year. If length is more than two hours will be delivered in 2 days. JBAEF recommends that a course on Excellence in Judicial Decision-making be a course at this institute. JBAEF recommends a course on unconscious bias. May include subject matter experts. If no institute 2 regionals will be offered in its place. If no regionals webinars will be offered in their place.	X	New Statewide Course. This should have an EAC designation.
Experienced Family Law Institute	Blended - Face-to-Face course with possible pre-course learning activity or post-course follow-up		1			Family	Judges and SJOs	New 1.5 day course. 1 per Ed Plan This new product for 2016-2018 was designed by a Workgroup consisting of experienced JOs in response to the Governing Committees directive that programming specifically designed for the experienced family law JO is needed. Approximately 10 – 15 participants. May include subject matter experts. If the Advanced Judicial College is approved, the Experienced Family Law Institute should be removed because we would be providing content to the Advanced Judicial College.	X	
Juvenile Law Institute (Content to be determined by Workgroup planning the Institute – suggested topics by JCC are listed below)	Held Offsite	2 day program	1			Juvenile	Judges and SJOs	This is a critical statewide program. It enables JOs to remain current in the law and to meet across the state to discuss and share views and best practices. There is no substitute for live interaction. JBAEF recommends that a course on Excellence in Judicial Decision-making be a course at this institute. JBAEF recommends a course on unconscious bias. Would include keynote speaker and subject matter experts. REGIONAL TRAININGS - To substitute for the Juvenile Law Institute if the Institute will not be included in the Ed Plan. One regional day program during first fiscal year and one during the second year. To be delivered in four parts of the state. If regional programs cannot be delivered then webinars would substitute for them. 2 – 4 hours (length to be determined by Workgroup) in first and second fiscal year. If length is more than two hours will be delivered in 2 days. If no institute 2 regionals will be offered in its place. If no regionals webinars will be offered in their place.		

	Cow County Judges Institute	Held offsite	Offered once each year	1			Governing Committee	Judges and SIOs	In the event funding is not available for this program, regional programming would need to be provided. The assembled planning committee would develop a one day program for each region. JBAEF recommends that a course on Excellence in Judicial Decision-making be a course at this institute. JBAEF recommends a course on unconscious bias.		
	Cow County Judges Institute	Held offsite	Offered once each year	1			Governing Committee	Judges and SIOs	In the event funding is not available for this program, regional programming would need to be provided. The assembled planning committee would develop a one day program for each region. JBAEF recommends that a course on Excellence in Judicial Decision-making be a course at this institute. JBAEF recommends a course on unconscious bias.	X	
	Probate and Mental Health Institute	Held offsite	2 days every other year.	1			Probate	judges and SIOs; probate attorneys, probate examiners	Highest priority: Experienced probate judges and SIOs only typically have this one opportunity to get together on a statewide basis for face-to-face education. If this and the Advanced Issues in Probate program requested below are not approved, they have virtually no live education. This program has been at maximum enrollment the last several times it was offered. In 2013, we had to request that we increase the number of participants because of the demand. This committee recommends offering the institute in February or March, as it used to be. Probate is one of the only assignment areas with specific content-based education requirements and expectations under CRC 10.468 and 10.478, which this institute fulfills. JBAEF recommends that a course on Excellence in Judicial Decision-making be a course at this institute. JBAEF recommends a course on unconscious bias.		
LEADERSHIP TRAINING - JUDICIAL										X	
	PJ/CEO Management Institute	Held offsite	2 Day offered annually	1			JBLD	PJ/CEO	This is currently an annual, 2 day live program in the Fall. Education topics include leadership in the courts, administration of programs, judicial assignments, performance, media, ethics, etc. PJs are required to attend this program pursuant to CRC10.462 (c)(3). Propose to expand to a 3 day program based on increased number of attendees, more frequent turnover of CEOs, and this is the only core leadership training for this audience. In the event funding is not available for this institute, there are no practical alternatives because a regional approach would not have sufficient attendees given the small audience statewide (58 PJs and 58 CEOs) and this audience is not amenable to distance education venues such as webinars or broadcasts. The JBAEF committee is recommending that a course on Fairness in judicial assignments and resource allocation be included, as well as courses on diversity awareness and career advancement in the courts and unconscious bias and a course on Socio-economic Access from the CONFERENCE OF CHIEF JUSTICES AND STATE COURT ADMINISTRATORS - Resolution 5 which deals with a goal of 100 percent access for essential civil needs. JBAEF would like a strategic plan developed with realistic and measurable outcomes. JBAEF also recommends that a course on Excellence in Judicial Decision-making be a course at this institute.	X	
	PJ/CEO Management Institute	Held offsite	2 Day offered annually	1			JBLD	PJ/CEO	See above. Recommendation: Expand program to 3 full days. Offer program once during 2017-2018. JBAEF recommends a court on unconscious bias.	X	
	Supervising Judges Institute		2 Day offered annually	1			JBLD	Judges and SIOs	Annual 2 day program in Spring. It is designed as an orientation program for judges who will be in a supervising role for the first time. SJs are required to attend this program pursuant to CRC 10.462 (c)(2). Consider expanding this program to 2.5 days. More time is needed to sufficiently cover the required topics and curriculum. In the event funding is not available for this institute, there are no practical alternatives because a regional approach would not have sufficient attendees given the small audience statewide (approx. 65 new Supervising Judges). JBAEF recommends that a course on Excellence in Judicial Decision-making be a course at this institute. JBAEF recommends a course on unconscious bias.	X	

	Supervising Judges Institute		2 Day offered annually	1		JBLD	Judges and SIOs	See above. Recommendation: Expand program to 2.5 days, offer once during 2017-2018. JBAEF recommends that a course on Excellence in Judicial Decision-making be a course at this institute. JBAEF recommends a court on unconscious bias.		
LEADERSHIP TRAINING - NON-JUDICIAL										
no programs requested										
MANAGER/SUPERVISOR										
	Institute for Court Management (ICM) 1/12		2.5 Days	1			Manager/Supervisors CEOs	Offer minimum of 10 per fiscal year. Recommendation: Offer all 12 classes each fiscal year going forward provided resources are available.		10 at current funding. GL Note full cost also for 12
	Institute for Court Management (ICM) 2/12		2.5 Days	1			Manager/Supervisors CEOs	Offer minimum of 10 per fiscal year. Recommendation: Offer all 12 classes each fiscal year going forward provided resources are available.		
	Institute for Court Management (ICM) 3/12		2.5 Days	1			Manager/Supervisors CEOs	Offer minimum of 10 per fiscal year. Recommendation: Offer all 12 classes each fiscal year going forward provided resources are available.		
	Institute for Court Management (ICM) 4/12		2.5 Days	1			Manager/Supervisors CEOs	Offer minimum of 10 per fiscal year. Recommendation: Offer all 12 classes each fiscal year going forward provided resources are available.		
	Institute for Court Management (ICM) 5/12		2.5 Days	1			Manager/Supervisors CEOs	Offer minimum of 10 per fiscal year. Recommendation: Offer all 12 classes each fiscal year going forward provided resources are available.		
	Institute for Court Management (ICM) 6/12		2.5 Days	1			Manager/Supervisors CEOs	Offer minimum of 10 per fiscal year. Recommendation: Offer all 12 classes each fiscal year going forward provided resources are available.		
	Institute for Court Management (ICM) 7/12		2.5 Days	1			Manager/Supervisors CEOs	Offer minimum of 10 per fiscal year. Recommendation: Offer all 12 classes each fiscal year going forward provided resources are available.		
	Institute for Court Management (ICM) 8/12		2.5 Days	1			Manager/Supervisors CEOs	Offer minimum of 10 per fiscal year. Recommendation: Offer all 12 classes each fiscal year going forward provided resources are available.		
	Institute for Court Management (ICM)9/12		2.5 Days	1			Manager/Supervisors CEOs	Offer minimum of 10 per fiscal year. Recommendation: Offer all 12 classes each fiscal year going forward provided resources are available.		
	Institute for Court Management (ICM) 10/12		2.5 Days	1			Manager/Supervisors CEOs	Offer minimum of 10 per fiscal year. Recommendation: Offer all 12 classes each fiscal year going forward provided resources are available.		
	Institute for Court Management (ICM) 11/12		2.5 Days	1			Manager/Supervisors CEOs	Offer minimum of 10 per fiscal year. Recommendation: Offer all 12 classes each fiscal year going forward provided resources are available.		
	Institute for Court Management (ICM) 12/12		2.5 Days	1			Manager/Supervisors CEOs	Offer minimum of 10 per fiscal year. Recommendation: Offer all 12 classes each fiscal year going forward provided resources are available.		
	Institute for Court Management (ICM) 1/12		2.5 Days	1			Manager/Supervisors CEOs	Offer minimum of 10 per fiscal year. Recommendation: Offer all 12 classes each fiscal year going forward provided resources are available.		
	Institute for Court Management (ICM)2/12		2.5 Days	1			Manager/Supervisors CEOs	Offer minimum of 10 per fiscal year. Recommendation: Offer all 12 classes each fiscal year going forward provided resources are available.		
	Institute for Court Management (ICM) 3/12		2.5 Days	1			Manager/Supervisors CEOs	Offer minimum of 10 per fiscal year. Recommendation: Offer all 12 classes each fiscal year going forward provided resources are available.		
	Institute for Court Management (ICM) 4/12		2.5 Days	1			Manager/Supervisors CEOs	Offer minimum of 10 per fiscal year. Recommendation: Offer all 12 classes each fiscal year going forward provided resources are available.		
	Institute for Court Management (ICM) 5/12		2.5 Days	1			Manager/Supervisors CEOs	Offer minimum of 10 per fiscal year. Recommendation: Offer all 12 classes each fiscal year going forward provided resources are available.		
	Institute for Court Management (ICM) 6/12		2.5 Days	1			Manager/Supervisors CEOs	Offer minimum of 10 per fiscal year. Recommendation: Offer all 12 classes each fiscal year going forward provided resources are available.		
	Institute for Court Management (ICM) 7/12		2.5 Days	1			Manager/Supervisors CEOs	Offer minimum of 10 per fiscal year. Recommendation: Offer all 12 classes each fiscal year going forward provided resources are available.		
	Institute for Court Management (ICM) 8/12		2.5 Days	1			Manager/Supervisors CEOs	Offer minimum of 10 per fiscal year. Recommendation: Offer all 12 classes each fiscal year going forward provided resources are available.		
	Institute for Court Management (ICM)9/12		2.5 Days	1			Manager/Supervisors CEOs	Offer minimum of 10 per fiscal year. Recommendation: Offer all 12 classes each fiscal year going forward provided resources are available.		
	Institute for Court Management (ICM) 10/12		2.5 Days	1			Manager/Supervisors CEOs	Offer minimum of 10 per fiscal year. Recommendation: Offer all 12 classes each fiscal year going forward provided resources are available.		
	Institute for Court Management (ICM) 11/12		2.5 Days	1			Manager/Supervisors CEOs	Offer minimum of 10 per fiscal year. Recommendation: Offer all 12 classes each fiscal year going forward provided resources are available.		
	Institute for Court Management (ICM) 12/12		2.5 Days	1			Manager/Supervisors CEOs	Offer minimum of 10 per fiscal year. Recommendation: Offer all 12 classes each fiscal year going forward provided resources are available.		

Core 40		5 Day It is currently offered 2-3	1		JBLD	Manager Supervisors	This training is recommended for new supervisors/managers. It covers the role of the supervisor, performance management, HR, team development.		
Core 40		5 Day	1		JBLD	Manager/Supervisors	See above.Recommendation: Offer class 2016-2017.		
Core 40		5 Day	2		JBLD	Manager/Supervisors	See above. Recommendation: Offer class 2016-2017, with option to cancel if not needed. No new funding is being requested		
Core 40		5 Day	1		JBLD	Manager/Supervisors	See above.		
Core 40		5 Day	1		JBLD	Manager/Supervisors	See above.		
Core 40		5 Day	2		JBLD	Manager/Supervisors	See above. Recommendation: Offer class 2017-2018, with option to cancel if not needed. No new funding is being requested.		
Advanced Core 40		3 Day	1		JBLD	Manager/Supervisors	This is a new course that is in development and will be offered for the first time in Spring of 2016. This course is in follow up to the Core 40 to include coaching, additional performance management, conflict resolution, etc.		
Advanced Core 40		3 Day	1		JBLD	Manager/Supervisors	See above.		
Advanced Core 40		3 Day	2		JBLD	Manager/Supervisors	See above. Recommendation: Offer 2016-2017 with option to cancel if not needed. New funding is being requested.		
Advanced Core 40		3 Day	1		JBLD	Manager/Supervisors	See above.		
Advanced Core 40		3 Day	1		JBLD	Manager/Supervisors	See above.		
Advanced Core 40		3 Day	2		JBLD	Manager/Supervisors	See above. Recommendation: Offer 2017-2018 with option to cancel if not needed. New funding s being requested		
2016 Core 24 # 1 of 2		3 Day	1		JBLD	Manager/Administrator	This is a course for managers who have supervisors who report to them. The class covers topics such as internal/external role, decision making, strategic planning, influence, political savvy, etc. It is offered one time per year.		
2016 Core 24 # 2 of 2		3 Day	2		JBLD	Manager/Administrator	See above.		
2017 Core 24 # 1 of 2		3 Day	1		JBLD	Manager/Administrator	See above.		
2017 Core 24 # 2 of 2		3 Day	2		JBLD	Manager/Administrator	See above.		
COURT PERSONNEL INSTITUTE AND COURSES									
Trial Judicial Attorneys Institute	Held offsite	Offered every other year	1		Governing Committee	Trial Judicial Attorneys	In the event this institute cannot be offered, webinars could be developed which would deliver the education that the institute would normally contain. These webinars could then be recorded and provided in CJER Online as well.	X	
Appellate Judicial Attorneys Institute Substantive Law, Emerging Issues, Appellate Process, Ethics, Constitutional Law, Judicial History, Interdisciplinary Topics	Held offsite	12 month cycle – Two 2-day educational programs each over three calendar days	1		Appellate	Judicial Attorneys	Offered once each year and is funded through Appellate Court Services. Funding is from a different source and this program is not impacted as the trial court subject matter institutes have been.	X	
Appellate Judicial Attorneys Institute Substantive Law, Emerging Issues, Appellate Process, Ethics, Constitutional Law, Judicial History, Interdisciplinary Topics	Held offsite	12 month cycle – Two 2-day educational programs each over three calendar days	1		Appellate	Judicial Attorneys	Offered once each year and is funded through Appellate Court Services. Funding is from a different source and this program is not impacted as the trial court subject matter institutes have been.	N/A	
Appellate Staff Institute	Held offsite	3 day This conference is held every other year in the spring.	1		ATCO	Appellate Court Staff	It is for appellate court staff. The Institute provides plenary and breakout sessions on various topics related to appellate court process. Needs Appellate Court Services funding Recommendation: Offer once in the spring of 2018.	N/A	

California Appellate Management Institute	Held offsite	3 Day This conference is held every other year in the spring	1			JBLD	Managers/Supervisors	It is for appellate court managers and supervisors. The Institute provides plenary and breakout sessions on various topics related to appellate court leadership. Will be funded by Appellate Court Services Recommendation: Offer once in the spring of 2017.		
CCTI/Court Clerk Training Institute (includes six classes)		Institute A full CCTI program consists of six classes offered once per year	1			ATCO	Trial and Appellate Court Staff	The committee will determine which of the topics (Civil, Criminal, Family, Juvenile, Probate, Traffic, Appellate) will be offered at each Institute. CB notes - The Curriculum Committee believes that this content should be delivered as a live, face-to-face program. The committee agreed that it is important for court staff to attend CCTI because of the benefit of interacting and networking with court employees from other counties and taking new ideas and techniques back with them to their courts. Several committee members stated that the instruction and materials provided are very high quality and a valuable tool for providing employees with a big picture of what individual departments are trying to accomplish.	X	
CCTI/Court Clerk Training Institute (includes six classes)			1			ATCO	Trial and Appellate Court Staff	A full CCTI program consists of six classes offered once per year; a workgroup will determine which of the topics (Civil, Criminal, Family, Juvenile, Probate, Traffic, Appellate) will be offered at each Institute. CB notes – see above		
Core Leadership and Training Skills		3-day program	1			ATCO	Leads and Seniors	This class is included on the Plan three times this fiscal year; however a third class will be offered only if there is an identified critical need.		
Core Leadership and Training Skills		3-day program	1			ATCO	Leads and Seniors			Would require new funding
Core Leadership and Training Skills		3-day program	2			ATCO	Leads and Seniors			
Core Leadership and Training Skills		3-day program	1			ATCO	Leads and Seniors			
Core Leadership and Training Skills		3-day program	1			ATCO	Leads and Seniors			Would require new funding
Core Leadership and Training Skills		3-day program	2			ATCO	Leads and Seniors	This class is included on the Plan three times this fiscal year; however, a third class will be offered only if there is an identified critical need.		
TRAINING COORDINATORS AND ADA COORDINATORS										

Draft #	Content	Recommended Delivery Method	Frequency	Priority	Plan Year 2016-2017	Plan Year 2017-2018	Curriculum Committee	Target Audience	Notes and Rationale(including length of time)
Regional Courses									
All programs are held at a government meeting facility unless otherwise noted									
	JUDICIAL								
	Employment Law #1	Live Regional	1 day	1			Civil	Judges and SJOs	Most civil judges handle employment cases, and there appears to be a need for extended (i.e., more than 1/2 day) education on this continually evolving and complex topic. Employment litigation is a statewide issue, so the Committee believes the course should be offered regionally, once in NorCal and once in SoCal, in order to reach maximum number of the target audience and avoid costs associated with a statewide program.
	Employment Law #2	Live Regional	1 day	1			Civil	Judges and SJOs	See above
	Hybrid Cases: Probate, Civil & Elder Abuse #1	Live Regional	1 day	2			Civil	Judges and SJOs	Judges who encounter cases with intersecting probate, civil, and elder abuse issues note the confusion over the competing requirements of these disparate areas of the law and the unique questions that give rise to ethical issues. The Committee believes this course should be offered regionally, once in NorCal and once in SoCal, in order to reach maximum number of the target audience and avoid costs associated with a statewide program.
	Hybrid Cases: Probate, Civil & Elder Abuse #2	Live Regional	1 day	2			Civil	Judges and SJOs	See above
	Electronic Evidence and E-Discovery #1	Live Regional	1 day	2			Civil	Judges and SJOs	This is a topic that is continually in demand. Building on the course offered to judicial officers sitting in a criminal assignment, the Committee recommends that an additional course be created (or the existing course expanded) to include examples that pertain to judicial officers sitting in non-criminal assignments. The Committee believes this course should be offered regionally, once in NorCal and once in SoCal, in order to reach maximum number of the target audience and avoid costs associated with a statewide program.
	Electronic Evidence and E-Discovery #2	Live Regional	1 day	2			Civil	Judges and SJOs	See above
	Experienced ADR & Settlement #1	Live Regional	1 or 1/2 Day	1			Civil	Judges and SJOs	ADR and settlement are essential topics for all civil judicial officers. A skills-based, live course with problem-solving and role play is necessary to demonstrate and exercise appropriate methods to encourage settlement while preserving the integrity of the court. Given the broad appeal of this topic, the Committee recommends that this course should be offered regionally, once in NorCal, once in SoCal, and once in a location TBD, in order to reach a maximum number of the target audience. See related request for video simulation, below.

	Experienced ADR & Settlement #2	Live Regional	1 or 1/2 Day	1			Civil	Judges and SJOs	see above
	Experienced ADR & Settlement #3	Live Regional	1 or 1/2 Day	1			Civil	Judges and SJOs	see above
	Intro to Court Tech #1	Live Regional	1 or 1/2 Day	2			Civil	Judges and SJOs	The 2015 Civil Law Institute had a course on the next generation of online legal research tools. Faculty for this course noted that some attendees lacked basic skills with computer-based legal research tools. A supportive program to ensure that all judicial officers are comfortable with computer-based technology is advisable. The Committee believes this course should be offered regionally, once in NorCal and once in SoCal, in order to reach maximum number of target audience and avoid costs associated with a statewide program. The Committee also believes that a hands-on, computer lab would be preferable.
	Intro to Court Tech #2	Live Regional	1 or 1/2 Day	2			Civil	Judges and SJOs	see above
	Trends in Court Tech #1	Live Regional	2-Jan	3			Civil	Judges and SJOs	As technology in the legal professional continues to evolve at a rapid pace, the Committee believes that judicial officers have a duty to keep abreast of emerging trends that promote efficient use of judicial resources. The Committee believes this course should be offered regionally, once in NorCal and once in SoCal, in order to reach maximum number of target audience and avoid costs associated with a statewide program. The Committee also believes that a hands-on, computer lab would be preferable.
	Trends in Court Tech #2	Live Regional	2-Jan	3			Civil	Judges and SJOs	see above
	Mental Illness—Basics & Trials (1368, 1026, 1370, Murphy, 6800, conservatorship options, trials and post trials, MDO, SVP?) #1[Pre-course assignments = familiarity with basic course material. Set expectations/prerequisites at registration.]	Live Regional	1 Day	1			Criminal	Judges and SJOs	The committee recommends offering 12 full-day regional courses on 4 topics each fiscal year. Regional courses are an excellent method to train on unique issues that warrant 3-5 hours of instruction. The courses are well-attended (usually around 15-25 participants) and judges are always grateful to have the courses offered closer to their home courts.
	Mental Illness—Basics & Trials (1368, 1026, 1370, Murphy, 6800, conservatorship options, trials and post trials, MDO, SVP?) #2[Pre-course assignments = familiarity with basic course material. Set expectations/prerequisites at registration.]	Live Regional	1 Day	1			Criminal	Judges and SJOs	See above
	Mental Illness—Basics & Trials (1368, 1026, 1370, Murphy, 6800, conservatorship options, trials and post trials, MDO, SVP?) #3[Pre-course assignments = familiarity with basic course material. Set expectations/prerequisites at registration.]	Live Regional	1 Day	1			Criminal	Judges and SJOs	see above
	Discovery Issues #1 (Pitchess, SDTs, Marsy's Law)	Live Regional	1 Day	1			Criminal	Judges and SJOs	
	Discovery Issues #2 (Pitchess, SDTs, Marsy's Law)	Live Regional	1 Day	1			Criminal	Judges and SJOs	
	Discovery Issues #3 (Pitchess, SDTs, Marsy's Law)	Live Regional	1 Day	1			Criminal	Judges and SJOs	
	Plea Bargaining & Case Management #1 (incl. Marsy's Law, Clancy, difficult defendants/ counsel)	Live Regional	1 Day	1			Criminal	Judges and SJOs	
	Plea Bargaining & Case Management #2 (incl. Marsy's Law, Clancy, difficult defendants/ counsel)	Live Regional	1 Day	1			Criminal	Judges and SJOs	

Plea Bargaining & Case Management #3 (incl. Marsy's Law, Clancy, difficult defendants/ counsel)	Live Regional	1 Day	1			Criminal	Judges and SJOs	
Difficult witnesses #1 (immunity, plea bargain, DV, recalcitrant, children)	Live Regional	1 Day	1			Criminal	Judges and SJOs	
Difficult witnesses #2 (immunity, plea bargain, DV, recalcitrant, children)	Live Regional	1 Day	1			Criminal	Judges and SJOs	
Difficult witnesses #3 (immunity, plea bargain, DV, recalcitrant, children)	Live Regional	1 Day	1			Criminal	Judges and SJOs	
Jury Issues #1 (selection, instructions, Batson-Wheeler, juror misconduct, how to respond to questions/hung juries)	Live Regional	1 Day	1			Criminal	Judges and SJOs	
Jury Issues #2 (selection, instructions, Batson-Wheeler, juror misconduct, how to respond to questions/hung juries)	Live Regional	1 Day	1			Criminal	Judges and SJOs	
Jury Issues #3 (selection, instructions, Batson-Wheeler, juror misconduct, how to respond to questions/hung juries)	Live Regional	1 Day	1			Criminal	Judges and SJOs	
Gangs #1	Live Regional	1 Day	1			Criminal	Judges and SJOs	
Gangs #2	Live Regional	1 Day	1			Criminal	Judges and SJOs	
Gangs #3	Live Regional	1 Day	1			Criminal	Judges and SJOs	
Evidence: Electronic Evidence #1	Live Regional	1 Day	1			Criminal	Judges and SJOs	
Evidence: Electronic Evidence #2	Live Regional	1 Day	1			Criminal	Judges and SJOs	
Evidence: Electronic Evidence #3	Live Regional	1 Day	1			Criminal	Judges and SJOs	
Evidence: D statement #1	Live Regional	1 Day	1			Criminal	Judges and SJOs	
Evidence: D statement #2	Live Regional	1 Day	1			Criminal	Judges and SJOs	
Evidence: D statement #3	Live Regional	1 Day	1			Criminal	Judges and SJOs	
2016-17 Qualifying Ethics 6 Core Course #1-30	Live Local and Regional	30 iterations/year	1			JBAEF	Judges and SJOs	New 3-year cycle begins in 2016. Separate course to be offered to justices at Appellate Justices Institute but if they do not attend that they attend the standard course.
2017-18 Qualifying Ethics 6 Core Course #30-60	Live Local and Regional	30 iterations/year	1			JBAEF	Judges and SJOs	New 3-year cycle begins in 2016. Separate course to be offered to justices at Appellate Justices Institute but if they do not attend that they attend the standard one.
Selected Issues in Conservatorship #1	Live Regional	Onsite 2x one north and one south	1			Probate	judges and SJOs, probate attorneys, probate examiners.	Up to 2 hours. *The regionals for this audience (judges, SJOs, probate attorneys, probate examiners) are requested in the event the Institute and the Advanced Issues program are not offered. These are intended to be offered in one regional location in the north and one in the south on the same day, consecutively, with the option of attending the entire day or just some of the programs. Different focus than PMHI, when offered in 2012, faculty were able to drill down into issues and spend more time on discreet topics that there is less time for at institutes. Consider connecting those who cannot attend live in via WebEx.

Selected Issues in Conservatorship #2	Live Regional	Onsite 2x one north and one south	1			Probate	judges and SJOs, probate attorneys, probate examiners.	see above
Selected Issues in Guardianship #1	Live Regional	Onsite	1			Probate	judges and SJOs, probate attorneys, probate examiners.	Up to 2 hours. *See above.CB – See above
Selected Issues in Guardianship #2	Live Regional	Onsite	1			Probate	judges and SJOs, probate attorneys, probate examiners.	Up to 2 hours. *See above.CB – See above
Probate Trials #1	Live Regional	Onsite	2			Probate	judges and SJOs, probate attorneys, probate examiners.	2 hours.Probate trials are distinct and have unique features relative to other types of trials. For instance, guardianship trials present unique challenges, and most types of cases involve working with self-represented litigants, as well as application of complex burdens of proof.Consider blending with the requested recorded webinar on Evidentiary Issues, if approved.
Probate Trials #2	Live Regional	Onsite	2			Probate	judges and SJOs, probate attorneys, probate examiners.	See above
Crossover and Coordination with other departments #1	Live Regional	Onsite	2			Probate	judges and SJOs, probate attorneys, probate examiners.	2 hours.This course would help further Strategic Goal III, Modernization of Management and Administration, by encouraging courts to establish innovative practices and make improvements with regard to coordination between departments.
Crossover and Coordination with other departments #2	Live Regional	Onsite	2			Probate	judges and SJOs, probate attorneys, probate examiners.	see above
Regional Training for PJ/CEO #1 of 3	Live Regional	1 Day Offer once in north	1			JBLD	PJ/CEO	It was proposed to have regional training opportunities in the spring each year for PJ/CEO. These would be one day trainings in 3 regions (north, central and southern) and would provide the same training agenda with time set aside for collaboration on local/regional issues. Audience: PJ/APJ, CEO, ACEO, Managers included. Current topics as needed.
Regional Training for PJ/CEO #2 of 3	Live Regional	1 Day Live Offer once in south	1			JBLD	PJ/CEO	See above
Regional Training for PJ/CEO #3 of 3	Live Regional	1 Day Live Offer once in central	2			JBLD	PJ/CEO	See above
Regional Training for PJ/CEO #1 of 3	Live Regional	1 Day Offer once in south	1			JBLD	PJ/CEO	See above
Regional Training for PJ/CEO #2 of 3	Live Regional	1 Day Offer once in north	1			JBLD	PJ/CEO	See above

Regional Training for PJ/CEO # 3 of 3.	Live Regional	1 Day Offer once in central	2			JBLD	PJ/CEO	See above
MANAGER/SUPERVISOR								
COURT PERSONNEL								
Default, Default Judgments, and Enforcement Documents #1	Live Regional	1-day regional (3 times in different areas)	2			ATCO	Civil Court Staff	Recently offered
Default, Default Judgments, and Enforcement Documents #2	Live Regional	1-day regional (3 times in different areas)	2			ATCO	Civil Court Staff	Recently offered
Default, Default Judgments, and Enforcement Documents#3	Live Regional	1-day regional (3 times in different areas)	2			ATCO	Civil Court Staff	Recently offered
Felony Sentencing #1	Live Regional	1-day regional (3 times in different areas)	2			ATCO	Criminal Court Staff	Recently offered
Felony Sentencing #2	Live Regional	1-day regional (3 times in different areas)	2			ATCO	Criminal Court Staff	Recently offered
Felony Sentencing #3	Live Regional	1-day regional (3 times in different areas)	2			ATCO	Criminal Court Staff	Recently offered
Advanced Prison Abstracts #1	Live Regional	1-day regional (3 times in different areas)	1			ATCO	Criminal Court Staff	Recently offered, but high demand
Advanced Prison Abstracts #2	Live Regional	1-day regional (3 times in different areas)	1			ATCO	Criminal Court Staff	Recently offered, but high demand
Advanced Prison Abstracts #3	Live Regional	1-day regional (3 times in different areas)	1			ATCO	Criminal Court Staff	Recently offered, but high demand
Death Penalty Procedures #1	Live Regional	1-day (3 times in different areas)	1			ATCO	Criminal Court Staff	Has not been offered in several years

Death Penalty Procedures #2	Live Regional	1-day (3 times in different areas)	1			ATCO	Criminal Court Staff	Has not been offered in several years
Death Penalty Procedures #3	Live Regional	1-day (3 times in different areas)	1			ATCO	Criminal Court Staff	Has not been offered in several years
Judgments #1	Live Regional	1-day (3 times in different areas)	1			ATCO	Family Court Staff	The Judgments and Default Judgments course should be offered back to back days
Judgments #2	Live Regional	1-day (3 times in different areas)	1			ATCO	Family Court Staff	The Judgments and Default Judgments course should be offered back to back days
Judgments #3	Live Regional	1-day (3 times in different areas)	1			ATCO	Family Court Staff	The Judgments and Default Judgments course should be offered back to back days
Default Judgments #1	Live Regional	1-day (3 times in different areas)	1			ATCO	Family Court Staff	The Judgments and Default Judgments course should be offered back to back days
Default Judgments #2	Live Regional	1-day (3 times in different areas)	1			ATCO	Family Court Staff	The Judgments and Default Judgments course should be offered back to back days
Default Judgments #3	Live Regional	1-day (3 times in different areas)	1			ATCO	Family Court Staff	The Judgments and Default Judgments course should be offered back to back days
Adoptions #1	Live Regional	1-day (3 times in different areas)	1			ATCO	Family Court Staff	
Adoptions #2	Live Regional	1-day (3 times in different areas)	1			ATCO	Family Court Staff	
Adoptions #3	Live Regional	1-day (3 times in different areas)	1			ATCO	Family Court Staff	
Advanced DMV Reporting #1	Live Regional	1-day (3 times in different areas)	1			ATCO	Traffic Court Staff	
Advanced DMV Reporting #2	Live Regional	1-day (3 times in different areas)	1			ATCO	Traffic Court Staff	

Advanced DMV Reporting #3	Live Regional	1-day (3 times in different areas)	1			ATCO	Traffic Court Staff	
Advanced IDM #1 of 2	Live Regional	1-day (3 times in different areas)	2			ATCO	HR Staff	More in depth information than is provided to managers/supervisors in the broadcast, perhaps require the broadcast as a prerequisite, to provide a blended learning experience.
Advanced IDM #2 of 2	Live Regional	1-day (3 times in different areas)	2			ATCO	HR Staff	More in depth information than is provided to managers/supervisors in the broadcast, perhaps require the broadcast as a prerequisite, to provide a blended learning experience.
Advanced Classification and Compensation #1 of 2	Live Regional	1-day (3 times in different areas)	1			ATCO	HR Staff	More in depth information than was provided in the course offered in 2014.
Advanced Classification and Compensation #2 of 2	Live Regional	1-day (3 times in different areas)	1			ATCO	HR Staff	More in depth information than was provided in the course offered in 2014.
Advanced HR Fundamentals #1 of 2	Live Regional	1-day (3 times in different areas)	2			ATCO	HR Staff	Break down what the fundamentals are and have individual courses for each one – like Advanced IDM –
Advanced HR Fundamentals #2 of 2	Live Regional	1-day (3 times in different areas)	2			ATCO	HR Staff	Break down what the fundamentals are and have individual courses for each one – like Advanced IDM –
HR Professionals as leaders #1 of 2	Live Regional	1-day (3 times in different areas)	2			ATCO	HR Staff	Being part of the strategic team, being proactive. Fleshed out, could be a webinar series, could be a good place to use blended learning – outside assignments
HR Professionals as leaders #2 of 2	Live Regional	1-day (3 times in different areas)	2			ATCO	HR Staff	Being part of the strategic team, being proactive. Fleshed out, could be a webinar series, could be a good place to use blended learning – outside assignments
ADA updates 1/4	Live Regional	½ day	1			JBAEF	ADA Staff	Offered twice each year.
ADA updates 2/4	Live Regional	½ day	1			JBAEF	ADA Staff	Offered twice each year.
ADA updates 3/4	Live Regional	½ day	1			JBAEF	ADA Staff	Offered twice each year.
ADA updates 4/4	Live Regional	½ day	1			JBAEF	ADA Staff	Offered twice each year.
Accountings/Financial Abuse #1	Live Regional	One in the north one in the south	1			Probate	Court Investigators	Accounting is a priority for training. In many cases, court investigators are the eyes and ears of the court, and they are the first to note and observe potential abuse or mismanagement on the part of fiduciaries. See Focus Group notes for essential content. CB - Probate court investigators are uniquely subject to content-based requirements under CRC 10.478, in conservatorship and guardianship education—including court-supervised fiduciary accounting—which this course would help fulfill.

	Accountings/Financial Abuse #2	Live Regional	One in the north one in the south	1			Probate	Court Investigators	see above
	Interviewing Children #1	Live Regional	One in the	1			Probate	Court	Content should include information on best practices, interviewing
	Interviewing Children #2	Live Regional	One in the north one in the south	1			Probate	Court Investigators	see above
	Brain/Head Injuries #1	Live Regional	One in the north one in the south	2			Probate	Court Investigators	Should include information on types of brain injuries and how investigators should address those. Include working with clients who have been in the military and suffer from brain injuries.
	Brain/Head Injuries #2	Live Regional	One in the north one in the south	2			Probate	Court Investigators	see above

Draft #	Content	Recommended Delivery Method	Frequency	Priority	Plan Year 2016-2017	Plan Year 2017-2018	Curriculum Committee	Target Audience	Notes and Rationale(including length of time)
Local Courses				Curriculum to be developed. Added to the catalogue and delivered upon request by a court					
	Judicial and staff Education	Live local					All	All	PJs and CEOs can request education to be delivered locally as CJER resources allow.

Draft #	Content	Recommended Delivery Method	Frequency	Priority	Plan Year 2016-2017	Plan Year 2017-2018	Curriculum Committee	Target Audience	Notes and Rationale(including length of time)	Cost Benefit Analysis Performed (check if done)	Questions and clarifications
Blended - video or broadcast with a webinar/ live with a pre or post webinar											
	Trial Court Appellate Division Best Practices	Webinar or Discussion Forum blended with existing online course		1			Appellate	Judges, Clerks, Research Attorneys	Offer a webinar annually on anniversary date of launch of online course (e.g. January 2017 and January 2018). Format will allow appellate divisions to exchange information, share ideas and discuss best practices.		W40
	Traffic Amnesty Program	Webinar/Broadcast		1			ATCO	Traffic Court Staff	Explanation of program and general traffic procedures surrounding the program. (Note: Program went into effect Oct. 2015 and will be in force for 18 months). Provide Webinar on this topic first, then develop Traffic Amnesty broadcast.A broadcast has been added on this topic.		W46 & SB35?
	Habeas Corpus/Writs	Broadcast and webinar		1			ATCO	Appellate Court Staff	The group also suggested a broadcast as a prerequisite to the videoconference or webinar on this topic. Yes, this and the webinar below are to be developed.		W47V11
	Statements of Decision	Blended – video and webinar	30 min. each	2			Civil	Judges and SJOs	Statements of decision are crucial to the public's faith in the decisions in court trials and appellate review. However, SOD's have the potential to take up a disproportionate amount of judicial officer time and attention. There is limited current material available on when SODs are required or desirable or how to efficiently structure an SOD. Participants would watch the video on their own time as a prerequisite to attending the webinar.	N/A	W41V10
	Provisional Remedies	Blended – video and webinar	(60 min. video/120 min. webinar)	3			Civil	Judges and SJOs	An understanding of the analysis used to consider provisional remedies, including civil restraining orders, and their ability to be appealed is key to a judge sitting in a civil assignment. Yet a live course on provisional remedies was last offered at the 2013 Civil Law Institute. The Curriculum Committee believes an updated short video should be partnered with a 2 hour webinar to provide a meaningful program on this crucial subject. Participants would watch the video on their own time as a prerequisite to attending the webinar.	N/A	W42V11
	Intro to Complex Civil Litigation	Live, Regional/Webinar	1/2 Day regional	2			Civil	Judges and SJOs	This program was last offered at the 2013 Civil Law Institute. As complex litigation expands beyond the LA and SF metropolitan areas, there is an increased need for introductory judicial education on how to handle complex matters or establish complex litigation programs. The Committee believes this course should be offered regionally, once in NorCal and once in SoCal, in order to reach maximum number of the target audience and avoid costs associated with a statewide program.	N/A	W49R161

	Intro to Complex Civil Litigation	Live, Regional/Webinar	1/2 Day regional	2			Civil	Judges and SIOs	This program was last offered at the 2013 Civil Law Institute. As complex litigation expands beyond the LA and SF metropolitan areas, there is an increased need for introductory judicial education on how to handle complex matters or establish complex litigation programs. The Committee believes this course should be offered regionally, once in NorCal and once in SoCal, in order to reach maximum number of the target audience and avoid costs associated with a statewide program.		How many (3?) W53 – 55 (3) Webinars pre or post course? How many iterations? Courses at existing institutes? ? Is 2 other ok?
	Wellness & Self-Care – combating decision fatigue & avoiding burn out	Webinar & Studio Video		1			JBAEF	Justices, Judges, SIOs	Video component is already completed with Dr. Siegel implements a recommendation of the Experienced Judge Workgroup. Include mindfulness-based stress reduction (MBSR) workshops as a spinoff building off work of Mindful Justice conference (Michigan 2015) and Charles Halpern, Director of the Berkeley Initiative for Mindfulness in Law. In addition, Mindsight author Dan Siegel (recommended by Judge Bacigalupo, Superior Court of LA) is possible "mindfulness" subject-matter expert for video, which also could be included as a CTD broadcast. Judges Erica Yew and Pat Lucas, Superior Court of Santa Clara are possible resources.	N/A	W48R160
	Performance Management	Webinar/Broadcast		1			JBLD	Managers/Supervisors, CEOs	Utilize existing broadcast and expand teaching by having attendees watch broadcast and then attend webinar. Recommendation: During 2016-2018, develop webinar on topic covered in existing broadcast and have blended learning model in which participants view broadcast, implement/apply skill, then participate in follow up webinar to deepen the learning.		W43
	Appreciative Inquiry	Webinar/Broadcast		1			JBLD	Managers, CEOs	Utilize existing broadcast and expand teaching by having attendees watch broadcast, implement/apply skill, and then participate in webinar to deepen the learning. Recommendation: Develop webinar 2017-2018.		W44
	Succession Planning	Webinar/Broadcast		2			JBLD	Managers/Supervisors, CEOs	This webinar would be in conjunction with the Succession Planning broadcast. Participants would watch the broadcast, then attend a webinar to discuss application/real scenarios. Recommendation: Develop webinar in conjunction with broadcast on this topic for 2016-2018. This is not a separate broadcast but refers to the existing broadcast above.		W45
	Communication Strategies for Leadership #1 of 3	Regional Webinar	1 Day regional	1			JBLD	Managers/Supervisors	Specific recommendation for a live training on this topic for peer interaction and instructor feedback. Cover communication as it relates to fostering creativity, getting others to do the thinking, choice of words, diversity. Focus on both individuals and teams/system. Include Appreciative Inquiry-focus on strengths/having solution focused discussions. Include this as a blended learning option and have participants watch broadcasts: Fostering Creativity Throughout the Organization, Achieving Success in a Diverse Work Environment and Appreciative Inquiry prior to class. Could also do follow up webinar after applying learning in the court environment.		W56 Existing video review R163
	Communication Strategies for Leadership #2 of 3	Regional Webinar	1 Day Regional	1			JBLD	Managers/Supervisors	see above		W57 Existing video review R164
	Communication Strategies for Leadership #3 of 3	Regional Webinar	1 Day Regional	1			JBLD	Managers/Supervisors	see above		W58R165

	Communication Strategies for Leadership # 1 of 3	Regional Webinar	1 Day Regional	1			JBLD	Managers/Super visors	see above		W59R166
	Communication Strategies for Leadership # 2 of 3	Regional Webinar	1 Day Regional	1			JBLD	Managers/Super visors	see above		W60R167
	Communication Strategies for Leadership # 3 of 3	Regional Webinar	1 Day Regional	1			JBLD	Managers/Super visors	see above		W61R168
	2016-17 Business Process Reengineering # 1 of 3	Live Class Add webinar for blended learning option.	1 Day	1			JBLD	Managers/Super visors, CEOs	One day class currently offered three times per year (no set dates) in different locations throughout the state. Participants are encouraged to attend training as teams with a court process they want to make more effective. This topic is on list of local training and can be offered upon request for a single court pending resource availability.		W62R169
	2016-17 Business Process Reengineering # 2 of 3	Live Class Add webinar for blended learning option.	1 Day	2			JBLD	Managers/Super visors, CEOs	see above		W63R170
	2016-17 Business Process Reengineering #3 of 3	Live Class Add webinar for blended learning option.	1 Day	1			JBLD	Managers/Super visors, CEOs	see above		W64R171
	2017-18 Business Process Reengineering # 1 of 3	Live Class Add webinar for blended learning option.	1 Day	2			JBLD	Managers/Super visors, CEOs	see above		W65R172
	2017-18 Business Process Reengineering# 1 of 3	Live Class Add webinar for blended learning option.	1 Day	2			JBLD	Managers/Super visors, CEOs	see above		W66R173
	2017-18 Business Process Reengineering# 1 of 3	Live Class Add webinar for blended learning option.	1 Day	2			JBLD	Managers/Super visors, CEOs	see above		
	Fiduciary Fees	Live webinar and podcast		1			Probate	probate judges and SJOs, probate attorneys, and probate examiners.			
	Child Witnesses, Children in Court	Live webinar and podcast		2			Probate	probate judges and SJOs, probate attorneys, and probate examiners.			
	Difference between civil and probate	Live webinar and podcast		2			Probate	probate judges and SJOs, probate attorneys, and probate examiners.			
	Evidentiary Issues in Probate Trials	Recorded webinar and podcast		3			Probate	probate judges and SJOs, probate attorneys, and probate examiners.			
	Capacity Issues	Recorded webinar and podcast		3			Probate	probate judges and SJOs, probate attorneys, and probate examiners.			

	Legal Update	Recorded webinar and podcast		1			Probate	Probate Court Investigators	This content is delivered via lecture, but it is necessary. Live programs better devoted to discussion, exchange, interaction. Also podcast, if tech available.		
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Draft #	Content	Recommended Delivery Method	Frequency	Priority	Plan Year 2016-2017	Plan Year 2017-2018	Curriculum Committee	Target Audience	Notes and Rationale(including length of time)	Cost Benefit Analysis Performed (check if done)	Questions and clarifications
Videoconferencing				Capacity is 12+ per year. 1-3 hours. Up to three remote sites in addition to AOC room. 12 participant or less per site.							
	Americans with Disabilities Act (ADA)	Webinar/Videoconference					ATCO	Appellate Court Staff	Employees would benefit from knowing the specifics of the law.Court-related topics could include: How/why a scent-free workplace can be enforcedAnswering questions about ergonomics		Vc1 Inform COSO. Vidconf Equip ok to receive for now
	Creating PDFs	Webinar/Videoconference					ATCO	Appellate Court Staff	Due to the number of courts currently e-filing, or slated to begin e-filing, the group identified a need for training in how to create and use this type of document. This could be combined with ACCMS training.		Vc2
	Everything You've Always Wanted to Know About Habeas Corpus and Writs	Webinar/Videoconference					ATCO	Appellate Court Staff	The consensus was that this is good information for clerks and it should repeat with updated information. The group also suggested a broadcast as a prerequisite to the videoconference.Yes, this topic will be offered both as a webinar and a broadcast, above.		Vc3
	Leadership Training	Webinar/Videoconference					ATCO	Appellate Court Staff	The group concluded that there are elements in the current leadership courses offered by CJER that would be beneficial for all JAs and clerks even if they are not in a supervisory role. Leadership classes, they said, would offer judicial assistants an opportunity to share and discuss issues.		Vc4
	Mobile Devices	Webinar/Videoconference					ATCO	Appellate Court Staff	JAs and clerks would benefit from a class on the use of mobile devices (tablets, phones) to read or send documents or access sites so that they can assist judges who turn to them for technical help. A class in technological advancements for clerks would be especially beneficial for courts that are moving to a paperless environment. If not a standalone class, perhaps this information can be included in another computer-related class.		Vc5
	Outlook Training	Webinar/Videoconference					ATCO	Appellate Court Staff	In the opinion of the members of the focus group, "There can never be enough training on this," particularly as to how the pieces (Mail, Calendar, and Word) work together.		Vc6Question re vidconf delivery method for this content. Maybe webinar
	Reporter of Decisions	Webinar/Videoconference					ATCO	Appellate Court Staff	Judicial Assistants would benefit from learning more about the work of the reporter and the connection between what they do and what the reporter does. Should include topics such as: How many signatures are required for an order and why, and a discussion of the style manual.		Vc7Inform COSO. Vidconf Equip ok to receive for now

Draft #	Content	Recommended Delivery Method	Frequency	Priority	Plan Year 2016-2017	Plan Year 2017-2018	Curriculum Committee	Target Audience	Notes and Rationale(including length of time)
Webinar				Capacity is 30 per year. 30-90 minutes in length. Variable audience size.					
	Appellate Process – different approaches # 1 of 4	Webinar or Discussion Forum		2			Appellate	Justices, Attorneys	Discussion of different approaches for handling cases including ACCMS issues, chambers case management, technology and writs – 2 per year – schedule during quarters without face-to-face events (e.g. Fall 2016 and Summer 2017).
	Appellate Process – different approaches # 2 of 4	Webinar or Discussion Forum		2			Appellate	Justices, Attorneys	see above
	Appellate Process – different approaches # 3 of 4	Webinar or Discussion Forum		2			Appellate	Justices, Attorneys	see above
	Appellate Process – different approaches # 4 of 4	Webinar or Discussion Forum		2			Appellate	Justices, Attorneys	see above
	Recruitment & Retention #1 of 4	Webinar					ATCO	HR Staff	Possibly a webinar series (3 or 4 webinars over the 2 year plan period) Topics to include: Employee Onboarding (legal components), Diversity, Hiring committees, EEOC requirements, Use of technology in the hiring process, Mentoring
	Recruitment & Retention #2 of 4	Webinar					ATCO	HR Staff	see above
	Recruitment & Retention #3 of 4	Webinar					ATCO	HR Staff	see above
	Recruitment & Retention #4 of 4	Webinar					ATCO	HR Staff	see above
	Groundwater Litigation	Webinar	(120 min.)	2			Civil	Judges and SJOS	Legislation in the 2015 legislative cycle is expected to significantly alter how groundwater cases are litigated. For those judges who hear these types of cases, providing a forum for them to discuss the new statutes and their impact is key.
	Writing Skills	Webinar	(60 min.)	2			Civil	Judges and SJOS	Writing with clarity and efficiency is a desirable skill for all judicial officers. This course would provide participants with an opportunity to receive tips on how to write more clearly and succinctly. The Curriculum Committee recommends that this webinar be designed so that participants could submit a piece of writing for review and receive confidential, personalized feedback.

ADA current issues # 1 of 8	Webinar		1		JBAEF	ADA Coordinators	Four per fiscal year or eight per cycle.
ADA current issues # 2 of 8	Webinar		1		JBAEF	ADA Coordinators	Four per fiscal year or eight per cycle.
ADA current issues # 3 of 8	Webinar		1		JBAEF	ADA Coordinators	Four per fiscal year or eight per cycle.
ADA current issues # 4 of 8	Webinar		1		JBAEF	ADA Coordinators	Four per fiscal year or eight per cycle.

ADA current issues # 5 of 8	Webinar		1			JBAEF	ADA Coordinators	Four per fiscal year or eight per cycle.
ADA current issues # 6 of 8	Webinar		1			JBAEF	ADA Coordinators	Four per fiscal year or eight per cycle.
ADA current issues # 7 of 8	Webinar		1			JBAEF	ADA Coordinators	Four per fiscal year or eight per cycle.
ADA current issues # 8 of 8	Webinar		1			JBAEF	ADA Coordinators	Four per fiscal year or eight per cycle.
Access for Elders	Webinar		1			JBAEF	Justices, Judges, SJOS	How to enhance access to justice as the population ages. Possible content includes physical challenges (e.g. hearing and vision impairment, wheelchair access, walkers, etc.) and aged-related dementia, lack of hi-tech literacy, use of guardians ad litem (GALs) for seniors and dependent adults, use of Evidence Code section 730 for capacity evaluations and understanding the family dynamic of elder and dependent adult abuse. Include social workers and/or gerontologists as panelists. Judge Kim Hubbard, Orange County is possible resource.
Fairness in appointments by trial judges	Webinar		2			JBAEF	Judges and SJOS	Share practices for making appointments impartially and also for improving diversity (e.g. making process more transparent and sharing information about process with different communities). Examples include, but are not limited to, appointment of counsel, temporary judges, experts, investigators, and special masters. Content should include impact of unconscious bias. Ask participants for questions ahead of time.
2017-18 Socio-economic Access: Big Picture	Webinar					JBAEF	Justices, Judges, SJOS	Recommend for 2017-2018 after the Commission on the Future of California's Court System, appointed by the Chief Justice, makes its recommendations relating to traffic proceedings as well as broader issues concerning the disproportionate impact of mandatory and discretionary fines, fees, and penalties on low income court users. Include discussion of CONFERENCE OF CHIEF JUSTICES AND STATE COURT ADMINISTRATORS - Resolution 5 (reaffirming commitment to goal of 100% access for essential civil needs). Discuss practices that might have disparate socio-economic impact (e.g. handling SRLs at end of calendar) and seek out solutions
Anticipating Predictable Barriers to Achieving Change	Webinar		1			JBLD	Managers/Supervisors, CEOs	Develop a webinar with focus specifically on barriers to change based on Peter Senge's work on organizations. Currently have broadcast that focuses on Managing Resistance in the Workplace which focuses on behaviors. One option would be to have people watch that broadcast and then have webinar on the barriers that are more system based. May also want to reference Dr. Stedham's work. Courts are undergoing lots of change, changing to new case management systems. Recommendation: Develop webinar as blended learning option. Prerequisite to watch Managing Resistance in the Workplace prior to webinar.

	Helping Employees Navigate Customer Service Challenges in the Courts	Webinar		1		JBLD	Managers/Super visors, CEOs	Required to watch new staff customer service broadcast before this. This will provide a blended learning experience. Addressing unique customer service challenges of working in court setting and how to prepare, support and sustain staff. Move away from labeling "difficult" people.Add Part 2: Managing internal challenges.
	Fiduciary Fees	webinar and podcast		1		Probate	Judges, SJOs, probate attorneys, probate examiners	Webinars generally:Webcam recommended, so people are more engagedFD would be helpful, training on both user and faculty endConsider blended learning: pre-course reading or lecture. E.g. Anti-SLAPP/Justice TurnerFiduciary fees is a topic that arises constantly, for all probate judges across different types of proceedings. The committee therefore prioritizes this and accountings.Podcast also, if tech available
	Best Practices in Managing a Probate Department	webinar		2		Probate	Judges, SJOs, probate attorneys, probate examiners	Up to 3 hours.This course was extremely well received at the Oct. 2015 Probate and Mental Health Institute. Many participants commented that it should be offered again, and made more readily available. This course is specifically designed to increase efficiency and case processing in the probate court, and the design of the course contemplates maximum discussion and sharing of practices, for long-term benefit to the probate departments.
	Child Witnesses, Children in Court	webinar and podcast		2		Probate	Judges, SJOs, probate attorneys, probate examiners	This is a subject that deserves attention and particular sensitivity, because of the potential for trauma when children have to testify or deal with the court in already-troubled situations, as in many probate guardianships.*Judge Belz, Dr . Lyon recommended as facultyInteractive webinarPodcast also, if tech available
	Difference between civil and probate	webinar and podcast		2		Probate	Judges, SJOs, probate attorneys, probate examiners	Interactive discussion via webinarConsider modules, each with faculty from different backgroundPodcast also, if tech available
	Evidentiary Issues in Probate Trials	Recorded webinar and podcast		3		Probate	Judges, SJOs, probate attorneys, probate examiners	This was a course that was very well received at the Oct. 2015 Probate Institute. Podcast also, if tech available.CB - Low cost/continuing benefit: The course is already designed. This is a simple recorded lecture via webinar, which would be available to judges on demand. There is a continuing benefit, relative to the very low cost of production.
	Capacity Issues	Recorded webinar and podcast		3		Probate	Judges, SJOs, probate attorneys, probate examiners	Legal standards regarding capacity, per Andersen v. Hunt and subsequent case law and legislation.Podcast also, if tech availableCB - Low cost: simple recorded webinar
	Accountings	Webinar		1		Probate	Judges, SJOs, probate attorneys, probate examiners	Accountings, like fiduciary fees, is a topic that arises constantly, for all probate judges across different types of proceedings. Consider including content specific to judges, attorneys, and examiners.

Office Hours	Webinar		3			Probate	Judges, SJOs, probate attorneys, probate examiners	Up to weekly, as demand warrants. These are intended to serve as a forum where one or several faculty members are available at designated "office hours," where participants can log on and ask judges questions or have a discussion. Probate judges are expected to be a jack of all trades, but often have nowhere to turn for advice or feedback. Open to entire judicial system. Smaller county judges and judges who do some but not exclusively probate are welcome to discuss issues with experienced faculty.
Dementia Syndrome/Dementia	Webinar		1			Probate	Court Investigators	Court investigators are out in the field, visiting homes and observing whether conservatees and wards are properly taken care of. Dementia is prevalent among conservatees, and court investigators need basic education so they can spot yellow flags and more accurately report on the level of care. See Focus Group notes for essential content.
Disability Rights	Webinar		3			Probate	Court Investigators	
Investigator and Court Interdependence	Webinar		3			Probate	Court Investigators	See Focus Group notes for essential content.
VAWEP #11/20	Webinar or course within an Institute	Up to 1 day, once every year (usually offered every other year)				VAWEP		The VAWEP grant now requires 2 comprehensive human trafficking courses per grant cycle (October through September). To be offered either within an existing institute (juvenile, family, probate, civil, appellate) or as a webinar. 2016 Human Trafficking: Special Topics Course
VAWEP #12/20	Webinar or course within an Institute	Up to 1 day, once every year (usually offered every other year)				VAWEP		The VAWEP grant now requires 2 comprehensive human trafficking courses per grant cycle (October through September). To be offered either within an existing institute (cow, crim, or trial atty) or as a webinar. 2016 Human Trafficking: Special Topics Course
VAWEP #19/20	Webinar or course within an Institute	Up to 1 day, once every year (usually offered every other year)	1			VAWEP	Judges and SJOs	The VAWEP grant now requires 2 sexual assault courses for Criminal Judges per grant cycle (October through September). To be offered either within an existing institute (juvenile, family, probate, civil, appellate) or as a webinar. 2016 Sexual Assault: Special Topics Course
VAWEP #20/20	Webinar or course within an Institute	Up to 1 day, once every year (usually offered every other year)	1			VAWEP	Judges and SJOs	The VAWEP grant now requires 2 sexual assault courses for Criminal Judges per grant cycle (October through September). To be offered either within an existing institute (cow, crim, or trial atty) or as a webinar. 2017 Sexual Assault: Special Topics Course

VAWEP #16/20	Webinar or course within an Institute	Up to 1 day, once every year (usually offered every other year)	1			VAWEP	Judges and SJOs	To remain flexible, our goal will be to offer about 10 DV/VAWEP Courses each grant year. Possible Topics: Handling Domestic Violence Cases involving Veterans/ Veteran's Issues in Domestic Violence Cases, Veterans Court and Domestic Violence, Considerations in LGBTQ Domestic Violence and Sexual Assault Cases, Homelessness and Intersection with Domestic Violence, Child Abduction Cases Involving Domestic Violence, How to Start and Maintain a Domestic Violence Council, Firearms Issues in Criminal, Family, Juvenile Cases involving Abuse, Abuse in the Age of the Internet, Special Immigrant Juvenile Status and Domestic Violence, Domestic Violence and Child Welfare Cross-Over Issues, Legal Updates in Domestic Violence Law, Witness Issues in DV Cases, Managing DV Court/ DV ProbationDiscovery Issues in DV Cases: Interplay with 300 Records/ 827 Petitions, Electronic Evidence in Domestic Violence Cases, Social Media and Technology in Domestic Violence, Stalking, and Human Trafficking Cases, Ensuring Safety in Child Custody Cases Involving. Domestic Violence 2016 Domestic Violence: Special Topics Course
VAWEP #17/20	Webinar or course within an Institute	Up to 1 day, once every year (usually offered every other year)	1			VAWEP	Judges and SJOs	see above for 2017 Domestic Violence: Special Topics Course
VAWEP #18/20	Webinar or course within an Institute	Up to 1 day, once every year (usually offered every other year)	1			VAWEP	Judges and SJOs	see above for 2017 Domestic Violence: Special Topics Course

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Broadcasts									
	Civil Topic (Update or Revision)	Broadcast		2			ATCO	Civil Court Staff	This is a place holder for a Civil topic (new law or revision) If not needed; a Civil topic encore will be aired.
	Prop 47	Broadcast		1			ATCO	Criminal Court Staff	Content should explain Prop 47, describe the hearing process, and resentencing procedures.
	Criminal Topic (Update or Revision)	Broadcast		2			ATCO	Criminal Court Staff	This is a place holder for a Criminal topic (new law or revision) If not needed; a Criminal topic encore will be aired.
	Guardian Ad Litem	Broadcast		1			ATCO	Family Court Staff	The group agreed that there is general confusion on this topic, particularly the difference between guardian ad litem and guardianship. It was suggested that training consist of: an overview; explanation of the role of the clerk when a guardian ad litem is filed; and the process (procedures) for filing guardian ad litem. It was also suggested that attention be paid to guardian ad litem in regard to a juvenile's immigration status.
	Orders to Show Cause re: Contempt	Broadcast		1			ATCO	Family Court Staff	Group suggested training on the criminal aspect of contempt as it relates to family law. Suggested topic areas include: contempt procedures (findings reflected in the minutes); sentencing time requirements (jail time vs community service); information on the verbiage/language used regarding contempt; and the process/procedures when a trial is required (rare, but possible).
	Basic Introduction to Family Law	Broadcast		1			ATCO	Family Court Staff	Suggestion was made that the introductory information from the 1st and 2nd days of the Family CCTI class be repurposed to create an overview of Family Law for the new employee.
	Non-Minor Cases	Broadcast		1			ATCO	Juvenile Court Staff	Content should define who qualifies as a non-minor dependent (eligible age ranges); explain the relevant laws (AB12/212); outline procedure for transition of jurisdiction back to juvenile; explain processing of re-entry petitions; clarify supervision. Should also include related Judicial Council forms and outline ICWA considerations.
	Non-minor adoptions (Dependency)	Broadcast		1			ATCO	Juvenile Court Staff	Define and explain non-minor adoptions; create a timeline for such adoptions; explain relevant laws incl. WIC 366.31; include relevant forms and ICWA considerations.
	Court Investigations for Clerks	Broadcast		1			ATCO	Probate Court Staff	Content should focus on clerk's responsibilities in relation to the work of the court investigators including: Requirements as described in the Probate Code How reports are processed and the deadlines How reports are closed Who has access to investigator reportsThe clerk's responsibilities when other agencies conduct investigations.
	Traffic Customer Service	Broadcast		1			ATCO	Traffic Court Staff	Content could be specific to Traffic and include topics such as explaining traffic fines.
	Harassment Prevention for non-supervisory employees	Broadcast		1			ATCO	Court Staff	Review in 2018 and update if necessary.
	Customer Service – Complex topics	Broadcast		1			ATCO	Court Staff	Several focus groups recommended a broadcast on more complex customer service issues, possibly a 1 day regional or attaching the content to other regional courses. Possibly a webinar. Other topics – managing crisis, difficulties in the workplaceCould also develop 3 hour module and add it to all CCTI courses.
	Law changes/update or other needed revisions to an existing program	Broadcast		2			ATCO	Court Staff	This is a place holder for an open topic (new law or revision) If not needed; an encore will be aired.

Family Law Update	Simple Broadcast		1			Family	Judges and SJOs	
Dependency Law Update	Simple Broadcast		1			Family	Judges and SJOs	
Continuing the Dialogue # 1 of 8	Broadcast Series	- Post related materials that can be downloaded after viewing.	1			JBAEF	All	Increase to four per fiscal year (1 on access issues and 3 on fairness issues). Currently, 3 times per year on 5th Tuesday of month. Committee recommends adding one broadcast per year to make it quarterly. This is principal statewide delivery method for general access, ethics and fairness education.
Continuing the Dialogue # 2 of 8	Broadcast Series	- Post related materials that can be downloaded after viewing.	1			JBAEF	All	see above
Continuing the Dialogue # 3 of 8	Broadcast Series	- Post related materials that can be downloaded after viewing.	1			JBAEF	All	see above
Continuing the Dialogue # 4 of 8	Broadcast Series	- Post related materials that can be downloaded after viewing.	1			JBAEF	All	see above
Continuing the Dialogue # 5 of 8	Broadcast Series	- Post related materials that can be downloaded after viewing.	1			JBAEF	All	see above
Continuing the Dialogue # 6 of 8	Broadcast Series	- Post related materials that can be downloaded after viewing.	1			JBAEF	All	see above
Continuing the Dialogue # 7 of 8	Broadcast Series	- Post related materials that can be downloaded after viewing.	1			JBAEF	All	see above
Continuing the Dialogue # 8 of 8	Broadcast Series - Post related materials that can be downloaded after viewing.		1			JBAEF	All	Increase to four per fiscal year (1 on access issues and 3 on fairness issues). Currently, 3 times per year on 5th Tuesday of month. Committee recommends adding one broadcast per year to make it quarterly. This is principal statewide delivery method for general access, ethics and fairness education.

	Revision of existing broadcast/Current topic	Broadcast		1			JBLD	Managers/Supervisors, CEOs	There are several mgr/sup broadcasts that should be reviewed and possibly updated. We also often get requests for topics after the plan is put in place. These slots would provide flexibility for CJER to respond as needs are raised. CJER staff to consult with committee regarding prioritizing revising an existing broadcast or developing new one. Recommendation: During 2016-2018, CJER to communicate with committee about prioritizing existing broadcast revisions and requests by courts for new content. Develop workgroup to review broadcasts and decide about revisions.
	Revision of existing broadcast/Current topic	Broadcast		1			JBLD	Managers/Supervisors, CEOs	See above
	Revision of existing broadcast/Current topic	Broadcast		1			JBLD	Managers/Supervisors, CEOs	See above
	Revision of existing broadcast/Current topic	Broadcast		2			JBLD	Managers/Supervisors, CEOs	See above
	Revision of existing broadcast/Current topic	Broadcast		2			JBLD	Managers/Supervisors, CEOs	See above
	Overview of JBSIS Statistics	Broadcast		2			JBLD	Managers/Supervisors, CEOs	Overview and importance of JBSIS. Cover accurate reporting of data. With WAFM being so important for budget/staffing purposes, many courts haven't had this training in years which means they probably aren't reporting data accurately. Recommendation: Develop broadcast 2016-2018.
	Achieving Success in a Diverse Work Environment	Broadcast		1			JBLD	Managers/Supervisors, CEOs	Work ethic, work style, communication, choice of words, diversity in the workplace and the relationship to interactions, group discussions, team meetings, productivity, etc. Recommendation: Develop broadcast 2016-2018.
	Appreciative Inquiry	Broadcast		1			JBLD	Managers/Supervisors, CEOs	Borrow from appreciative inquiry principles, skills to use in a leadership role. Define Appreciative Inquiry process for strategic planning/goal setting, using strengths based approach to work with individuals and teams, solution focused discussions.
	Setting up New Employees for Success	Broadcast		1			JBLD	Managers/Supervisors, CEOs	How to effectively manage an employee during the first 90 days of employment. Include setting expectations, designing working relationships, coaching, team inclusion. Should supplement HR's onboarding in local court-consider this when developing. Recommendation: Develop broadcast 2016-2018
	Fostering Creativity Throughout the Organization	Broadcast		1			JBLD	Managers/Supervisors, CEOs	How to have creative discussions, ways to foster creativity; hiring "creative" types; alignment with right tasks/skills; supporting cross division communication. Recommendation: Develop broadcast 2016-2018
	Analytical Skills for Program Management	Broadcast, Facilitator Guide		2			JBLD	Managers/Supervisors, CEOs	How to use data; analyze it; prepare reports; make recommendations regarding workload.Improve quality of memos, summaries. Create facilitator guide. Recommendation: Develop broadcast 2016-2018. Create facilitator guide along with broadcast.
	Succession Planning	Broadcast		1			JBLD	Managers/Supervisors, CEOs	Training on how to develop the next generation of leaders. Topics to include identifying staff interested in management, mentoring, etc.Recommendation: Develop broadcast 2016-2018.
	Sexual Harassment Prevention	Broadcast		1			JBLD	Managers/Supervisors, CEOs	This is current training that is required by law and offered annually and updated once each two year cycle.Recommendation: Offer 2016-2017.
	Sexual HarassmentPrevention	Broadcast		1			JBLD	Managers/Supervisors, CEOs	See above.Recommendation: Offer 2017-2018.
	Delinquency Law Update	Simple Broadcast		1			Juvenile	Judges and SJOs	
	Safety During Site Visits	Broadcast		2			Probate	Court Investigators	This is an important course, because court investigators are unique subject to physical safety issues, during site visits.See Focus Group notes for essential content.

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10 Minute Mentor				Capacity approximately 7 per year. This is a 9-12 minute video delivered online on a single static web page with associated content materials.					
	Minor's Compromise	10-Minute Mentor		2			Civil	Judges and SJOS	The faculty for the Civil Law Basic Orientation requested a short video on the unique issues that arise when fashioning settlements or orders involving a minor (Forms MC-350 - MC-356). The Curriculum Committee believes a short video on this subject alerting the target audience to this issue is advisable.
	Pitchess Motions	10-Minute Mentor		1			Criminal	Judges and SJOS	Committee recommends producing a 10-Minute Mentor on Pitchess motions with an outline of cases posted on the website as well.
	Serna Motions	10-Minute Mentor		2			Criminal	Judges and SJOS	Committee recommends this product as a means to address questions raised by a significant number of 2015 criminal law education survey respondents.
	Plea Bargaining	10-Minute Mentor		2			Criminal	Judges and SJOS	Committee recommends this product as a means to address questions raised by a significant number of 2015 criminal law education survey respondents. Video will necessarily discuss Clancey.
	Management of Community Property in Probate	10-Minute Mentor		2			Probate	Judges and SJOS	See BG 301.15 et seq.General CP concepts and principlesAlso podcast, if tech available
	Spousal Property Petitions	10-Minute Mentor		2			Probate	Judges and SJOS	Basics.Judge Reiser proposed.

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Videos											
	Intro to ADR	Video	(60 min.)	3			Civil	Judges and SJOs	The "Judges' Guide To ADR" Benchguide was last updated in 2008 and is not on the schedule to be updated soon. The Curriculum Committee believes that a current, short introductory video is appropriate for judges new or returning to a civil assignment.	N/A	1v
	PAGA in Employment & Other Cases	Video	(60 min.)	2			Civil	Judges and SJOs	With mandatory arbitration clauses precluding a larger portion of employment and consumer claims, litigants are increasingly turning to PAGA to preserve access to civil courtrooms. The Curriculum Committee believes an introductory video or an interactive judicial article on this statute and recent case law (e.g., arbitrability of PAGA claims) is needed.	N/A	2v
	Advanced Insurance Coverage Cases	Video	(60 min.)	2			Civil	Judges and SJOs	A companion to Insurance Video #14256 contained in the 2014-2016 Education Plan, this course would expand on the basic concepts in this earlier video to focus on more nuanced issues in insurance cases. This topic is essential for the target audience in structuring settlements (particularly when parties are entitled to contribution from joint tortfeasors) and managing cases involving insurance issues.	N/A	3v
	Arbitration	Video	(60 min.)	3			Civil	Judges and SJOs	Mandatory arbitration – particularly the interplay between state and federal law in this area – continues to be hot topic in California civil law. In lieu of a live course (or in an alternate year from a session at an Institute), the Curriculum Committee believes that a video update is an appropriate method for delivering information about developments in this area.	N/A	4v
	Pretrial Orders	Video	(60 min.)	2			Civil	Judges and SJOs	The Curriculum Committee believes that a resource on pretrial orders – including Trial Management Conferences and Motions in Limine – is desirable. Currently, there are no videos that address this topic.	N/A	5v
	Constitutionalists/ Sovereign Citizens	Video		2			Criminal	Judges and SJOs	The committee recommends a studio video which would cannibalize material from the 2014 Cow County course on "Sovereign Citizens—Coming to a Courtroom Near You" and the YouTube videos recommended therein. Faculty: Hon. Nicole Bershon, Hon. James Dabney, Hon. David Sotelo, and D. Brett Bianco, Court Counsel, Superior Court of Los Angeles County. http://www2.courtinfo.ca.gov/cjer/judicial/2032.html Link to video by Southern Poverty Law Center: https://www.youtube.com/watch?v=d_y-gLm9Hrw Link to news stories (excellent Do and Don't): https://www.youtube.com/watch?v=_0ntHWpxV9w		6vWould require copyright permission.
	Forensic Psychologist in Sexual Assault Cases	Video		2			Criminal	Judges and SJOs	Forensic Psychologist in Sexual Assault Cases has appeared on past two Ed Plan, but never delivered. It was/is contingent on VAWA grant funding. This could count as one of the 4 SEXUAL ASSAULT PRODUCTS REQUIRED BY TERMS OF VAWEP GRANT FOR THIS EDUCATION PLAN CYCLE.		
	The Life of a Probate Case	video		3			Probate	??	PAO not basic enough, or long enough.Also podcast, if tech availableCB - This is intended to make more efficient use of live instruction. This video would provide a continuing benefit to new audiences, and have a shelf life.		7VNot a Podcast
	A Day in the Life of a Probate Judge	video		2			Probate	??	Scripted vignettes with examples of different types of proceedings, e.g. guardianship calendarConsider blended learning: using along with live coursesE.g. Judge Johnston LPS videoAlso podcast, if tech availableCB - This video would provide a continuing benefit to new audiences, and have a shelf life.		1VShould move this to the Simulation / Complex video section
	Elder Abuse	Studio Video		1			Probate	Court Investigators	Update "A Look at Elder Abuse from the Perspective of Law Enforcement." See Focus Group notes for essential content.		8v
	DOJ Records/CLETS	Studio Video		2			Probate	Court Investigators	See Focus Group notes for essential content.		9v
	Battle Fatigue	Studio Video		3			Probate	Court Investigators	Content should include information on helping investigators identify stressors and tips for dealing with job-induced stress.		10v

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Simulations & Complex Videos									
	Encouraging Settlement	Simulation		2			Civil	Judges and SJOS	See "Experienced ADR & Settlement," above. This simulation would enhance the course requested.
	Civil Case Management simulation #1 of 4	Simulation		1			Civil	Judges and SJOS	This would be 4-5 separate video simulations
	Civil Case Management simulation #2 of 4	Simulation		1			Civil	Judges and SJOS	
	Civil Case Management simulation #3 of 4	Simulation		1			Civil	Judges and SJOS	
	Civil Case Management simulation #4 of 4	Simulation		1			Civil	Judges and SJOS	
	Pitchess Motions	Simulation update		1			Criminal	Judges and SJOS	Last updated 2012. Committee recommends re-doing this to include updates and some discussion of Brady and Johnson issues as well. This would be an update to an existing product on a topic of high interest per the 2015 criminal law education survey.CB - There have been 86 views for this particular clip on Pitchess motions since August 2014.
	Jury Selection in Criminal Cases	Simulation		2			Criminal	Judges and SJOS	Committee recommends providing a simulation on the jury selection process from judge's greeting and explanation of process, to examination for hardship and cause, and responding to difficult statements by prospective jurors.
	Family Content Simulation Content to be determined by Workgroup	Simulation		1			Family	Judges and SJOS	Would require actors. First or second fiscal year depending on resources Can be used as a component of Face to Face Program and in conjunction with Ten- Minute Mentor (see below). Post related materials that can be downloaded after viewing.
	Language Access	Simulations		2			JBAEF	Justices, Judges and SJOS	Model effective methods for handling court interpreters (e.g. not talking over interpreters and slowing things down to allow time for interpretation). Involve a court interpreter to ensure interpreter perspective is included.
	Content to be determined by Workgroup; suggested topic by JCC are:Effective Communication	Blended Learning –Component of Face to Face Program and 10 Minute Mentor (see below). Post related materials that can be downloaded after viewing.					Juvenile	Judges and SJOS	Would require actors. First or second fiscal year depending on resources

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Podcasts									
	2016-17 Substantive Law Updates and Emerging issues #1 of 2	Podcast series		2			Appellate	Justices, Attorneys	Twice a year in first year (2016-17) with goal of quarterly releases for second year (2017-18). Survey participants at face-to-face venues for topics of interest.
	2016-17 Substantive Law Updates and Emerging issues #1 of 2	Podcast series		2			Appellate	Justices, Attorneys	see above
	2017-18 Substantive Law Updates and Emerging issues #1 of 4	Podcast series		2			Appellate	Justices, Attorneys	see above
	2017-18 Substantive Law Updates and Emerging issues #2 of 4	Podcast series		2			Appellate	Justices, Attorneys	see above
	2017-18 Substantive Law Updates and Emerging issues #3 of 4	Podcast series		2			Appellate	Justices, Attorneys	see above
	2017-18 Substantive Law Updates and Emerging issues #4 of 4	Podcast series		2			Appellate	Justices, Attorneys	see above
	Cultural awareness # 1 of 4	Podcast series		2			JBAEF	All	Series about how to be more culturally sensitive. Video interview with Professor Allison Renteln and Judge Bobbi Tillman has been completed and could be used in teaching and facilitation. Short features could focus on specific communities, including, but not limited to, religious groups, recent immigrants, LGBT litigants, and the homeless. Committee will choose whether it will be a podcast or a video. Maybe encourage the podcast as it is a new delivery method. Same for items below.
	Cultural Awareness # 2 of 4	Podcast Series		2			JBAEF	All	see above
	Cultural Awareness # 3 of 4	Podcast Series		2			JBAEF	All	see above
	Cultural Awareness # 4 of 4	Podcast Series		2			JBAEF	All	see above

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Complex Online Courses				Capacity is approximately 3 per year (Judicial and Administrative Education). 120-180 days for content creation and 90-120 days for web page production. These may contain branching and navigation and full interactivity, may include video production also.					
	Basic customer service course (1 hour)	Online course Complex		1			ATCO	Court Staff	Recommendations were that we need to get replace the 2 outdated existing online courses (An Introduction to Customer Service and Customer Service in Action.) with one updated course that new clerks can take and more experienced clerks can take as a refresher.
	Basic Safety (1 hour)	Online course Complex		2			ATCO	Court Staff	This course needs a complete revision. (This course is used by court staff and Judicial Council staff.) Because many clerks/staff have to take this course each education cycle, it is important to revise and update it.
	Electronic Evidence	Online course Complex		1			Criminal	Judges and SJOs	The committee recommends new online course on Electronic Evidence as it is a popular topic of increasing prevalence in all courtrooms. Will include video lecture components. CB - According to the 2015 criminal law education survey, the most popular delivery method, after multi-day and day-long live courses, is on-line courses. They provide flexible learning options that can be adapted to the participants' schedules. They also have excellent "shelf life" as they are easily updated yearly. Their cost relative to other delivery methods is medium.
	Admitting the Statements and Silence of Criminal Defendants	Online course Complex		1			Criminal	Judges and SJOs	Committee recommends creating "package curriculum" of 3 online course modules: Miranda, Massiah, and Doyle/Griffin with interactive hypotheticals, short video vignettes of faculty lecture, and bench tool (flowchart).CB - See above. Additional, this course will be adapted from a regional course delivered during the 2014-2016 education plan. Therefore, it will not require much additional resourcing.

Draft #	Content	Recommended Delivery Method	Frequency	Priority	Plan Year 2016-2017	Plan Year 2017-2018	Curriculum Committee	Target Audience	Notes and Rationale(including length of time)	Cost Benefit Analysis Performed (check if done)	Questions and clarifications
<p>Simple Online Courses (Captivate or other technology)</p> <p style="text-align: center;">Capacity is approximately 9 per year, but depends on complexity. Capacity could be increased with a reduction in complex HTML course production (Judicial and Administrative Education). Little to no branching and navigation, lower volume of text, less complex content, simple or no video.</p>											
	Domestic Violence Restraining Orders	Online Course Simple		1			ATCO	Civil Court Staff	Group suggested that training in this area would be useful as court staff are often confused about the criminal aspects of this civil process. Content should also address that this is a quasi-family law matter because family members can request a DV restraining order.		Cap 3
	Basic Misdemeanor Case-Flow	Online Course Simple		1			ATCO	Criminal Court Staff	A companion to the existing Felony Case Flow tutorial		Cap 4
	Prison Abstracts	Online Course Simple		2			ATCO	Criminal Court Staff	A tutorial might be beneficial if the tutorial links back to the abstract manual which would eliminate the need for constant updating.		Cap 5
	Adoptions	Online Course Simple		2			ATCO	Family Court Staff	Consider if a tutorial could provide an overview – not as in depth as the broadcast.		Cap 6
	Sealed and Confidential Records	Online Course Simple		1			ATCO	Family Court Staff	What is a sealed record? What's a confidential record and what's the difference between the two? What are the similarities between a sealed document and an exhibit? Could topic be included with existing content?		Cap 7
	827 Petitions	Online Course Simple		1			ATCO	Juvenile Court Staff	Explain and clarify the rules/laws relevant to petitions (dependency & delinquency), who may view the file, who may get a copy, etc.; Processes will vary from county to county, so content should emphasize the law and rules of court.		Cap 8
	Notice of Petition to Transfer Case Involving an Indian Child to Tribal Jurisdiction (ICWA-050)	Online Course Simple		1			ATCO	Probate Court Staff	Group agreed that most of the suggested ICWA topics (notice requirements; procedures if there is fact of Indian ancestry; Parental Notification of Indian Status (ICWA-020)) were already available in the ICWA Inquiry and Notice online course. A new product is needed for transfer to tribal jurisdiction. Better as a job aid		Cap 9
	Intercountry/Interstate Transfers	Online Course Simple		2			ATCO	Probate Court Staff	Group suggested that more training is needed on requirements for county to county transfer of cases. Training will be necessary to inform clerks of new laws on conservatorship case transfers and also on interstate transfers.		Cap 10
	Trials	Online Course Simple		1			ATCO	Traffic Court Staff	Content should include: Court Trials, Trial de Novo, Appeals		Cap 11
	JBSIS/Accuracy in Reporting	Online Course Simple		2			ATCO	Traffic Court Staff	Content should include information on the funding impacts of inaccurate reporting.		Cap 12
	Surrogacy Cases	Online Course Simple		1			ATCO	Family Court Staff	Group suggested a general surrogacy overview that would include information on the paperwork. (What paperwork would be included? Petitions? Pleading forms? Contracts? Orders? And would the order be sealed or not? It will just be this captivate course and not a broadcast.		Cap 13: Is this a duplicate? It is also in the broadcast section as Sb25. Both Bob will determine which one to create. One of the other
	Case Management in Civil Cases	Online Course Simple		1			Civil	Judges and SJOs	This will incorporate the courtroom simulation videos for civil case management, also to be created in the 2016-2018 education plan period.		Cap 1
	Questioning Prospective Jurors	Online Course Simple		1			Civil	Judges and SJOs	Carry-over from last ed plan (#14429 – formerly titled Civil Jury Management). This will incorporate the video simulations that will be filmed in fall 2015 (ed plan numbers 14277-9)		Cap 14
	Real World Judicial Ethics 4	Online Course Simple		1			JBAEF	Judges and SJOs	This will be based on the video vignettes in QE3 along with Q&A from QE3 teacher's guide.		Cap 2

Draft #	Content	Recommended Delivery Method	Frequency	Priority	Plan Year 2016-2017	Plan Year 2017-2018	Curriculum Committee	Target Audience	Notes and Rationale(including length of time)
Updates to Simple Online Courses (HTML, 10MM, Courtroom Simulations)									
					Blank plan years indicates the product will not be updated during plan cycle				
	Small Claims	Online Course Simple Updates							
	Unlawful Detainers	Online Course Simple Updates							
	Judicial Council Forms (mandatory v. optional)	Online Course Simple Updates							
	Process Creditor's Claims	Online Course Simple Updates							
	Statement of Decision	Online Course Simple Updates							
	Character evidence	Online Course Simple Updates							
	Voir Dire	Online Course Simple Updates							
	Expert Witness Testimony: Evidence Issues	Online Course Simple Updates							
	CJER Online Tutorial	Online Course Simple Updates							NOT UPDATING
	Introductory Videos for Each Toolkit	Online Course Simple Updates							NOT UPDATING
	Settling Criminal Cases	Online Course Simple Updates							NOT UPDATING
	Settling Civil Cases	Online Course Simple Updates							

	Questioning Prospective Jurors	Online Course Simple Updates								
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Draft #	Content	Recommended Delivery Method	Frequency	Priority	Plan Year 2016-2017	Plan Year 2017-2018	Curriculum Committee	Target Audience	Notes and Rationale(including length of time)
Updates to Complex Online Courses (HTML, 10MM, Courtroom Simulations)									
					Blank plan years indicates the product will not be updated during plan cycle				
	Trial Court Appellate Division Practice and Procedure	Online Course Complex Updates							
	CEQA	Online Course Complex Updates							
	Family Jurisdiction	Online Course Complex Updates							
	Stress Management	Online Course Complex Updates							NO NEED TO UPDATE
	Time Management	Online Course Complex Updates							NO NEED TO UPDATE
	Domestic Violence Restraining Orders	Online Course Complex Updates							Civ and Family committees specifically wants this updated the same as it has been in the current ed plan.
	How to Run a Busy Calendar	Online Course Complex Updates							
	Relevance and Its Limits	Online Course Complex Updates							
	Restraining Orders Against Harassment, Abuse, or Violence	Online Course Complex Updates							Will be updated in the first year of the 2016 – 2018 ed plan
	California Unlawful Detainer Proceedings	Online Course Complex Updates							
	Civil Trial Evidence: I Object!	Online Course Complex Updates							
	Punitive Damages Primer	Online Course Complex Updates							

Small Claims Court: Consumer and Substantive Law	Online Course Complex Updates							
Small Claims Court: Procedures and Practices	Online Course Complex Updates							
Unlawful Detainer	Online Course Complex Updates							
Is It Hearsay?	Online Course Complex Updates							
Jury Challenges	Online Course Complex Updates							
Trial Evidence: Handling Common Objections	Online Course Complex Updates							
You Be The Judge—Hearsay and Its Exceptions	Online Course Complex Updates							
Arraignments Primer	Online Course Complex Updates							
Bail and Own Recognizance Release Procedures Primer	Online Course Complex Updates							
Common Motions: Criminal Calendar Primer	Online Course Complex Updates							
Criminal Discovery Motions Primer	Online Course Complex Updates							
Preliminary Hearings Primer	Online Course Complex Updates							
Proposition 36: Drug Court	Online Course Complex Updates							Not to be updated
Traffic Cases	Online Course Complex Updates							

Calendar Management in Family Court	Online Course Complex Updates							Family committee specifically wants this updated the same as it has been in the current ed plan.
Characterizing Property	Online Course Complex Updates							Family committee specifically wants this updated the same as it has been in the current ed plan.
Child and Spousal Support	Online Course Complex Updates							Family committee specifically wants this updated the same as it has been in the current ed plan.
Custody and Visitation	Online Course Complex Updates							Family committee specifically wants this updated the same as it has been in the current ed plan.
Determining Income	Online Course Complex Updates							Family committee specifically wants this updated the same as it has been in the current ed plan.
Dividing Property	Online Course Complex Updates							Family committee specifically wants this updated the same as it has been in the current ed plan.
ADA in State Court	Online Course Complex Updates							
Communicating With Self Represented Litigants	Online Course Complex Updates							
Courtroom Control	Online Course Complex Updates							
Judicial Ethics for New Judges	Online Course Complex Updates							
Judicial Ethics for Temporary Judges	Online Course Complex Updates							
Real World Judicial Ethics 1	Online Course Complex Updates							
Real World Judicial Ethics 2	Online Course Complex Updates							
Real World Judicial Ethics 3	Online Course Complex Updates							

Self Represented Litigants: Special Challenges	Online Course Complex Updates							
Juvenile Delinquency Hearings	Online Course Complex Updates							Juvi committee specifically wants this updated the same as it has been in the current ed plan.
Juvenile Dependency Hearings	Online Course Complex Updates							Juvi committee specifically wants this updated the same as it has been in the current ed plan. Need a contract attorney.
Basic Safety in the Courts	Online Course Complex Updates							NO NEED TO UPDATE
Basics of Family and Medical Leave	Online Course Complex Updates							JBLD committee specifically wants this updated the same as it has been in the current ed plan.
Code of Ethics	Online Course Complex Updates							NO NEED TO UPDATE
Courtroom Clerk in the Felony Courtroom	Online Course Complex Updates							
Customer Service in Action	Online Course Complex Updates							NO NEED TO UPDATE
Employment Law for Supervisors and Managers	Online Course Complex Updates							JBLD committee specifically wants this updated the same as it has been in the current ed plan.
Ethics Orientation/Conflict of Interest	Online Course Complex Updates							
Felony Sentencing for Courtroom Clerks	Online Course Complex Updates							
Handling Change	Online Course Complex Updates							NO NEED TO UPDATE
Handling Fee Waiver Applications	Online Course Complex Updates							JBLD committee specifically wants this updated the same as it has been in the current ed plan.
ICWA Inquiry and Notice	Online Course Complex Updates							Juvi committee specifically wants this updated the same as it has been in the current ed plan.

Introduction to Customer Service	Online Course Complex Updates							NOT UPDATING
Introduction to Family Procedure	Online Course Complex Updates							
Family Procedure: enforcement	Online Course Complex Updates							
Personal Security in the Courts	Online Course Complex Updates							NOT UPDATING
Records Management	Online Course Complex Updates							
Requests for Domestic Violence Restraining Orders	Online Course Complex Updates							
The Work of the Courts	Online Course Complex Updates							ATCO committee specifically wants this updated the same as it has been in the current ed plan.

Draft #	Content	Recommended Delivery Method	Frequency	Priority	Plan Year 2016-2017	Plan Year 2017-2018	Curriculum Committee	Target Audience	Notes and Rationale(including length of time)
New Publications									
	CEQA Benchguide	New publications		1			Civil	Justices, Judges and SJOS, attorneys	Work on updating and editing a course outline to convert it into a Benchguide – including conversion to CJER style guides and including pin cites for all citations – is ongoing as part of the 2014-2016 Education Plan. It is anticipated that Phase 2 of the project - judicial review and editing - will carry over into the next education cycle.

Draft #	Content	Recommended Delivery Method	Frequency	Priority	Plan Year 2016-2017	Plan Year 2017-2018	Curriculum Committee	Target Audience	Notes and Rationale(including length of time)
Publication Updates Blank plan years indicates the product will not be updated during plan cycle									
	By Judges for Judges	Publication updates							This will be maintained as it has been in prior plans.

Draft #	Content	Recommended Delivery Method	Frequency	Priority	Plan Year 2016-2017	Plan Year 2017-2018	Curriculum Committee	Target Audience	Notes and Rationale(including length of time)
Updates to Handbooks									
	Felony Sentencing Handbook	Handbook Updates							Updated annually
	Mandatory Jury Instructions Handbook	Handbook Updates							Updated annually

Draft #	Content	Recommended Delivery Method	Frequency	Priority	Plan Year 2016-2017	Plan Year 2017-2018	Curriculum Committee	Target Audience	Notes and Rationale(including length of time)
Updates to Benchbooks									
	California Judges Benchbook Civil Proceedings: Before Trial	Benchbook updates							Updated annually
	California Judges Benchbook Civil Proceedings: Trial	Benchbook updates							Updated annually
	California Judges Benchbook Civil Proceedings: After Trial	Benchbook updates							Updated annually
	California Judges Benchbook Civil Proceedings: Discovery	Benchbook updates							Updated annually
	Domestic Violence Cases in Criminal Court Benchbook	Benchbook updates							Updated annually
	Search and Seizure Benchbook	Benchbook updates							Updated annually
	Small Claims and Consumer Law Benchbook	Benchbook updates							Updated annually

Draft #	Content	Recommended Delivery Method	Frequency	Priority	Plan Year 2016-2017	Plan Year 2017-2018	Curriculum Committee	Target Audience	Notes and Rationale(including length of time)
Updates to Bench Handbooks									
	Fairness and Access Bench Handbook	Bench-handbook updates							Committee wants this updated.
	Indian Child Welfare Act Bench Handbook	Bench-handbook updates							
	Judges Guide to ADR	Bench-handbook updates							
	Jury Management Bench Handbook	Bench-handbook updates							
	Managing Gang-related Cases Bench Handbook	Bench-handbook updates							
	On-Call Duty Binder for Judges Bench Handbook	Bench-handbook updates							
	The Child Victim Witness Bench Handbook	Bench-handbook updates							

Draft #	Content	Recommended Delivery Method	Frequency	Priority	Plan Year 2016-2017	Plan Year 2017-2018	Curriculum Committee	Target Audience	Notes and Rationale(including length of time)
Updates to Bench Guides									
	BG 2 Disqualification of Judge Benchguide	Benchguide updates							
	BG 3 Courtroom Control:Contempt and Sanctions Benchguide	Benchguide updates							
	BG 20 Injunctions Prohibiting Civil Harassment or Workplace Violence Benchguide	Benchguide updates							
	BG 31 Landlord-Tenant Litigation: Unlawful Detainer Benchguide	Benchguide updates							
	BG 34 Small Claims Court Benchguide	Benchguide updates							
	BG 52 Misdemeanor Arraignment	Benchguide updates							
	BG 54 Right to Counsel Issues	Benchguide updates							
	BG 55 Bail and OR Release	Benchguide updates							
	BG 58 Motions to Supress and Related Motions: Checklist	Benchguide updates							Committee wants this updated
	BG 62 Deferred Entry of Judgment/Diversion	Benchguide updates							
	BG 63 Competence to Stand Trial	Benchguide updates							
	BG 74 Sentencing Guidelines for Common Misdemeanors and Infractions	Benchguide updates							

BG 75 Misdemeanor Sentencing	Benchguide updates							
BG 81 DUI Proceedings	Benchguide updates							
BG 82 Traffic Court Proceedings	Benchguide updates							
BG 83 Restitution	Benchguide updates							
BG 84 Probation Revocation	Benchguide updates							
BG 91 Felony Arraignment and Pleas	Benchguide updates							
BG 92 Preliminary Hearings	Benchguide updates							
BG 98 Death Penalty Benchguide: Pretrial and Guilt Phase	Benchguide updates							Can only be updated if a contract attorney is engaged.
BG 99 Death Penalty Benchguide: Penalty Phase and Posttrial	Benchguide updates							Can only be updated if a contract attorney is engaged.
BG 100 Initial or Detention Hearings	Benchguide updates							Juvi committee wants this updated. Can only be updated if a contract attorney is engaged.
BG 101 Jurisdiction Hearing	Benchguide updates							Juvi committee wants this updated. Can only be updated if a contract attorney is engaged.
BG 102 Disposition Hearing	Benchguide updates							Juvi committee wants this updated. Can only be updated if a contract attorney is engaged.
BG 103 Review Hearing	Benchguide updates							Juvi committee wants this updated. Can only be updated if a contract attorney is engaged.
BG 104 Selection and Implementation Hearing	Benchguide updates							Juvi committee wants this updated. Can only be updated if a contract attorney is engaged.

BG 116 Initial or Detention Hearing	Benchguide updates						Juvi committee wants this updated.
BG 117 Fitness Hearing	Benchguide updates						Juvi committee wants this updated.
BG 118 Jurisdiction Hearing	Benchguide updates						Juvi committee wants this updated.
BG 119 Disposition Hearing	Benchguide updates						Juvi committee wants this updated.
BG 120 LPS Proceedings	Benchguide updates						
BG 130 Adoptions	Benchguide updates						No update planned
BG 200 Custody and Visitation	Benchguide updates						Family committee specifically wants this updated.
BG 201 Child and Spousal Support	Benchguide updates						Family committee specifically wants this updated.
BG 202 Property Characterization and Division	Benchguide updates						Family committee specifically wants this updated.
BG 203 AB 1058 Child Support Proceedings: Establishing Support	Benchguide updates						Family committee specifically wants this updated.
BG 204 AB 1058 Child Support Proceedings: Enforcing Support	Benchguide updates						Family committee specifically wants this updated.
BG 300 Conservatorship: Appointment and Powers	Benchguide updates						
BG 301 Conservatorship Proceedings	Benchguide updates						
BG 302 Probate Administration	Benchguide updates						

CFCC Judges Guide to Domestic Violence (2014)	Benchguide updates								This publication is not in the 2014 – 2016 education plan and the current VAWEP grant allocates only \$50 to keep current in publications. We need to determine the priority of all the VAWEP related publications for updating.
CFCC California Protective Orders (2014)	Benchguide updates								This publication is not in the 2014 – 2016 education plan and the current VAWEP grant allocates only \$50 to keep current in publications. We need to determine the priority of all the VAWEP related publications for updating.
CFCC Firearms and Full Faith and Credit (2014)	Benchguide updates								This publication is not in the 2014 – 2016 education plan and the current VAWEP grant allocates only \$50 to keep current in publications. We need to determine the priority of all the VAWEP related publications for updating.
CFCC Emergency Protective Orders Quick Reference Guide (2014)	Benchguide updates								This publication is not in the 2014 – 2016 education plan and the current VAWEP grant allocates only \$50 to keep current in publications. We need to determine the priority of all the VAWEP related publications for updating.
CFCC Tribal Communities and domestic Violence (2012)	Benchguide updates								This publication is not in the 2014 – 2016 education plan and the current VAWEP grant allocates only \$50 to keep current in publications. We need to determine the priority of all the VAWEP related publications for updating.
CFCC Judge Guide: Abuse in Later Life (2014)	Benchguide updates								This publication is not in the 2014 – 2016 education plan and the current VAWEP grant allocates only \$50 to keep current in publications. We need to determine the priority of all the VAWEP related publications for updating.
Benchguide for Recognizing Dangerousness in Domestic Violence Cases (2013)	Benchguide updates								This publication is not in the 2014 – 2016 education plan and the current VAWEP grant allocates only \$50 to keep current in publications. We need to determine the priority of all the VAWEP related publications for updating.
CFCC Domestic Violence in dependency cases – a judge’s guide	Benchguide updates								This publication is not in the 2014 – 2016 education plan and the current VAWEP grant allocates only \$50 to keep current in publications. We need to determine the priority of all the VAWEP related publications for updating.

Draft #	Content	Recommended Delivery Method	Frequency	Priority	Plan Year 2016-2017	Plan Year 2017-2018	Curriculum Committee	Target Audience	Notes and Rationale(including length of time)
New Bench Tools				Capacity is 10+ and variable based upon complexity.					
	Batson/Wheeler Motion	Bench Tools		2			Criminal	Judges and SJOS	
	Serna Motions	Bench Tools		2			Criminal	Judges and SJOS	
	Interstate Compact (re Parole)	Bench Tools		2			Criminal	Judges and SJOS	
	Unconscious Bias	Bench Tools		1			JBAEF	Justices, Judges and SJOS	Job Aid/Checklist
	Updating of existing job aids to eliminate redundancy, assess usefulness and creating new job aids if needed	Bench Tools		1			Family	Judges and SJOS	NEW: Ongoing over Ed Plan.
	CFCC Bench Handbook: Immigration and Domestic Violence (VAWEP)	Bench Tools		1			VAWEP	Judges and SJOS	This publication is not in the 2014 – 2016 education plan and the current VAWEP grant allocates only \$50 to keep current in publications. We need to determine the priority of all the VAWEP related publications for updating.
	CFCC Bench Handbook: Stalking (VAWEP)	Bench Tools		2			VAWEP	Judges and SJOS	This publication is not in the 2014 – 2016 education plan and the current VAWEP grant allocates only \$50 to keep current in publications. We need to determine the priority of all the VAWEP related publications for updating.

Draft #	Content	Recommended Delivery Method	Frequency	Priority	Plan Year 2016-2017	Plan Year 2017-2018	Curriculum Committee	Target Audience	Notes and Rationale(including length of time)
New Staff Job Aids									
	Review/Revise existing job aids as necessary	Job Aids					All	All	Review for updates/update as needed
	Claim Opposing Forfeiture	Job Aids					ATCO	Civil Court Staff	
	Confidentiality	Job Aids					ATCO	Civil Court Staff	
	Law Updates	Job Aids					ATCO	Civil Court Staff	
	Renewal of Judgment	Job Aids					ATCO	Civil Court Staff	
	General ADA Considerations	Job Aids					ATCO	Civil Court Staff	
	Petitions for Gender/Name Change	Job Aids					ATCO	Civil Court Staff	
	Criminal Motions	Job Aids					ATCO	Criminal Court Staff	
	Calculating Dissolution Date	Job Aids					ATCO	Family Court Staff	
	Parentage Cases	Job Aids					ATCO	Family Court Staff	
	Elder Abuse	Job Aids					ATCO	Probate Court Staff	
	Objection to Inventory and Appraisal	Job Aids					ATCO	Probate Court Staff	
	Report of Sale	Job Aids					ATCO	Probate Court Staff	
	Summary Proceedings	Job Aids					ATCO	Probate Court Staff	
	Petition for Change of Name (Guardianships)	Job Aids					ATCO	Probate Court Staff	
	Establishing Fact of Marriage, Birth, or Death	Job Aids					ATCO	Probate Court Staff	
	Special Immigrant Juvenile Status	Job Aids					ATCO	Probate Court Staff	
	Final Discharge	Job Aids					ATCO	Probate Court Staff	
	New Traffic Laws	Job Aids					ATCO	Traffic Court Staff	
	Traffic Vehicle Codes	Job Aids					ATCO	Traffic Court Staff	
	Bail Schedule	Job Aids					ATCO	Traffic Court Staff	
	Traffic School Process	Job Aids					ATCO	Traffic Court Staff	
	Mandatory Forms	Job Aids		1			Probate	Court Investigators	These job aids include checklists, summaries of law, and other documents and job aids for court investigators. Very few resources required other than time spent by individual court investigators and staff in creating short job aids.
	Legal Update	Job Aids		1			Probate	Court Investigators	See above.
	Special Immigrant Juvenile Status	Job Aids		2			Probate	Court Investigators	See above.

	Step-Parent Adoptions	Job Aids		2			Probate	Court Investigators	See above.
	California Conservatorship Jurisdiction Act	Job Aids		1			Probate	Court Investigators	See above.
	Inter-County Transfers	Job Aids		3			Probate	Court Investigators	See above.
	Resource List	Job Aids		3			Probate	Court Investigators	See above.

Draft #	Content	Recommended Delivery Method	Frequency	Priority	Plan Year 2016-2017	Plan Year 2017-2018	Curriculum Committee	Target Audience	Notes and Rationale(including length of time)
Updates to Bench Tools and Job Aids									
		Bench Tools Updates						Judges and SJOS	Update as needed
		Job Aids updates						Court Staff	Update as needed

Center for Judicial Education and Research (CJER)
Resource Analysis of Curriculum Committee Recommendations
For the Review and Approval by the CJER Governing Committee

Executive Summary

Based upon the programs and products requested by the CJER Governing Committee's nine curriculum committees for 2016-2018, Center for Judicial Education and Research (CJER) staff conducted a resource analysis to determine whether current staffing and funding can support these requests. The desired goal is for CJER to deliver all of the requested programs and products, including live, face-to-face programs and courses, broadcasts, video simulations and lectures, webinars, online courses and updates to judicial publications. Since FY 2009, funding to support education for the trial courts has been reduced significantly (*see Attachment A*), due to reductions in the Trial Court Modernization and Improvement Fund (IMF). Reductions have required the elimination of specific programs for judges and court staff (e.g., the Continuing Judicial Studies Program and Technical Assistance grants for court staff), the reduction of programs (Institutes are now held every other year rather than yearly), and the reduction in the number of participants who can attend programs. The Governing Committee's goal is to secure sufficient funding to deliver the programs and products requested by the curriculum committees, and provide the training and education necessary for all members of the judicial branch to effectively serve the public and support the fair administration of justice in California.

However, if we assume the same level of funding from the IMF Fund during the 2016-2018 Education Plan, the analysis shows requests in both years exceed expected funding. The main drivers of the increased costs are:

1. **Increased cost of programs designed to orient judges to the bench and their assignment**, due to larger numbers of appointed and elected judicial officers and increased lodging costs for participants and faculty
2. Curriculum Committee requests to **restore programming** that was reduced or eliminated in last year's IMF reductions. These requests include:
 - a. Restore Criminal Law Institute
 - b. Restore full participation to the Orientation courses, so that experienced judges returning to an assignment can also attend the courses
 - c. Restore full participation to the Presiding Judge/CEO Institute
 - d. Restore the Advanced Probate Course
 - e. Restore two ICM courses

3. Curriculum Committee requests for ***new or expanded programming***, including a new Advanced Family Law course, an additional Juvenile Delinquency Orientation, and adding an extra day to the PJ/CEO Institute, and half day to the Supervising Judge Institute.
4. ***Faculty costs increasing*** due to higher costs for faculty lodging and travel, and increased costs for contract faculty.

The anticipated shortfalls in both years would be reduced significantly if education required by rule of court (for new judicial officers and those returning to an assignment) was fully funded. There is an anticipated shortfall of \$166,000 for programs designed to orient judges to the bench and to their assignment. CJER estimates that there will be approximately 96 new judges in that fiscal year.

As a long term approach, CJER recommends funding these programs (*New Judge Orientation*, the *Judicial College*, and the *orientation courses*) at a consistent level each year, using historical data to determine the average number of new judicial officers appointed and elected each year. These data illustrate that, on average, 104 new judges need to attend these courses each year (*see Attachment B*). Consistent funding at this level would avoid having a large number of new judges create a “bust” for the budget. For the years when less than 104 judges are appointed or elected, CJER would be allowed to carry over funding, thereby creating a balance for those years when more than 104 new judges enter the judicial system.

The Governing Committee should review the Committees’ requests in the attached *Draft Education Plan*, and, provide CJER with direction on approaches for mitigating the anticipated shortfall. This direction may include (a) reducing new program requests, (b) reducing or eliminating current programs, and (c) requesting or generating additional funding. The Governing Committee could direct CJER to implement a registration fee for programs that are not required by rules of courts; i.e., programs for experienced judges and SJOs, or not to pay the lodging costs of participants. Lodging costs are the most expensive cost factor for CJER. Not all states reimburse judges for lodging costs at statewide programs (*see Attachment C*). This would be a departure from current practice, but an approach that was taken when CJER originally offered programs to judicial officers.

Because multi-day statewide programs are the most funding and staffing intensive, all of CJER’s statewide programs are listed (*see Attachment D*), for your information and review.

Introduction

Beginning in the fall of 2015, each of the nine CJER Curriculum Committees met to review their respective curricula and to make recommendations on the programs and products to develop in the next Education Plan. The Curriculum Committees met multiple times via conference call and WebEx to review existing curriculum, as well as the current distance education, publications and face-to-face programming provided to their respective audiences. Using Google analytics, they reviewed available data related to usage, of products housed on *CJER Online* and attendance and waitlist numbers for live, face-to-face programs. Based on this work, they developed recommendations for the programming and distance education products to offer in the 2016-2018 Education Plan.

Those recommendations were submitted to the Judicial Council's Center for Judicial Education and Research (CJER) in early December so staff could analyze whether or not these recommendations could be developed and delivered, based on available funding and staffing resources. This document summarizes that analysis for the CJER Governing Committee and documents specific issues for the Committee to discuss.

This resource analysis provides the following:

- A. A funding analysis describing the cost of the full curriculum committee proposals. The cost is described in the context of CJER's IMF funds because it is the primary funding source that determines limits on what can be accomplished. Programs for appellate court participants will continue to be funded by the Office of Appellate Court Services. A list of those items has been provided to that office for their review and verification of funding (*see Attachment E*).
- B. A staffing and scheduling proposal that reflects an analysis of the most efficient method of deploying CJER's staff, because human resources are the primary indirect cost element that determines what can be accomplished. The resource analysis assumes that staffing levels remain stable, and that live, in-person programs will be offered using the schedule developed to maximize staff and financial resources.
- C. The *Draft 2016-2018 Education Plan*, based on the prioritized recommendations from the curriculum committees, including the Cost/Benefit Analysis forms that each curriculum committee completed for high cost items (separate attachment).
- D. Approaches for addressing funding shortfalls, for the CJER Governing Committee to discuss and provide direction to CJER staff.

Funding Analysis

The approach taken for the funding analysis differs slightly from the approach for the previous Education Plan. Over the past six to seven years, the IMF fund has been extremely volatile, with

reductions required nearly every year. In addition, the number of new judges appointed or elected varies from year to year, causing staff to either request additional funds for the programs for new judges (NJO, the College, and the orientation courses) or explain why there are funds leftover at the end of the year, when smaller numbers of new judges than anticipated enter the judicial branch. Further, lodging costs for faculty and participants have increased significantly in recent year, as the state's economy improved. The result is that there is variation in expected funding each year. Therefore, the approach is to focus on fully funding the education requested by the curriculum committee and developing options to achieve that goal.

For this analysis, the first step was to look at all of the recommendations from the curriculum committee and first assess whether there was sufficient staffing to fulfill the recommendations. That will be addressed in the next section. After that, staff estimated the costs for funding all of the recommendations by the curriculum committees. That allows the CJER Governing Committee to see the cost of fully funding all of the requests and creates a baseline funding goal of **\$1,430,203 in Year 1** and **\$1,444,403 in Year 2**. All of the recommendations of the CJER Curriculum Committees could be achieved with that level of funding.

That goal was then compared to the IMF funds that are anticipated to be available to CJER in the next two fiscal years. The difference between the funding goal and the anticipated IMF funding creates a shortfall in both plan years, and a variety of options have been proposed to address that gap in the last section of this report.

The funding analysis assumes a baseline IMF allocation for CJER of \$1,202,000 for each plan year. This is the current budget for FY 2015-16, which is an approximately 15% reduction from the previous year. To adjust to the reduced funding in this current year, several key programs were reduced or eliminated. Those included:

- Reduced participation at all *Primary Assignment Orientations* and admit only new judges and SJO, experienced judges and SJOs who are new to an assignment, and assigned judges;
- Elimination of a *Death Penalty Trials* and *Homicide Trials* courses;
- Elimination of the *Criminal Law Institute*;
- Reduced participation in the remaining *Death Penalty Trials*, *Homicide Trials*, and *Felony Sentencing Part One* and *Felony Sentencing Part Two*;
- Reduced participation in the *Presiding Judge/CEO Institute*;
- Reduced two *ICM courses* provided to court leadership; and
- Elimination of funding for participant lodging costs for programs for court staff and court leadership, including *Core 40*, *Advanced Core 40*, *Core 24*, *Core Leadership and Training Skills*.

It should be noted that some of these reductions proved to be difficult to successfully implement. For example, the reduced funding for participants at the Presiding Judges/CEO Institute was not sufficient to cover expenses for those who wanted to attend. CJER went over its budget by \$4,500 and 17 participants had to pay for their own lodging. This year, far more new judges wanted to attend the B.E. Witkin Judicial College, and costs exceeded what was funded. CJER requested and received an additional \$40,000 in General Funds to cover that shortage on a one-time basis. This reduced the impact on CJER's funding for this fiscal year, but did not solve the problem for future years. The lack of full funding to support attendance at Primary Assignment Orientations has also caused consternation by those judges who could not attend. Some 35 judges have been waitlisted or denied access to date. And, although the budget for the Trial Court Attorney Institute had not been reduced, more participants wanted to attend than funding allowed. Five participants paid their own costs in order to attend the Institute.

The estimate of \$1,202,000 is the appropriate baseline to use for planning purposes; however, if that level of funding is not provided, an even further reduction in the proposed programs and products will be necessary. The analysis of the cost of the committees' priorities demonstrates a funding need that exceeds this baseline budget by **\$228,203 in Plan Year 1** and **\$242,403 in Plan Year 2**.

Staffing Analysis

Live, face-to-face Programs

Staff needed to produce CJER's live, face-to-face courses and programs are primarily attorneys, educational specialists, and administrative coordinators. The efficient scheduling and distribution of program development and delivery throughout the year is the primary determinant of the number of events that can be delivered. Staff's analysis demonstrates that the committees' recommendations for live, face-to-face programs can be accomplished if scheduled in the manner recommended as set forth in the *Primary Assignment Orientation and Experienced Assignment Course Schedule* (see Attachment F), and that staffing levels remain constant.

Distance Education

Staff needed to produce CJER's distance education is primarily housed in the Distance Education department. We have determined that all of the distance education products requested can be resourced, provided they can be scheduled in a manner recommended by management. The schedule provides capacity levels for the various categories of delivery for the Education Plan, such as webinars, podcasts, video lectures, broadcasts and other distance

education. It should be noted that the online course delivery methods using Captivate software for online course development and WebEx for live webinars have been expanded in the plan.

Blended Education

This year, curriculum committees were encouraged to develop blended education products, typically, by combining a live program with a distance education component (webinar, video, etc.) in order to both reduce some of the cost and increase the effectiveness of the learning. This is still relatively new and takes some additional staff time and assistance. A senior education developer, is working with staff on designing the blended learning products. She is also working to assess whether one or two of the primary assignment orientations can utilize blended learning, in order to extend the opportunity for providing content to new judges and SJOs, without increasing the cost of the live program component. The goal of blended education is always to provide education in the most effective and efficient means possible.

Draft 2016-2018 Education Plan

See the separate attachment for the draft 2016-2018 Education Plan, with prioritized recommendations from CJER's Curriculum Committees. The associated cost/benefit analysis forms for high-cost programs and products are attached. All high cost programs and products were specifically reviewed by the Curriculum Committees to determine whether a less expensive delivery method might be used instead of the high cost delivery method.

Approaches for Addressing Funding Shortfalls

To fully fund the recommendations of the nine curriculum committees, the CJER Governing Committee requires a baseline budget of **\$1,430,203 in Year 1** and **\$1,444,403 in Year 2**. All of the recommendations of the CJER Curriculum Committees could be achieved with that level of IMF funding.

If that cannot be achieved, and the IMF budget for the next two fiscal years remains constant, thereby creating a shortfall of \$228,203 in Year 1 and \$242,403 in Year 2, the following options should be explored by the Governing Committee. It may be necessary to use more than one of the following options in order to close the shortfalls.

Options for Addressing Shortfalls for CJER 2016-2018 Education Plan

1. ***Request additional funding from the IMF fund to fully fund the Education Plan*** (\$228,203 in Year 1 and \$242,403 in Year 2)
2. ***Request additional funding from the IMF fund to fully fund education designed to orient judges to the bench and their assignments*** (~\$166,000 each year).

3. ***Seek a budget change proposal (BCP) to fully fund education to fully fund education designed to orient judges to the bench and their assignments,*** restoring it to a level that can absorb the fluctuations in numbers that occur each year. Using the average number of 104 new judicial officers elected or appointed per year, as determined by data over the last 25 years (~\$247,000).

4. ***Eliminate requested programming.*** Some possible options include:
 - *Criminal Law Institute.* This institute was eliminated in last year's budget. The Criminal Law Curriculum Committee was clear that this was an essential program and that participants would choose to pay for their expenses if necessary.
 - *Civil Law Institute.* Eliminate a different institute than the Criminal Law Institute (could be Civil Law or any other Institute).
 - *Advanced Probate Course.* This is a new course, held only one during the current education plan. It was added so that judges in a probate assignment had education in years when the Institute was not offered.
 - *Advanced Family course.* This is a new course, designed at the recommendation of the Governing Committee and in part, to address concerns raised by stakeholders to the Judicial Council.
 - *Trial Court Judicial Attorneys Institute.* Offered once during the two-year plan for attorneys in the trial courts. These attorneys have MCLE requirements and the Institute addresses their specific learning needs.
 - *Death Penalty Trials, Homicide Trials, Felony Sentencing Parts 1 and 2.* In each of the plan years, reduce an iteration of each course.
 - *Presiding Judge/CEO Institute and Supervising Judges Institute.* Do not increase the number of days for these programs.
 - *Evidence in Criminal and Civil Cases.* In each of the plan years, reduce an iteration of this course.
 - *Juvenile Delinquency Primary Assignment Orientation.* An additional course was requested this year, so that it would be offered two times during each year.
 - *ICM Programs.* Two additional courses were requested to be offered each year, enabling CJER to offer all 12 courses each plan year.
 - *Advanced Core 40.* This is a new course, designed as advanced leadership training for trial court managers and supervisors, to provide education beyond the basic Core 40 training. Courts have requested that CJER develop and offer this training for several years.

5. **Reduce participation at the Primary Assignment Orientations.** As has been done this year, limit attendance to only new judges and SJO, assigned judges, and experienced judges and SJOs who are new to the assignment. This has been very difficult to maintain and caused much disappointment by experienced judges returning to an assignment who want to refresh their education in that assignment area.

6. **Implement a registration fee** for participants for all multi-day statewide programs except those required by rule of court. The fee would be placed in a trust account and used to offset the cost associated with the respective program. A \$50 or \$100 fee could be implemented and garner savings:
 - \$50 fee: ~\$44,750 in Year 1 and ~\$37,800 in Year 2
 - \$100 fee: ~\$89,500 in Year 1 and ~\$75,600 in Year 2

7. **Do not pay lodging costs** for programs except those required by rule of court. This is similar to the current approach for trial court managers and supervisors (~\$132,500 in Year 1 and ~\$145,500 in Year 2). CJER does not recommend taking this approach for trial court staff programs such as the Court Clerk Training Institute. Affected programs would include all of the Institutes, including the PJ/CEO and Supervising Judges Institute, and other advanced courses for experienced judges.

Attachment A
IMF Funding for CJER, 2009 through 2015

Center for Judicial Education & Research (CJER) Budget Summary: FY 2009-10 through FY 2014-15

	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
Trial Court Trust Fund: Criminal Justice Realignment Funding	-	-	68,500 *	-			
IMF (Improvement and Modernization Fund)	2,374,875	2,141,152	1,483,000	1,193,000	1,263,000	1,414,000	1,202,000
Total Special Funds Budget	2,374,875	2,141,152	1,551,500	1,193,000	1,263,000	1,414,000 **	1,202,000
Change from Previous Year	-21.60%	-9.80%	-27.60%	-23.10%	5.90%	11.96%	-15.00%

*This funding was moved to the general fund in FY 2012-13

**This increase was to accommodate the higher state rate for lodging

Attachment B
Average Number of New Judges
Attending the B.E. Witkin Judicial College

Year	Attendance
2015	96
2014	88
2013	72
2012	54
2011	115
2010	106
2009	130
2008	100
2007	119
2006	105
2005	62
2004	112
2003	130
2002	95
2001	104
2000	78
1999	98
1998	142
1997	112
1996	112
1995	110
1994	98
1993	86
1992	No info available
1991	132
1990	148

Average 104 Judges

Attachment C
Comparison of Other States

State	Travel Costs Paid?	Lodging Costs Paid?	Meal Costs Paid?	Registration Fee?	Notes
Alabama		No	No, but \$75 per diem each day attending	Fees range from \$115-\$250	
Arizona	No. Local courts cover judges travel & lodging	No. Local courts cover judges travel & lodging		Mandatory conference (\$250), Mandatory orientation (\$750) Non-mandatory training (\$150)	Mandatory New Judge Orientation - cover all travel and lodging.
Connecticut	Yes	No			Very close to facilities
Florida	Yes	Yes		Yes, \$40 per day	

State	Travel Costs Paid?	Lodging Costs Paid?	Meal Costs Paid?	Registration Fee?	Notes
Georgia	Reimburses mileage, how much that is actually covered is a function of local political culture	For superior court judges, state reimburses lodging up to politically tolerable limits.		<p>\$360/person per year for taking part in Continuing Judicial Education</p> <p>This fee was based on \$15 per hour per judge. In 2016, fee will move to \$17 per hour or \$384 per person per year.</p>	This per capita per year fee enables each individual judge access to two 12 hour conferences, along with a regimen of NJO activities for all new judges, together with assorted courses (i.e., on-line specialty courses of 12 hours over 2 – 3 weeks) and face-to-face specialty events as well as periodic 1 hour webinars, not to mention maintaining update of various benchbooks.
Indiana	Yes	Yes	Yes	No	Do not cover mileages/hotel overnights for appellate level judges.
Iowa	Yes	Yes	Yes	No	
Kansas	Yes	Yes	Yes	\$100 fee for retired judges, and they are on their own for travel expenses	Municipal courts have a \$1 per case education fee which is used to fund municipal court judge training.

State	Travel Costs Paid?	Lodging Costs Paid?	Meal Costs Paid?	Registration Fee?	Notes
Michigan	No	Yes		No	Offers double-occupancy lodging for judges over 100 miles from site (May-October) or more than 65 miles from site (November-April).
New Jersey	Yes	Yes, if they live 50+ miles from conference site		No	
Ohio	No	No, except for new judges attending mandated programs	Yes	Yes (\$50/person, \$25/retired judges)	Put in a fund but has not been used. Most courses are only one day.
Texas	Yes	Yes	Yes	Voluntary-fee of \$60 per conference, which about 98% pay.	Rules of Judicial Education require us to reimburse our judges, as well as court personnel, for all reasonable expenses incurred in obtaining their mandatory education. Registration funds go into our cash reserves for use for educational things not otherwise covered by our state
Virginia	Yes	Yes	Yes		

State	Travel Costs Paid?	Lodging Costs Paid?	Meal Costs Paid?	Registration Fee?	Notes
Washington	No	Yes	Yes	Yes (~\$100/day)	Call it an "Incidental Fee" since it helps pay for meals and breaks. This year, they did not have funds for the Presiding Judge program and did not reimburse for lodging or meals.
Wisconsin	Yes	Yes	Yes		

Summary			
Travel Paid	Lodging Paid	Meals Paid	Registration Fee
No: 4	No: 4	No: 1	No: 5
Yes: 10	Yes: 11	Yes: 8	Yes: 7
Blank: 1	Blank: 0	Blank: 5	Blank: 2

Attachment D**Statewide Courses and Programs Requested for Plan Year 1 (2016-2017)**

B.E. Witkin Judicial College
New Judge Orientation (offered 8 times per year)
Qualifying Ethics Core Course (offered multiple times per year)
Primary Assignment Orientation Family Law (Winter, twice in two locations)
Primary Assignment Orientation Juvenile Dependency (Winter, Spring)
Primary Assignment Orientation Juvenile Delinquency (Fall, Winter)
Primary Assignment Orientation Criminal (Fall, Winter, Spring)
Primary Assignment Orientation Civil Limited (Fall)
Primary Assignment Orientation Civil Basic (Winter)
Primary Assignment Orientation Civil Experienced (Spring)
Primary Assignment Orientation Probate (Winter)
Primary Assignment Orientation Traffic (Spring)
Part One Felony Sentencing (Fall, Winter)
Part Two Felony Sentencing (Fall, Spring)
Death Penalty Trials (Fall, Winter)
Homicide Trials (Fall, Winter)
Handling Sexual Assault Cases (Fall, Winter)
Ethics & Self-Represented Litigants
Domestic Violence Nuts and Bolts: Human Trafficking
Immigration Issues in Domestic Violence
Handling Elder Abuse Issues
Experienced Probate Institute
Evidence in Criminal and Civil
CEQA Overview
Complex Civil Law Workshop
Family Law Institute
Juvenile Law Institute
Civil Law Institute
Cow County Judges Institute
Supervising Judges Institute
Presiding Judges/CEO Institute
Appellate Managers/Supervisors Institute (staffing only)
Appellate Judicial Attorneys Institute (staffing only)
Institute for Court Management Program Courses (10 individual courses per year)
Core 40
Advanced Core 40
Core 24
Court Clerk Training Institute

Statewide Courses and Programs Requested for Plan Year 2 (2017-2018)

New Judge Orientation (multiple offerings)
Qualifying Ethics Core Course (offered multiple per year)
B.E. Witkin Judicial College
Advanced Judicial College (staffing only)
Primary Assignment Orientation Family Law (Winter, twice in two locations)
Primary Assignment Orientation Juvenile Dependency (Winter, Spring)
Primary Assignment Orientation Juvenile Delinquency (Fall, Winter)
Primary Assignment Orientation Criminal (Fall, Winter, Spring)
Primary Assignment Orientation Civil Limited (Fall)
Primary Assignment Orientation Civil Basic (Winter)
Primary Assignment Orientation Civil Experienced (Spring)
Primary Assignment Orientation Probate (Fall)
Primary Assignment Orientation Traffic (Spring)
Domestic Violence Nuts and Bolts: Human Trafficking (Fall, Spring)
Handling Sexual Assault Cases (Winter)
Ethics & Self Represented Litigants
Part One Felony Sentencing (Fall, Winter)
Part Two Felony Sentencing (Fall, Spring)
Immigration Issues in Domestic Violence
Evidence in Civil and Criminal
Advanced Family Law
Death Penalty Trials (Fall, Winter)
Homicide Trials (Fall, Winter)
Complex Civil Law Workshop
Criminal Law Institute
Probate and Mental Health Institute
Cow County Judges Institute
Domestic Violence Institute
Supervising Judges Institute
Presiding Judges/CEO Institute
Appellate Justices Institute (staffing only)
Appellate Staff Institute (staffing only)
Appellate Judicial Attorneys (staffing only)
Institute for Court Management Program Courses (10 individual courses per year)
Core 40
Advanced Core 40
Core 24
Core Leadership and Training Skills
Court Clerk Training Institute
Trial Court Attorneys Institute

Attachment E List of Appellate Programs

Appellate Justices Orientation
Appellate Justices Institute
2016-17 Appellate Judicial Attorneys Institute
2017-18 Appellate Judicial Attorneys Institute
2016 CCTI/Court Clerk Training
2017 CCTI/Court Clerk Training
2016-2017 California Appellate
2017-18 Appellate Staff
2016-17 Qualifying Ethics 6 Core Course
2017-18 Qualifying Ethics 6 Core Course
CEQA Overview
Americans with Disabilities Act (ADA)
Everything You've Always Wanted to Know About Habeas Corpus and Writs
Leadership Training
Mobile Devices
Outlook Training
Reporter of Decisions
Appellate Process – different approaches # 1 of 4
Appellate Process – different approaches # 2 of 4
Appellate Process – different approaches # 3 of 4
Access for Elders
2017-18 Socio-economic Access: Big Picture
2016-17 Substantive Law Updates and Emerging issues #1 Of 2
2016-17 Substantive Law Updates and Emerging issues #1 Of 2
2017-18 Substantive Law Updates and Emerging issues #2 of 4
2017-18 Substantive Law Updates and Emerging issues #3 of 4
2017-18 Substantive Law Updates and Emerging issues #4 of 4
Trial Court Appellate Division Best Practices

Attachment F

Primary Assignment Orientations (PAO) and Experienced Assignment Courses (EAC)

2016-2017

Sept 2016 PAO Sacramento	Nov 2016 EAC San Francisco	Jan 2017 PAO San Francisco	Feb 2017 PAO Sacramento	March 2017 EAC Sacramento	June 2017 PAO/EAC	EAC (Month TBD) So CAL
Civil Law Limited	Felony Sentencing Part One	Civil Law Basic	Family Law	Part One Felony Sentencing	Part Two Felony Sentencing	Civil Complex Workshop
Criminal Law	Felony Sentencing Part Two	Criminal Law	Juvenile Delinquency	Death Penalty Trials	Civil Law Experienced	
Ethics & Self Rep Litigants	Death Penalty Trials	Family Law	Advanced Probate	Handling Sexual Assault Cases	Criminal Law	
	Homicide Trials	Juvenile Dependency			Juvenile Dependency	
Handling Sexual Assault Cases	Evidence: Combined Civil and Criminal	Probate	Immigration Issues in Domestic Violence	Evidence: Combined Civil and Criminal	Handling Elder Abuse Issues	
DV: Trafficking	Juvenile Delinquency			Homicide Trials	Traffic	

2017-2018

Sept 2017 PAO Sacramento	Nov 2017 EAC San Francisco	Jan 2018 PAO San Francisco	Feb 2018 PAO Sacramento	March 2018 EAC Sacramento	June 2018 PAO/EAC	SO CAL EAC (Month TBD)
Civil Law Limited	Felony Sentencing Part One	Civil Law Basic	CEQA Overview	Felony Sentencing Part One	Felony Sentencing Part Two	Advanced Family
Criminal Law	Felony Sentencing Part Two	Criminal Law	Family Law	Evidence: Combined Civil and Criminal	Civil Law Experienced	Civil Complex Workshop
Ethics & Self Rep Litigants	Death Penalty Trials	Family Law	Juvenile Delinquency	Handling Sexual Assault Cases	Criminal Law	
DV: Trafficking	Evidence: Combined Civil and Criminal	Juvenile Dependency		Death Penalty Trials	DV: Trafficking	
	Homicide Trials	Probate		Homicide Trials	Juvenile Dependency	
	DV: Immigration Issues in Domestic Violence				Traffic	
	Juvenile Delinquency					

2016-2018 Education Plan
Cost Benefit Analysis Form – Appellate Practice Curriculum Committee

Curriculum Committees determine what content should be addressed in a two-year plan, prioritize that content, and also make recommendations about the appropriate way to deliver the content. Curriculum Committee members have knowledge about the variety of delivery methods available to CJER. Committee members should carefully consider the cost and benefit of choosing a high cost delivery method (items 1-5 on the Relative Cost Summary Chart) and work with CJER staff, using this form, to document their rationale for doing so for review by the CJER Governing Committee.

Note: Use this form only when proposing use of delivery methods that have a high cost element (Items 1-5 on the Relative Cost Summary Chart: Education Delivery Methods)

CONTENT AREA AND PROGRAM OR PRODUCT	DELIVERY METHOD SELECTED	CURRICULUM COMMITTEE COST BENEFIT ANALYSIS	STAFF NOTES	GOVERNING COMMITTEE NOTES AND DECISION
Appellate Justices Institute	Statewide, two-day educational program over 3 calendar days meeting at a hotel meeting facility offered every 18 months. (very high cost)	This is the only live venue with a variety of courses planned by the committee to keep justices up to date on recent developments in law and procedure, and where justices from across the state can network to discuss and share their views. The Curriculum Committee believes it is important to continue to provide this opportunity for face-to-face education for justices. An 18-month cycle is recommended rather than an annual cycle to save costs and increase the	Always well attended and positive evaluations. Evaluations consistently say “live is best.” Cannot get the faculty interaction and follow up from other delivery methods. Participants also find invaluable the discussion regarding different court	

		networking benefit as more justices will likely attend because of built-up demand.	practices. Funded by Appellate Court Services office.	
New Appellate Justices Orientation	Statewide, 1/2 day meeting offered as needed (high cost)	Content is essential for every justice in the state starting on the Court of Appeal. The Curriculum Committee believes this Orientation should be delivered as a live, face-to-face program due to active participant-faculty interaction and the opportunity for new justices to make connections with their colleagues.	Funded by Appellate Court Services office.	
Appellate Judicial Attorneys Institute	Statewide, two-day educational program over 3 calendar days at a hotel meeting facility offered every 12 months. (very high cost)	This is the only live venue with a variety of courses planned by the committee to keep judicial attorneys up to date on recent developments in law and procedure, and where attorneys from across the state can network to discuss and share their views. The Curriculum Committee believes it is important to continue to provide this opportunity for face-to-face education for attorneys. A 12-month cycle is recommended because of the size of the audience (over 400) so that 1/2 can be accommodated each year, and every attorney will have an opportunity to attend a live event during each 2-year education cycle.	Always well attended and positive evaluations. Evaluations consistently say “live is best.” Cannot get the faculty interaction and follow up from other delivery methods. Participants also find invaluable the discussion regarding different court practices. Funded by Appellate Court Services office.	

2016-2018 Education Plan

Cost Benefit Analysis Form – Trial and Appellate Court Operations Curriculum Committee

Curriculum Committees determine what content should be addressed in a two-year plan, prioritize that content, and also make recommendations about the appropriate way to deliver the content. Curriculum Committee members have knowledge about the variety of delivery methods available to CJER. Committee members should carefully consider the cost and benefit of choosing a high cost delivery method (items 1-5 on the Relative Cost Summary Chart) and work with CJER staff, using this form, to document their rationale for doing so for review by the CJER Governing Committee.

CONTENT AREA AND PROGRAM OR PRODUCT	DELIVERY METHOD SELECTED	CURRICULUM COMMITTEE COST BENEFIT ANALYSIS	LIAISON AND STAFF NOTES	GOVERNING COMMITTEE NOTES AND DECISION
The Court Clerk Training Institute (CCTI)	Statewide program which offers 6, five-day courses once a year . (Attendance is usually 140 – 160 each year.)	The Curriculum Committee believes that this content should be delivered as a live, face-to-face program. The committee agreed that it is important for court staff to attend CCTI because of the benefit of interacting and networking with court employees from other counties and taking new ideas and techniques back with them to their courts. Several committee members stated that the instruction and materials provided are very high quality and a valuable tool for providing employees with a big picture of what individual departments are trying to accomplish. They also mentioned that even though CCTI cannot provide local court	Consistently high attendance and positive evaluations. We have received feedback from court managers and supervisors outside of the committee indicating to us how important they see CCTI courses in developing their staff. Courts also highly value access to the	

CONTENT AREA AND PROGRAM OR PRODUCT	DELIVERY METHOD SELECTED	CURRICULUM COMMITTEE COST BENEFIT ANALYSIS	LIAISON AND STAFF NOTES	GOVERNING COMMITTEE NOTES AND DECISION
		<p>procedures and practices, they find that employees come back to work with enthusiasm and often teach new techniques and concepts to their teams.</p> <p>The committee recognizes that this delivery method is a higher cost than other delivery options but believes that the cost is justified by the need.</p>	<p>CCTI procedure manuals. For each of the 6 courses offered, the CCTI manual is updated and posted on CJER Online as resource available to all court staff.</p>	
17-18 Appellate Staff Institute	3 day live This conference is held every other year in the spring.	<p>It is for appellate court staff. The Institute provides plenary and breakout sessions on various topics related to appellate court process. This is essential education because the other education CJER develops for court staff is predominantly trial court staff and the educational needs of appellate court staff are quite different than the needs of trial court staff.</p> <p>Needs COSO funding. Recommendation: Offer once in the spring of 2018.</p>		

**2016-2018 Education Plan
Cost Benefit Analysis – Civil Law Curriculum Committee**

Curriculum Committees determine what content should be addressed in a two-year plan, prioritize that content, and also make recommendations about the appropriate way to deliver the content. Curriculum Committee members have knowledge about the variety of delivery methods available to CJER. Committee members should carefully consider the cost and benefit of choosing a high cost delivery method (items 1-5 on the Relative Cost Summary Chart) and work with CJER staff, using this form, to document their rationale for doing so for review by the CJER Governing Committee.

CONTENT AREA AND PROGRAM OR PRODUCT	DELIVERY METHOD SELECTED	CURRICULUM COMMITTEE COST BENEFIT ANALYSIS	STAFF NOTES	GOVERNING COMMITTEE NOTES AND DECISION
Civil Law Institute	Statewide, 3 day meeting at a hotel meeting facility offered every other year. (very high cost)	This is the only live venue with a variety of courses planned by the committee to keep judges and SJOs up to date on civil law and procedure, and where judges and SJOs from across the state can network to discuss and share their views. The Curriculum Committee believes it is crucial to continue to provide this opportunity for face-to-face education for judges of all stripes.	Always well attended and positive evaluations.	
Civil Law Basic Orientation (PAO course)	Statewide, 4.5 day meeting at a government	Content is necessary for every judge and SJO in the state starting or returning to a civil law assignment, as	Evaluations consistently say “live is best” for intensive,	

CONTENT AREA AND PROGRAM OR PRODUCT	DELIVERY METHOD SELECTED	CURRICULUM COMMITTEE COST BENEFIT ANALYSIS	STAFF NOTES	GOVERNING COMMITTEE NOTES AND DECISION
	facility offered once a year. (high cost)	set forth in CRC 10.462(c)(1)(B) and (4). The Curriculum Committee believes the Civil Law Basic Orientation should be delivered as a live, face-to-face program due to the necessity for active participant-faculty interaction and sharing of court practices across the state.	week-long programs. Cannot get the faculty interaction and follow up from other delivery methods. Participants also find invaluable the discussion regarding different court practices.	
Orientation for Experienced Civil Law Judges (PAO course)	Statewide, 3 day meeting at a government facility or court meeting facility offered once a year. (high cost)	Refresher course for judges and SJOs across the state returning to a civil law practice after more than 2 years in another assignment as expected or required by CRC 10.462(c)(4). The Curriculum Committee believes this orientation should be delivered as a live, face-to-face program due to the necessity for active participant-faculty interaction and sharing of court practices across the state.	This course was developed for judges returning to a civil law assignment because the basic orientation was “too basic” not only for judges returning to a civil law assignment after more than 2 years, but for judges who had been civil litigators for a lengthy period of time prior to becoming judges.	
Limited Jurisdiction, Small Claims &	Statewide, 3 day meeting at a government	Content is necessary for every judge and SJO in the state starting or returning to an assignment that	The Committee recommends the creations of a	

CONTENT AREA AND PROGRAM OR PRODUCT	DELIVERY METHOD SELECTED	CURRICULUM COMMITTEE COST BENEFIT ANALYSIS	STAFF NOTES	GOVERNING COMMITTEE NOTES AND DECISION
Unlawful Detainer Orientation (PAO course)	facility or court meeting facility offered once a year. (high cost)	handles limited jurisdiction, small claims or unlawful detainer cases, as set forth in CRC 10.462(c)(1)(B) and (4). The Curriculum Committee believes this orientation should be delivered as a live, face-to-face program due to the necessity for active participant-faculty interaction and sharing of court practices across the state.	workgroup to evaluate whether these topics should continue to be offered as a set 3 day course or broken into separate courses by subject matter.	
Evidence in Civil & Criminal Cases	Statewide, 3 day meeting offered 3 times a year at a government facility or court meeting facility. (high cost)	Content is necessary for every judge in the state, not just as a one-time course, but also as a refresher course. The number of offerings of this course was cut from 3 to 2 in the 2012-2014 Education Plan. This course continues to be highly popular, and the Committee believes that it should continue to be delivered as a live, face-to-face program due to active participant-faculty interaction and sharing of court practices across the state.	Maximum number of participants for this class is 25, but classes are full to over-enrolled each time this course has been offered. Class should be offered at least once in Southern California so participants from Southern California would not have to travel to Northern California to take this course.	
Complex Civil Litigation Workshop	Statewide 1 day meeting offered annually at a	In 2015, this workshop's enrollment was open to judges from across the state and increased from	Before 2015, this workshop was funded separately by the	

CONTENT AREA AND PROGRAM OR PRODUCT	DELIVERY METHOD SELECTED	CURRICULUM COMMITTEE COST BENEFIT ANALYSIS	STAFF NOTES	GOVERNING COMMITTEE NOTES AND DECISION
	government facility or court meeting facility. (moderate cost)	approximately 17-18 to 30 participants. The Committee sought to broaden participation while preserving the unique nature of this workshop (i.e., a facilitated discussion amongst peers on evolving areas of civil law and complex civil case management/administration). The Committee feels that live, face-to-face interaction is necessary to facilitate this discussion.	Complex Civil Litigation Pilot Program. In 2015, this program was discontinued. As a result, this workshop was open to enrollment to courts beyond those participating in the original program. In 2015, enrollment was high and many judges were waitlisted. We anticipate that there will be continued to be a high level of interest in this forum.	
CEQA Overview	Statewide 2 day meeting offered every other year at a government facility or court facility. (high cost)	Public Resource Code §21167.1(b) requires certain counties (population over 200,000) to designate judges to develop expertise concerning CEQA matters. This content is best offered live due to the complex subject matter where there can be active participant-faculty interaction.	This program is open to trial and appellate court attorneys as well as to judges and justices. It is always well attended, with excellent participant evaluations.	
CEQA Benchguide	New Benchguide (high cost)	In light of the CEQA Overview being offered only biannually, the Curriculum Committee proposed	A benchguide will provide “just-in-time” resources for judges,	

CONTENT AREA AND PROGRAM OR PRODUCT	DELIVERY METHOD SELECTED	CURRICULUM COMMITTEE COST BENEFIT ANALYSIS	STAFF NOTES	GOVERNING COMMITTEE NOTES AND DECISION
		<p>modifying the course materials to create a new CEQA Benchguide as part of the 2014-2016 Education Plan. That process is ongoing. The costs associated with this conversion are primarily staffing resources (i.e., salary) for time spent editing, updating, and cite-checking the course materials. The second phase of conversion – judicial and research attorney review – will likely carry over into the 2016-2018 Education Plan.</p>	<p>justices and attorneys when they are dealing with a complex CEQA issue. It is an additional resource that complements the existing course.</p>	

2016-2018 Education Plan
Cost Benefit Analysis Form – Criminal Law Curriculum Committee

Curriculum Committees determine what content should be addressed in a two-year plan, prioritize that content, and also make recommendations about the appropriate way to deliver the content. Curriculum Committee members have knowledge about the variety of delivery methods available to CJER. Committee members should carefully consider the cost and benefit of choosing a high cost delivery method (items 1-5 on the Relative Cost Summary Chart) and work with CJER staff, using this form, to document their rationale for doing so for review by the CJER Governing Committee.

CONTENT AREA AND PROGRAM OR PRODUCT	DELIVERY METHOD SELECTED	CURRICULUM COMMITTEE COST BENEFIT ANALYSIS	STAFF NOTES	GOVERNING COMMITTEE NOTES AND DECISION
Criminal Law Institute	Live	<p>This is a critical statewide event for judges experienced in criminal law to remain current. This program enables them to meet from across the state and discuss and share their views. Live interaction with each other and faculty is critical to the effective learning and content retention.</p> <p>As the law is always changing, this program is absolutely necessary. The institute has covered topics such as Realignment, Three Strikes reform, Marsy’s Law, lethality in domestic violence cases, advanced</p>	<p>This program, in particular, is always very well attended and evaluated: 2007—100; 2009—101; 2012—79; 2014—107.</p>	

CONTENT AREA AND PROGRAM OR PRODUCT	DELIVERY METHOD SELECTED	CURRICULUM COMMITTEE COST BENEFIT ANALYSIS	STAFF NOTES	GOVERNING COMMITTEE NOTES AND DECISION
		evidence and discovery issues, the mentally ill defendant, immigration issues in criminal courts, self-represented litigants, and juror misconduct, as well as other vital topics regarding changes in the law that judges face on a daily basis. This is the only program of its type for non-beginner judges as the Criminal PAO is now only admitting judges new to a criminal assignment.		
Criminal Primary Assignment Orientation	Live	This program is required under Rule of Court 10.462(c)(1)(B) and expected under (4). Judges new to a criminal assignment need this education to be live so that they may have personal interaction with the faculty and other participants. It has been shown that collaboration and group learning speeds the process of achieving learning goals which is particularly important when faced with this mass of material.		
Traffic Primary Assignment Orientation	Live	In addition to being required education for judges and commissioners new to a traffic assignment, this education is important in order for these often		

CONTENT AREA AND PROGRAM OR PRODUCT	DELIVERY METHOD SELECTED	CURRICULUM COMMITTEE COST BENEFIT ANALYSIS	STAFF NOTES	GOVERNING COMMITTEE NOTES AND DECISION
		new judicial officers to be successful. Traffic court is where the criminal justice system interacts most often with the general public.		
<p>EAC courses</p> <p>Fundamentals of Felony Sentencing</p> <p>Homicide Trials</p> <p>Death Penalty Trials</p> <p>Handling Sexual Assault Cases</p>	Live	<p>The Experienced Assignment Courses are for veteran judges both new and returning to a criminal assignment and who sit in more advanced assignments. Because of the highly complex nature of these topics, live classes are essential to ensure that judges in these assignments can have active participant-faculty interaction so that they more effectively learn and retain the material.</p> <p>The Death Penalty Trials course is unique whose Socratic design requires that it remain small. As per the Rule of Court 10.469(d), any judge who hears death penalty cases “should” take this course and should retake it every two years.</p> <p>Especially for the sentencing courses, the ability to ask questions, work through hypotheticals, and</p>	Attendance (max 30): 2009—23, 2010—21, 2011—12, 17, 2012—14, 24; 2013—50; 2014—29 (one iteration cancelled due to staffing shortage); 2015—31, (max 25) 31 (including 6 APJs; 11 waitlisted)	

CONTENT AREA AND PROGRAM OR PRODUCT	DELIVERY METHOD SELECTED	CURRICULUM COMMITTEE COST BENEFIT ANALYSIS	STAFF NOTES	GOVERNING COMMITTEE NOTES AND DECISION
		collaborate with others is essential for the participants to learn from their mistakes and gain a deeper understanding of this complex material.		

2016-2018 Education Plan
Cost Benefit Analysis Form –Family Law Curriculum Committee

Curriculum Committees determine what content should be addressed in a two-year plan, prioritize that content, and also make recommendations about the appropriate way to deliver the content. Curriculum Committee members have knowledge about the variety of delivery methods available to CJER. Committee members should carefully consider the cost and benefit of choosing a high cost delivery method (items 1-5 on the Relative Cost Summary Chart) and work with CJER staff, using this form, to document their rationale for doing so for review by the CJER Governing Committee.

CONTENT AREA AND PROGRAM OR PRODUCT	DELIVERY METHOD SELECTED	CURRICULUM COMMITTEE COST BENEFIT ANALYSIS	STAFF NOTES	GOVERNING COMMITTEE NOTES AND DECISION
Family Law Institute	Live, multi-day program	There is no substitute for live programs. They provide for maximum interactivity both with regard to content and peer communication. The reduction from one Institute per year to one every other year was unfortunate. No Institute would essentially put an end to the invaluable opportunity to learn from and exchange ideas and best practices with peers throughout the state.	Staff agrees with the committee. The alternatives presented – regional trainings and webinars – would not meet the needs expressed by the committee.	
Family Law Primary Assignment Orientation	Live multi day	This program is required under Rule of Court 10.462(c) and expected under (4). Judges new to a family assignment need this education to be live so that they may have personal		

CONTENT AREA AND PROGRAM OR PRODUCT	DELIVERY METHOD SELECTED	CURRICULUM COMMITTEE COST BENEFIT ANALYSIS	STAFF NOTES	GOVERNING COMMITTEE NOTES AND DECISION
		interaction with the faculty and other participants. It has been shown that collaboration and group learning speeds the process of achieving learning goals which is particularly important when faced with this mass of material.		

2016-2018 Education Plan
Cost Benefit Analysis Form – Judicial Branch Leadership and Development Curriculum Committee

Curriculum Committees determine what content should be addressed in a two-year plan, prioritize that content, and also make recommendations about the appropriate way to deliver the content. Curriculum Committee members have knowledge about the variety of delivery methods available to CJER. Committee members should carefully consider the cost and benefit of choosing a high cost delivery method (items 1-5 on the Relative Cost Summary Chart) and work with CJER staff, using this form, to document their rationale for doing so for review by the CJER Governing Committee.

CONTENT AREA AND PROGRAM OR PRODUCT	DELIVERY METHOD SELECTED	CURRICULUM COMMITTEE COST BENEFIT ANALYSIS	LIAISON AND STAFF NOTES	GOVERNING COMMITTEE NOTES AND DECISION
PJ/CEO Institute	Live 3 day program (proposed)	This has been an annual 2 day program for years. The committee is recommending it be increased to 3 days. This recommendation is based on increased numbers attending the training who are in need of leadership education. There has also been a higher rate of turnover contributing to this need. With increasing numbers attending, more time is needed to allow for a learning environment that is highly interactive and engaging of participants. Live programs are the best delivery option when participants need to interact with the content and with each other. Live programs also	2015 attendance increased significantly. The feedback has been overwhelming positive that this program is best delivered live.	

CONTENT AREA AND PROGRAM OR PRODUCT	DELIVERY METHOD SELECTED	CURRICULUM COMMITTEE COST BENEFIT ANALYSIS	LIAISON AND STAFF NOTES	GOVERNING COMMITTEE NOTES AND DECISION
		<p>allow participants to share their experiences, which benefits everyone and allows for immediate feedback from faculty and other participants. Top executives often struggle with limited support. This live program is crucial in building connections for ongoing support and learning from other colleagues. This training also provides required education for PJs and CEOs pursuant to California Rules of Court. This live program also provides a focused learning environment without distractions. This live multi day training also allows faculty the flexibility to adapt to unanticipated needs and real life challenges.</p>		
Supervising Judges Institute	Live 2.5 day program (proposed)	<p>This has been an annual 2 day in person program and while more time is preferred, for now it is most important to keep this program as a face to face training. Live programs are the best delivery option when participants need to interact with the content and with each other. Live programs also allow participants to share their experiences, which</p>	<p>The feedback regarding delivery of this program live has been consistently positive.</p>	

CONTENT AREA AND PROGRAM OR PRODUCT	DELIVERY METHOD SELECTED	CURRICULUM COMMITTEE COST BENEFIT ANALYSIS	LIAISON AND STAFF NOTES	GOVERNING COMMITTEE NOTES AND DECISION
		<p>benefits everyone and allows for immediate feedback from faculty and other participants. This training also provides required education for Supervising Judges pursuant to California Rules of Court. This live program also provides a focused learning environment without workplace distractions that would be likely to occur if this training was offered via webinar or broadcast. This live multi day training also allows faculty the flexibility to adapt to unanticipated needs and real life challenges.</p>		
<p>2017 California Appellate Management Institute</p>	<p>3 Day Live This conference is held every other year in the spring</p>	<p>It is for appellate court managers and supervisors and is the only statewide program offered for this audience. The Institute provides plenary and breakout sessions on various topics related to appellate court leadership and is essential for this audience's professional development.</p> <p>Will be funded by COSO</p>		

2016-2018 Education Plan
Cost Benefit Analysis Form –Juvenile Law Curriculum Committee

Curriculum Committees determine what content should be addressed in a two-year plan, prioritize that content, and also make recommendations about the appropriate way to deliver the content. Curriculum Committee members have knowledge about the variety of delivery methods available to CJER. Committee members should carefully consider the cost and benefit of choosing a high cost delivery method (items 1-5 on the Relative Cost Summary Chart) and work with CJER staff, using this form, to document their rationale for doing so for review by the CJER Governing Committee.

CONTENT AREA AND PROGRAM OR PRODUCT	DELIVERY METHOD SELECTED	CURRICULUM COMMITTEE COST BENEFIT ANALYSIS	STAFF NOTES	GOVERNING COMMITTEE NOTES AND DECISION
Juvenile Law Institute	Live, multi-day program	There is no substitute for live programs. They provide for maximum interactivity both with regard to content and peer communication. The reduction from one Institute per year to one every other year was unfortunate. If the Institute was eliminated, it would essentially put an end to the invaluable opportunity to learn from and exchange ideas and best practices with peers throughout the state.	Staff agrees with the committee. The alternatives presented – regional trainings and webinars – would not meet the needs expressed by the committee.	
Dependency Primary Assignment Orientation and Delinquency	Live	These programs are required under Rule of Court 10.462(c) and expected under (4). Judges new to a dependency or delinquency assignment need this education to be		

CONTENT AREA AND PROGRAM OR PRODUCT	DELIVERY METHOD SELECTED	CURRICULUM COMMITTEE COST BENEFIT ANALYSIS	STAFF NOTES	GOVERNING COMMITTEE NOTES AND DECISION
Primary Assignment Orientation		live so that they may have personal interaction with the faculty and other participants. It has been shown that collaboration and group learning speeds the process of achieving learning goals which is particularly important when faced with this mass of material.		

2016-2018 Education Plan
Cost Benefit Analysis Form – Probate Law Curriculum Committee

Curriculum Committees determine what content should be addressed in a two-year plan, prioritize that content, and also make recommendations about the appropriate way to deliver the content. Curriculum Committee members have knowledge about the variety of delivery methods available to CJER. Committee members should carefully consider the cost and benefit of choosing a high cost delivery method (items 1-5 on the Relative Cost Summary Chart) and work with CJER staff, using this form, to document their rationale for doing so for review by the CJER Governing Committee.

CONTENT AREA AND PROGRAM OR PRODUCT	DELIVERY METHOD SELECTED	CURRICULUM COMMITTEE COST BENEFIT ANALYSIS	STAFF NOTES	GOVERNING COMMITTEE NOTES AND DECISION
Probate and Mental Health Institute	Statewide, two-day meeting offered every year.	The committee feels that the regional and local programming model does not work well for this audience due to its smaller audience size as compared to other assignments. Also, it has been a challenge to recruit sufficient faculty for the many regional programs which had been scheduled. Therefore, it is being put forth to have a bi-annual institute, and in the years there is no institute, to have an Advanced Issues in Probate and Mental Health program, for a limited audience of 40 experienced judges and SJOs.	Always well attended and positive evaluations.	

CONTENT AREA AND PROGRAM OR PRODUCT	DELIVERY METHOD SELECTED	CURRICULUM COMMITTEE COST BENEFIT ANALYSIS	STAFF NOTES	GOVERNING COMMITTEE NOTES AND DECISION
		<p>The Institute and the Advanced Issues program take primacy in this committee's recommendations, with regional programming requested if those two programs are not approved.</p>	<p>The Advanced Issues program was offered on site in 2014, had maximum enrollment with a waitlist, and was held at the Judicial Council in Sacramento to save costs and to reduce the number of participants. For example, probate attorneys and examiners have been invited and that could be curtailed somewhat to reduce the overall size of the event.</p>	
Advanced Issues in Probate and Mental Health	Live, Onsite Statewide 2 day program, offered in the year that there is no institute	<p>See above.</p> <p>Probate is uniquely in need of face-to-face education because:</p> <ul style="list-style-type: none"> • depth of knowledge is required immediately, across 4–5 disparate and usually unfamiliar case types: probate, trusts and estates, conservatorship, guardianship, and mental health; 	<p>Experienced judges face a real lack of resources, relative to other assignment areas, while they are subject to conservatorship and guardianship requirements under CRC 10.468, unlike almost any other assignment area.</p>	

CONTENT AREA AND PROGRAM OR PRODUCT	DELIVERY METHOD SELECTED	CURRICULUM COMMITTEE COST BENEFIT ANALYSIS	STAFF NOTES	GOVERNING COMMITTEE NOTES AND DECISION
		<ul style="list-style-type: none"> • there are so few probate judges in the same county, even in large counties, that opportunities to communicate with probate colleagues are exceedingly rare or <i>usually nonexistent</i>; • the cost of error is high, while there are many areas of judicial discretion, because (1) the probate assignment involves protective proceedings where the cost of error is children and elders' well being, and (2) probate is predominantly code driven (very little case law, relatively), so it is crucial to consider and be aware of best practices, and best and most appropriate use of judicial discretion, through live interaction; • probate proceedings are not informed by the adversarial process in many cases, because most proceedings are petition based, so judges do not have the benefit of opposing parties arguing the merits of each position; and • the case load is increasing, vis-à-vis the past statistics and other assignments, due to demographics, 		

CONTENT AREA AND PROGRAM OR PRODUCT	DELIVERY METHOD SELECTED	CURRICULUM COMMITTEE COST BENEFIT ANALYSIS	STAFF NOTES	GOVERNING COMMITTEE NOTES AND DECISION
		<p>the increasing numbers of elders, and the vast influx of unaccompanied minors hitting California especially hard, as the legislature has recognized.</p> <p>If a 2-day program is not approved, as structured in 2014 (half day, full day, half day), this committee recommends a 2-day program with only one overnight.</p>		
Probate Law Primary Assignment Orientation (PAO)	Statewide, 4.5 day meeting once offered once a year.	The program, like the other PAO courses, is required under CRC 10.462(c)(1)(B) and expected under (4). The course needs to be offered live because the audience, judges new to probate, need that interaction with both the faculty and each other.	<p>*Probate is one of the only assignment areas with specific content-based education requirements and expectations under CRC 10.468 and 10.478, which this institute fulfills.</p> <p>Evaluations consistently say “live is best” for intensive, week-long programs. Cannot get the faculty interaction and follow up from other delivery</p>	

CONTENT AREA AND PROGRAM OR PRODUCT	DELIVERY METHOD SELECTED	CURRICULUM COMMITTEE COST BENEFIT ANALYSIS	STAFF NOTES	GOVERNING COMMITTEE NOTES AND DECISION
			<p>methods. Participants also find invaluable the discussion regarding different court practices.</p> <p>This assignment area, or really these assignment areas, are very technical, driven by the Code and by experience as to best practices, and cannot be learned by reading cases (since there are few).</p>	

2016-2018 Education Plan
Cost Benefit Analysis Form – CJER Governing Committee

Curriculum Committees determine what content should be addressed in a two-year plan, prioritize that content, and also make recommendations about the appropriate way to deliver the content. Curriculum Committee members have knowledge about the variety of delivery methods available to CJER. Committee members should carefully consider the cost and benefit of choosing a high cost delivery method (items 1-5 on the Relative Cost Summary Chart) and work with CJER staff, using this form, to document their rationale for doing so for review by the CJER Governing Committee.

CONTENT AREA AND PROGRAM OR PRODUCT	DELIVERY METHOD SELECTED	CURRICULUM COMMITTEE COST BENEFIT ANALYSIS	STAFF NOTES	GOVERNING COMMITTEE NOTES AND DECISION
Judicial College	Live two week program	Required education under CRC 10.462 for new judges		
New Judge Orientation	Multiple live one week programs	Required education under CRC 10.462 for new judges		

CONTENT AREA AND PROGRAM OR PRODUCT	DELIVERY METHOD SELECTED	CURRICULUM COMMITTEE COST BENEFIT ANALYSIS	STAFF NOTES	GOVERNING COMMITTEE NOTES AND DECISION
Trial Court Attorney Institute	Live two day program	Trial court attorneys are the only state employed attorneys who are still required to maintain MCLE from the California State Bar. This program enables them to fulfill this mandatory licensing protocol.		
Cow County Institute	Live two day program	This is the only statewide program specifically designed for rural judges who have the broadest judicial assignments in the state. It is unrealistic for them to be required to attend all of the assignment specific education programs which they otherwise would have to in order to remain current with their multi subject area bench assignments.		

CONTENT AREA AND PROGRAM OR PRODUCT	DELIVERY METHOD SELECTED	CURRICULUM COMMITTEE COST BENEFIT ANALYSIS	STAFF NOTES	GOVERNING COMMITTEE NOTES AND DECISION
Advanced Judicial College	Live multi day program	This program is the only one CJER can offer for experienced judges on a statewide level.	There is no funding for an Advanced Judicial College. This is a pilot program and justices and judges who want to attend will need to cover their lodging expenses. Meal costs may be covered, or passed on to participants as a registration fee.	

JOB AID: Relative Costs of Education Delivery Methods

According to “Developing the Judicial Branch Education Plan: Objectives, Roles and Responsibilities,” approved by the CJER Governing Committee in November 2009, the primary role and responsibility of the Curriculum Committee is to develop a two-year education plan for its respective curriculum area, in partnership with CJER staff, for approval by the Governing Committee. Curriculum Committees determine what content should be addressed in a two-year plan, prioritize that content, and also make recommendations about the appropriate way to deliver the content. Curriculum Committee members have knowledge about the variety of delivery methods available to CJER. This job aid provides information about the relative cost of the various delivery methods so that committee members can weigh the costs and benefits of particular delivery methods and make informed decisions about which delivery method is the most effective, cost-effective and appropriate to use. Committee members should carefully consider the cost and benefit of choosing a high cost delivery method (items 1-5 on the attached summary), and work with CJER staff to document their rationale for doing so for review by the CJER Governing Committee.

Below are summaries of the primary methods of providing education, a chart of relative costs, and a set of individual charts that provide greater detail about the costs associated with each of the delivery methods.

Live, face-to-face education programs can involve the highest number of cost elements to the courts and the Judicial Council and some forms of this delivery method incur the highest aggregate costs among the various options available. They range in format from half-day local courses to multi-day programs held at a conference or hotel venue.

Distance Education (Satellite Broadcast) typically entails very little direct cost beyond faculty travel and meals unless video production is required (for development of vignettes or interviews of subject matter experts shown during the broadcast). In that case, standard direct costs such as staff and faculty travel and lodging are incurred and indirect staff time costs are significantly increased. The other standard cost is satellite broadcast transmission, which costs approximately \$1,000 per hour. There are also annual costs associated with maintenance and repair and occasional installation charges for downlinks in new facilities.

Distance Education (Online Video) costs vary depending on the complexity of production. Only the *video simulations*, which entail the creation of vignettes, require a great deal of faculty and staff time and various direct costs. *Video lectures* from live programs incur direct costs for staff travel to record at a program and staff time to edit the videos, but they leverage faculty in a cost effective fashion. *Videos* created in the studio typically incur only costs for faculty travel and staff time.

Distance Education (Videoconference) typically entails very little direct cost beyond faculty travel and meals. There may be some indirect costs for faculty and staff preparation depending upon the complexity of the faculty and participant materials that must be developed and the technical challenges incorporating multiple sites. Because the signal is transmitted over the Judicial Council and Appellate Court computer network, it is reliable and does not entail any transmission costs. There are some annual costs associated with equipment maintenance and repair.

Distance Education (Webinars) typically entails very little direct cost beyond faculty travel and meals. There are some indirect costs for faculty and staff preparation depending upon the complexity of the faculty and participant materials that must be developed. There are some annual costs associated with the software and some associated telecommunication charges.

Distance Education (Online Courses) involves preparation from staff writers and faculty reviewers similar to CJER publications. They require a greater level of instructional design than publications and the added element of media production staff to create the web pages and their various elements. They vary significantly in length and complexity and the indirect cost of CJER staff time varies proportionately.

Publications currently provided by CJER are available in print or online. The bench books and handbooks are the only publications remaining solely in print form, and most of the costs for printing are funded by legal publisher partners. The primary costs are indirect, and are associated with the staff that write and edit the publications and the faculty time to review that work. The largest publication product, the Civil Bench Book series, is written by contractors and funded almost entirely from grant money. CJER's bench guides are provided only online. As with online course development, publications vary in length and complexity and the staff time required varies proportionately.

Direct cost factors and how they are funded:

- Faculty Lodging and Meals (Trial Court Improvement and Modernization Fund or IMF)
- Faculty Travel (IMF)
- Contract faculty and contract publications writers (IMF, other Special Fund money or Grant Funding)
- Participant Lodging and Meals (IMF)
- Meeting room rental costs (IMF)
- Satellite broadcast transmission time (IMF)
- Participant Travel (Individual Court)

- CJER Staff Lodging, Meals, and travel (CJER General Funds)

Relative Cost Summary Chart: Education Delivery Methods

	Delivery type	Delivery Method Category	Direct Cost	Indirect Cost	Cost relative to other delivery methods
1	<ul style="list-style-type: none"> Statewide events Two or more days Hotel meeting facility 	Live, face to face education	Very High	High	Very High
2	<ul style="list-style-type: none"> Bench Books (new and updates) 	Publications and resources	High	High	High
3	<ul style="list-style-type: none"> Statewide events Two or more days Council Meeting Facility 	Live, face to face education	High	High	High
4	<ul style="list-style-type: none"> Unique online courses on complex subjects 	Online courses	Low	High	Medium
5	<ul style="list-style-type: none"> Bench Guides (new and updates) 	Publications and resources	Low	High	Medium
6	<ul style="list-style-type: none"> Complex broadcast program 	Satellite broadcast	Medium	Medium	Medium
7	<ul style="list-style-type: none"> Regional events One day or less Council or court meeting facility Offered in more than one region 	Live, face to face education	Medium	Medium	Medium
8	<ul style="list-style-type: none"> Video simulations online 	Online video	Medium	Medium	Medium
9	<ul style="list-style-type: none"> Video lectures from live programs online 	Online video	Medium	Medium	Medium
10	<ul style="list-style-type: none"> 10-minute Mentor 	Online video	Low	Medium	Low
11	<ul style="list-style-type: none"> Simple broadcast 	Satellite broadcast	Low	Medium	Low
12	<ul style="list-style-type: none"> Bench Tool and staff job aids 	Publications and resources	Low	Medium	Low
13	<ul style="list-style-type: none"> Online judicial articles 	Online courses	Low	Medium	Low
14	<ul style="list-style-type: none"> Encore broadcasts (reruns) 	Satellite broadcast	Low	Low	Low
15	<ul style="list-style-type: none"> Video lectures (Produced in the CJER studio) 	Online video	Low	Low	Low
16	<ul style="list-style-type: none"> Local court location One day or less Court meeting facility 	Live, face to face education	Low	Low	Low
17	<ul style="list-style-type: none"> Videoconferences (1-3 hours) 	Videoconferences	Very Low	Low	Very Low
18	<ul style="list-style-type: none"> Webinars (1-2 hours) 	Webinars	Very Low	Low	Very Low

Definitions of Relative Cost Categories

	Direct Costs	Indirect Costs
Very High	<p>High participant food and beverage costs at off-site venues, high participant and staff travel costs at programs such as the Judicial College (\$100,000-330,000) and Judicial Institutes (\$45,000-\$75,000).</p> <p>Ranges from \$45K – 400K per event or product</p>	<ul style="list-style-type: none"> • Multiple days of faculty time in preparation and teaching • Multiple days of participant time away from court • Large number of staff required • Large amount of staff time required (including site contracts)
High	<p>Reduced costs of participant food and beverage, and reduced staff travel costs due to holding a program at a Council or court location; for example, the Winter Primary Assignment Orientations, which typically includes 5-6 different courses (\$75,000). Also, the Civil Law Bench Book (\$100,000/year).</p> <p>Ranges from \$45K – \$100K per event or product</p>	<ul style="list-style-type: none"> • Multiple days of faculty time in preparation and teaching • Multiple days of participant time away from court • Large number of staff required • Moderate amount of staff time required (including site contracts)
Medium	<p>Few direct costs, usually faculty travel and lodging, and/or CJER staff travel; for example, regional courses, complex video products.</p> <p>Less than \$5,000 per event or product</p>	<ul style="list-style-type: none"> • Two days or less of faculty time away from court • Two days or less of participant time away from court • Some appreciable staff time for content development, production and delivery logistics
Low	<p>Few direct costs, usually faculty travel and lodging; for example, local courses at courts, or distance education such as bench tools and simple broadcasts.</p> <p>Less than \$2,500 per event or product</p>	<ul style="list-style-type: none"> • One day or less of faculty time away from court • One day or less of participant time away from court • Small amount of staff time content development • Small amount of staff time for production or delivery logistics
Very Low	<p>Very few or no direct costs; for example, webinars or videoconferences.</p> <p>Less than \$1,000 per event or product</p>	<ul style="list-style-type: none"> • No staff time for content development, production, or delivery logistics

Live, Face-to-Face Education

Primary forms of live, face-to-face education	Primary cost factors, designated as High (H), Medium (M) or Low (L) Cost	Example	Cost relative to other delivery methods
Statewide multi-day program with multiple courses held at a hotel conference facility	<p><i>Direct Costs</i></p> <ul style="list-style-type: none"> • Faculty lodging & meals (H) • Faculty travel (H) • Participant lodging (H) • Participant meals (H) • Participant travel (H) • CJER staff lodging & meals (H) • CJER staff travel (H) <p><i>Indirect Costs</i></p> <ul style="list-style-type: none"> • Faculty & Participant time away from court (H) • CJER staff time* (H) 	<i>Juvenile Law Institute</i>	Very High
Statewide multi-day program with multiple courses held at a Council meeting facility	<p><i>Direct Costs</i></p> <ul style="list-style-type: none"> • Faculty lodging & meals (H) • Faculty travel (H) • Participant lodging (H) • Participant meals (L) • Participant travel (H) • CJER staff lodging & meals (H) • CJER staff travel (H) <p><i>Indirect Costs</i></p> <ul style="list-style-type: none"> • Faculty & Participant time away from court (H) • CJER staff time* (H) 	<p><i>Primary Assignment Orientation Program</i></p> <p><i>Civil & Criminal Evidence Course</i></p>	High
Regional program of one day or less held at a Council or court facility	<p><i>Direct Costs</i></p> <ul style="list-style-type: none"> • Faculty lodging & meals (H) • Faculty travel (H) 	<p><i>Parole revocation hearings</i></p> <p><i>Hot topics in Decedents</i></p>	Medium

and offered in more than one region	<ul style="list-style-type: none"> • Participant lodging (L) • Participant meals (L) • Participant travel (L) • CJER staff lodging & meals (H) • CJER staff travel (H) <p><i>Indirect Costs</i></p> <ul style="list-style-type: none"> • Faculty time away from court (M) • Participant time away from court (L) • CJER staff time* (H) 	<i>Estates & Trusts</i>	
Local program of one-day or less held in a court facility	<p><i>Direct Costs</i></p> <ul style="list-style-type: none"> • Faculty lodging & meals (H) • Faculty travel (H) • Participant lodging (None) • Participant meals (L) • Participant travel (None) • CJER staff lodging & meals (None) • CJER staff travel (None) <p><i>Indirect Costs</i></p> <ul style="list-style-type: none"> • Faculty time away from court (M) • Participant time away from court (L) • CJER staff time* (L) 	<i>Local training catalog courses</i>	Low

* CJER staff typically involved in the development of live face-to-face education may include the following classifications: Attorney or education specialist, education coordinator(s), meeting planner (RFPs & contracts), registration coordinator, secretary, 1–3 AV technicians, copy editor, and other staff performing minor support functions. Depending on the complexity, length and size of the event, staff on site typically include: Attorney or education specialist responsible for the content area, education coordinator, hotel meeting planner, (one day), registration coordinator (one day), AV Technicians 1–7 days.

Distance Education: Satellite Broadcasts

Primary forms of broadcasts	Primary cost factors, designated as High (H), Medium (M) or Low (L) Cost	Example	Cost relative to other delivery methods
Complex Broadcast: Complex subject Matter and/or using video vignettes or other pre-broadcast video production combined with lecture and panel discussion	<p><i>Direct Costs</i></p> <ul style="list-style-type: none"> • Faculty lodging & meals (M) • Faculty travel (M) • Participant lodging (None) • Participant meals (None) • Participant travel (None) • CJER staff lodging & meals (L) • CJER staff travel (L) • Broadcast transmission time <p><i>Indirect Costs</i></p> <ul style="list-style-type: none"> • Faculty time away from court (M) • Participant time away from court (L) • CJER staff time* (H) 	<i>Continuing the Dialog broadcast: Implicit Bias</i>	Medium
Simple broadcast: Single subject and/or Live Panel Discussion	<p><i>Direct Costs</i></p> <ul style="list-style-type: none"> • Faculty lodging & meals (L) • Faculty travel (L) • Participant lodging (None) • Participant meals (None) • Participant travel (None) • CJER staff lodging & meals (None) • CJER staff travel (None) • Broadcast transmission time <p><i>Indirect Costs</i></p> <ul style="list-style-type: none"> • Faculty time away from court (M) • Participant time away from court (L) • CJER staff time* (L) 	<i>Small Claims Processing for court staff</i>	Low

<p>Encore broadcasts (reruns)</p>	<p><i>Direct Costs</i></p> <ul style="list-style-type: none"> • Faculty lodging & meals (None) • Faculty travel (None) • Participant lodging (None) • Participant meals (None) • Participant travel (None) • CJER staff lodging & meals (None) • CJER staff travel (None) • Broadcast transmission time <p><i>Indirect Costs</i></p> <ul style="list-style-type: none"> • Faculty time away from court (None) • Participant time away from court (L) • CJER staff time* (L) 	<p><i>Court staff broadcasts: Customer Services</i></p>	<p>Low</p>
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* CJER staff typically involved in the development of broadcast education may include the following classifications: Attorney or education specialist, media production specialist, copy editor, education coordinator, web developer, 1–5 AV/Video technicians, and other staff performing minor support functions.

Distance Education: Online Videos

Primary forms of online video education	Primary cost factors, designated as High (H), Medium (M) or Low (L) Cost	Example	Cost relative to other delivery methods
Video simulations	<p><i>Direct Costs</i></p> <ul style="list-style-type: none"> • Faculty lodging & meals (M) • Faculty travel (M) • Participant lodging (None) • Participant meals (None) • Participant travel (None) • CJER staff lodging & meals (L) • CJER staff travel (M) <p><i>Indirect Costs</i></p> <ul style="list-style-type: none"> • Faculty time away from court (M) • Participant time away from court (L) • CJER staff time* (H) 	<i>Continuing the Dialog broadcast: Implicit Bias</i>	Medium
Video lectures from live programs	<p><i>Direct Costs</i></p> <ul style="list-style-type: none"> • Faculty lodging & meals (None additional) • Faculty travel (None additional) • Participant lodging (None) • Participant meals (None) • Participant travel (None) • CJER staff lodging & meals (M) • CJER staff travel (H) <p><i>Indirect Costs</i></p> <ul style="list-style-type: none"> • Faculty time away from court (None additional) • Participant time away from court (L) • CJER staff time* (M) 	<i>Appellate Judicial Attorneys Institute Lectures</i>	Medium

10-minute mentor	<p><i>Direct Costs</i></p> <ul style="list-style-type: none"> • Faculty lodging & meals (L) • Faculty travel (L) • Participant lodging (None) • Participant meals (None) • Participant travel (None) • CJER staff lodging & meals (None) • CJER staff travel (None) <p><i>Indirect Costs</i></p> <ul style="list-style-type: none"> • Faculty time away from court (M) • Participant time away from court (L) • CJER staff time* (H) 	<i>Expedited Jury Trials</i>	Low
Video Lectures (Produced in the CJER Studio)	<p><i>Direct Costs</i></p> <ul style="list-style-type: none"> • Faculty lodging & meals (L) • Faculty travel (L) • Participant lodging (None) • Participant meals (None) • Participant travel (None) • CJER staff lodging & meals (None) • CJER staff travel (None) <p><i>Indirect Costs</i></p> <ul style="list-style-type: none"> • Faculty time away from court (M) • Participant time away from court (L) • CJER staff time* (L) 	<i>Hearing DV Cases: Avoiding Pitfalls</i>	Low

* CJER staff typically involved in the development of online videos may include the following classifications: Attorney or education specialist, media production specialist, copy editor, web developer/analyst, education coordinator, registration coordinator, secretary, 1–3 AV technicians, video editor, and other staff performing minor support functions.

Distance Education: Online Courses

Primary forms of Online education	Primary cost factors, designated as High (H), Medium (M) or Low (L) Cost	Example	Cost relative to other delivery methods
Unique Online Courses on complex subjects that take from 1- 6 hours to complete	<p><i>Direct Costs</i></p> <ul style="list-style-type: none"> • Faculty lodging & meals (None) • Faculty travel (None) • Participant lodging (None) • Participant meals (None) • Participant travel (None) • CJER staff lodging & meals (None) • CJER staff travel (None) <p><i>Indirect Costs</i></p> <ul style="list-style-type: none"> • Faculty time away from court (reviewing and writing) (M-L) • Participant time away from court while taking the course (L) • CJER staff time *(H) 	<p><i>Juvenile Dependency Hearings;</i></p> <p><i>Preliminary Hearings Primer</i></p>	Medium

* CJER staff typically involved in the development of self-paced online courses may include the following classifications: Attorney or education specialist, copy editor, media production specialist, web developer/analyst, education coordinator, AV/Video Technicians and other staff performing minor support functions.

Education Publications & Resources

Primary forms of education publications	Primary cost factors, designated as High (H), Medium (M) or Low (L) Cost	Example	Cost relative to other delivery methods
Bench Books and Handbooks (new writing and ongoing updates)	<p><i>Direct Costs</i></p> <ul style="list-style-type: none"> • Faculty lodging & meals (None) • Faculty travel (None) • Participant lodging (None) • Participant meals (None) • Participant travel (None) • CJER staff lodging & meals (None) • CJER staff travel (None) <p><i>Indirect Costs</i></p> <ul style="list-style-type: none"> • Faculty time away from court (M-L) • Participant time away from court (L) • CJER staff time)* (H) 	<p><i>Civil Proceedings Bench Book</i></p> <p><i>Mandatory Jury Instructions</i></p> <p><i>Small Claims</i></p>	High
Bench Guides & Bench Handbooks, new practice and job aids (new writing and ongoing updates)	<p><i>Direct Costs</i></p> <ul style="list-style-type: none"> • Faculty lodging & meals (None) • Faculty travel (None) • Participant lodging (None) • Participant meals (None) • Participant travel (None) • CJER staff lodging & meals (None) • CJER staff travel (None) <p><i>Indirect Costs</i></p> <ul style="list-style-type: none"> • Faculty time away from court (M-L) • Participant time away from court (L) • CJER staff time)* (H) 	<p><i>Right to Counsel Issues</i></p> <p><i>DUI Proceedings</i></p>	Medium

<ul style="list-style-type: none"> • Bench Tools • Job aid resources available online • Development and updating 	<p><i>Direct Costs</i></p> <ul style="list-style-type: none"> • Faculty lodging & meals (None) • Faculty travel (None) • Participant lodging (None) • Participant meals (None) • Participant travel (None) • CJER staff lodging & meals (None) • CJER staff travel (None) <p><i>Indirect Costs</i></p> <ul style="list-style-type: none"> • Faculty time away from court (L) • Participant time away from court (None) • CJER staff time* (L) 	<p><i>Case initiation in Probate;</i></p> <p><i>Confidentiality and sealing records</i></p>	<p>Low</p>
<ul style="list-style-type: none"> • Online Judicial Articles 	<p><i>Direct Costs</i></p> <ul style="list-style-type: none"> • Faculty lodging & meals (None) • Faculty travel (None) • Participant lodging (None) • Participant meals (None) • Participant travel (None) • CJER staff lodging & meals (None) • CJER staff travel (None) <p><i>Indirect Costs</i></p> <ul style="list-style-type: none"> • Faculty time away from court (None) • Participant time away from court (None) • CJER staff time* (L) 	<p><i>Introduction to California Land Use Law</i></p>	<p>Low</p>

* CJER staff typically involved in the development of education publications and resources may include the following classifications: Attorney or education specialist, copy editor, other staff performing minor support functions. When writing is performed by grant-funded consultants (Civil Proceedings Bench Book), those costs are considered direct costs.

Distance Education: Videoconferences

Primary form of videoconferencing education	Primary cost factors, designated as High (H), Medium (M) or Low (L) Cost	Example	Cost relative to other delivery methods
1-3 hour program held at 2-4 Judicial Council or appellate court sites and occasionally including a trial court site	<p><i>Direct Costs</i></p> <ul style="list-style-type: none"> • Faculty lodging & meals (M) • Faculty travel (M) • Participant lodging (None) • Participant meals (None) • Participant travel (None) • CJER staff lodging & meals (L) • CJER staff travel (L) <p><i>Indirect Costs</i></p> <ul style="list-style-type: none"> • Faculty time away from court (M) • Participant time away from court (L) • CJER staff time* (M) 	<p><i>Appellate Court Staff</i></p> <p><i>Appellate Justices Qualifying Ethics</i></p>	Very Low

* CJER staff typically involved in the development of educational videoconferences may include the following classifications: Attorney or education specialist, education coordinator, registration coordinator, secretary, AV Systems Technical Analyst, 1–2 AV technicians, and other staff performing minor support functions

Distance Education: Webinars

Primary form of webinar education	Primary cost factors, designated as High (H), Medium (M) or Low (L) Cost	Example	Cost relative to other delivery methods
1-2 hours Webinars	<p><i>Direct Costs</i></p> <ul style="list-style-type: none"> • Faculty lodging & meals (L) • Faculty travel (L) • Participant lodging (None) • Participant meals (None) • Participant travel (None) • CJER staff lodging & meals (None) • CJER staff travel (None) • Broadcast transmission time <p><i>Indirect Costs</i></p> <ul style="list-style-type: none"> • Faculty time away from court (M) • Participant time away from court (L) • CJER staff time* (M) 	<i>Current Issues in Criminal Law</i>	Very Low

* CJER staff typically involved in the development of educational webinars may include the following classifications: Attorney or education specialist, education coordinator, administrative secretary, AV technician, and other staff performing minor support functions.