DATA COLLECTION AND DISSEMINATION POLICY

SECTION ON CLINICAL EDUCATION
ASSOCIATION OF AMERICAN LAW SCHOOLS
[Reprinted from the December, 1994 Section Newsletter]

I. General

The Section on Clinical Education shall collect, maintain and disseminate information in order to further the mission of the Section.

II. Data Collection

A. Mandatory data collection

The Section on Clinical Education shall request from each member and shall maintain, where available, the following data regarding each member of the Section:

1. Last name
2. First name
3. Middle name
4. Title
5. Name of law school
6. Name of university
7. Mailing address
8. Office telephone number
9. Fax telephone number
10. Internet address
11. Whether the clinician is the overall director of clinical programs at the law school.
12. Whether the clinician is a member of the Clinical Legal Education Association (CLEA)
13. Year graduated from law school
14. Year of full-time teaching
15. Years of part-time teaching
16. Subject matter of up to three clinics in which the clinician teaches and the nature of these clinics (i.e., in-house, externship, simulation)
17. Subject matter of up to two non-clinic courses taught by the clinician
18. Employment status (i.e., tenured, tenure-track, clinical tenured, clinical tenure-track, short-term contract, long-term contract)
19. Whether the clinical is working full-time or part-time and the percentage if part-time
20. Whether the clinician is funded through hard or soft money and the percentages (if mixed funding)
21. Race/Ethnicity
22. Gender
23. Membership in Section committees

**B. Optional data collection**

The Section on Clinical Education may request and maintain additional data regarding members of the Section. The collection of such data shall be requested by a committee of the Section or by a caucus of Section members and must be approved by the Executive Committee of the Section. Such data may include:

1. Salary of the clinician and related information
2. Whether the clinician wishes to be notified of activities approved by the Caucus of Clinicians of Color
3. Whether the clinician wishes to be notified of activities approved by the Caucus of Lesbian/Gay/Bisexual Clinicians
4. Whether the clinician wishes to be notified of activities approved by the Caucus of Women Clinicians

**III. Confidentiality**

**A. Non-disclosure**

Salary information, tenure status, race/ethnicity and gender information maintained by the Section shall not be released in any format that would permit identification of individual members of the Section.

**B. Limited disclosure**

Participation in the Caucuses of Clinicians of Color, Lesbian/Gay/Bisexual Clinicians, Women Clinicians or similar groups may not be released in any member-identifiable format except to that group.

**IV. Data Dissemination**

**A. Regular dissemination**

The Section shall maintain and shall periodically disseminate reports containing the following information:

1. Current membership in the Section
2. Clinical offerings by law school
3. Clinical offerings by subject matter
4. Internet addresses for Section members
5. Mailing labels for Section-related activities
B. **Permissive Dissemination**

1. The Section may disseminate reports containing the following information:
   
a. Mailing labels for the Clinical Legal Education Association and for other non-profit organization with missions compatible with those of the Section. Any questions regarding mission compatibility shall be resolved by the Executive Committee of the Section or by a subcommittee designated by the Executive Committee. The costs for such labels shall not be borne by the Section.
   
b. Salary, gender and race/ethnicity data in any format that does not permit identification of individual members of the Section.

2. Copies of the Clinical Section membership data base may be provided in electronic or diskette format to the Clinical Legal Education Association or to the Association of American Law Schools. However, such data base information shall not include information regarding salary, gender, race/ethnicity or caucus participation.

C. **Directory**

At intervals directed by the Executive Committee, a directory shall be produced for distribution to members of the Section. Such directory shall include:

1. Listings of the Section Committees and their chairs;
2. Listings of the Caucus coordinators;
3. Listings of the various subject matter clinics, the clinicians teaching in such clinics and their telephone numbers;
4. Listings of the various clinics by schools, the clinicians teaching in such clinics and their telephone numbers; and
5. Listings of clinicians by their internet addresses and telephone numbers.

D. **Prohibited dissemination**

In addition to the provisions governing confidentiality described above, the Section shall not make mailing labels or other information available to any for-profit organization.