

Angelina College
Technology & Workforce Division
LGLA 1119, LEGAL ETHICS
SPRING 2018 – WEDNESDAYS, 1:30- 2:20

I. BASIC COURSE INFORMATION:

A. Course Description:

LGLA 1119– One (1) hour credit. This course provides an overview of the ethical and legal responsibilities and duties that a member of the legal profession owes to the public, the court, clients, and other professional colleagues.

B. Intended Audience:

Freshman or Sophomore level course.

C. Instructor:

Name: Dawn Armstrong, J.D.

Office Location: Room 150 – Technology & Workforce Building – Angelina College, Lufkin

Office Hours: see posting on office door

Phone: 936-633-5329 (instructor's office) or 936-633-5246 (division office), or **936-676-2899** (Cell, texting is preferred)

E-mail Address: darmstrong@angelina.edu

II. INTENDED STUDENT OUTCOMES:

A. Core Objectives:

1. **Critical Thinking Skills** – to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information.
2. **Communication Skills** – to include effective development, interpretation and expression of ideas through written, oral, and visual communication.
3. **Personal Responsibility** – to include the ability to connect choices, actions, and consequences to ethical decision-making.

B. Learning Outcomes

1. The students will demonstrate an understanding of the rules of ethics in legal contexts, particularly in regards to paralegals.
2. The students will demonstrate an understanding of the American Bar Association's Model Rules of Professional Conduct.
3. The students will have a working knowledge of the Texas Disciplinary Rules of Professional Conduct, and be able to apply the Texas Rules to specific case scenarios.

III. ASSESSMENT MEASURES

A. Assessments for the Core Objectives

1. **Critical Thinking:** Students will engage in assigned readings and will be presented with oral and visual lecture content. The student will be able to demonstrate the ability to think creatively, to innovate, inquire, analyze, evaluate and synthesize information. Students will correctly answer embedded exam questions testing their knowledge, interpretation, and synthesis of comparative theories, current

research, and social issues. Outcome will be assessed using a rubric which incorporates the Angelina College Institutional Rubric for Critical Thinking Skills.

2. Communication: Students will do a project based on the book To Kill a Mockingbird. Students will present their project to the class as a whole via an oral presentation. Communication skills will be assessed using a rubric which incorporates the Angelina College Institutional Rubric for Communication Skills.

3. Personal Responsibility: Students will be required to make choices in the completion of course written assignments and/or exams that demonstrate their ability to connect choices and actions, engage in ethical decision-making, and understand its consequences. A rubric will be used to assess personal responsibility as demonstrated through embedded questions on standardized exams.

B. Assessments for Course Learning Outcomes

Readings, video presentations, and lectures will be used to address various ethical situations that arise in the area of practicing law. These topics include things such as integrity, confidentiality, competence, fair fees, free legal services, loyalty to clients, and working to improve the legal system.

These topics will be discussed and analyzed in their entirety. ALL POWERPOINT LECTURES WILL BE PUT ON BLACKBOARD, AND IT IS THE STUDENT'S RESPONSIBILITY TO PRINT IT OFF AND BRING TO CLASS.

Students will demonstrate their understanding through group discussions, questioning (Socratic), and successful completion of major exams. Additionally students will be assigned a project based on the classic book To Kill a Mockingbird, and report their findings to the class as a whole. Assessment of this project will be graded using the Angelina College Institutional Rubric for Communication Skills.

C. Aztec

Aztec is an interactive computer software system that trains students on many different aspects of entering the workforce. There are four areas taught by Aztec which include Communication Skills, Pre-Employment Skills, Self Management, and Working with Others. Each of these have various sub-parts as well. The first two areas are covered in Interviewing and Investigation, which is a class taught in the fall semester. The second two areas, **Self Management** and **Working with Others**, are taught during this class. As the semester progresses, you will be given a User Name and Password for Aztec, and will have to complete all subparts of **Self Management and Working with Others**. It is not difficult and will give you some useful information, but may take some time. If you complete all requirements, you will get five points added to your final exam grade. If you do not complete ALL PARTS, you will give 5 points subtracted from your final exam grade.

IV. INSTRUCTIONAL PROCEDURES:

Methodologies that may be utilized in presenting course content will include a combination of lectures, small group exercises, written and oral presentations, videos, guest speakers, field-trips, reading assignments, and major exams. Internet research as well as Lexis research may be required for this course at various times. All criminal justice courses whether online or in-person will have an online Blackboard feature that allows students to access power-point presentations, assignments, the course syllabi and other relevant information.

V. COURSE REQUIREMENTS AND POLICIES:

A. Required Textbook(s) and Recommended Readings, Materials and Equipment:

Required Textbook:

1. Top 10 Rules of Ethics for Paralegals, Second Edition
Deborah K. Orlik, Cengage Learning

B. Course Policies:

Academic Assistance:

If you have a disability (as cited in Section 504 of the Rehabilitation Act of 1973 or Title II of the Americans with Disabilities Act of 1990) that may affect your participation in this class, you should see Maria Lopez or Steve Hudman in room 200 of the Student Center. At a postsecondary institution, you must self-identify as a person with a disability; Ms. Lopez and Mr. Hudman will assist you with the necessary information to do so. To report any complaints of discrimination related to disability, you should contact Mr. Steve Hudman, Dean of Student Affairs, in Room 101 of the Student Center. You may also contact Dean Hudman by phone at [\(936\) 633-5292](tel:936-633-5292) or by email shudman@angelina.edu.

C. Attendance:

The official Angelina College attendance policy will be followed. A student will be dropped from class after 3 consecutive absences or 4 cumulative (total) absences.

ADDITIONALLY, 20% OF YOUR FINAL GRADE IS BASED ON ATTENDANCE.

Additional Policies Established by the Individual Instructor:

Student Behavior:

Paralegal is an academic discipline and career choice that requires a high degree of professional character and moral conduct. Students are expected to engage in pro-social, ethical, and legal conduct both on campus and in private life. Additionally college is a time for personal growth and personal responsibility. All students who are going to be successful in Paralegal courses will be required to display observable qualities that display personal responsibility.

Plagiarism and Academic Dishonesty:

Please see the Student Handbook for Angelina College's definition of and policies regarding plagiarism and academic dishonesty. Students engaging in any form of plagiarism or academic dishonesty – which is the unacknowledged use of anyone else's work (published or unpublished) or cheating of any kind, will result in immediate and irrevocable failure of the entire course. Paralegal is not a major or profession for cheaters and such behavior will not be tolerated at Angelina College.

All cell phones must be turned to silent and not looked at during class. If an emergency situation requires you texting or calling, step outside of the class to take care of your business.

Students will properly dispose of all trash in the appropriate receptacle adjacent to the door.

VI. EVALUATION AND GRADING:

A. Grading Criteria:

<u>1. Tests :</u>	<u>Point Value:</u>
a. Exam #1	30%
b. Exam #2	30%
c. Project	20%
d. Attendance	20%

2. Late Assignments or Missed Exams:

No late assignments will be accepted. No questions, no exceptions. Missed exams may be approved for make-up on a case by case basis only if satisfactory documentation is provided. There will be NO MAKE UP for the final exam due to end of semester deadlines. If you miss the final exam for ANY reason, you will receive a zero (0) for a final exam grade.

B. Determination of Grade:

The four exams given throughout the semester will be averaged and will count equally (25% each) toward your final course grade.

Computation of Course Grade:

90-100:	A
80-89:	B
70-79:	C
60-69:	D
0-59:	F

VII. SYLLABUS MODIFICATION:

The instructor may modify the provisions of the syllabus to meet individual class needs by informing the class in advance as to the changes being made. These changes may take place at any time for any reason as determined by the instructor.

IX. COURSE OUTLINE:

SEE COURSE CALENDAR HANDED OUT