

# Residency-in-Practice

Elon Law School  
Winter 2021

Eric M. Fink  
[efink@elon.edu](mailto:efink@elon.edu)  
336-279-9334  
Office Hours: [calendly.com/emfink](https://calendly.com/emfink)

## Course Description

### *Overview*

The Residency-in-Practice course includes both a field experience and a class component. The class component is an integral part of the work for which you earn academic credit. As your faculty supervisor, I will review your writing assignments and meet with you periodically as a group and individually to discuss your field experience and issues related to legal practice. I will also communicate with your site supervisor about your progress in the field placement.

To earn academic credit for work in a law or judicial office, ABA Standards require that you participate in substantial lawyering experiences, receive feedback from your site and faculty supervisors, reflect on your experiences throughout the placement, and engage in self-assessment. The Residency course is designed to meet these requirements.

During your residency, you are bound by the attorney disciplinary rules for the jurisdiction of your field placement, and other rules, guidelines, or policies applicable to your particular practice setting. You are expected to resolve any workplace issues and problems with the attorney or others involved. If you cannot resolve the issue yourself, you should discuss it with me. If necessary, we will involve the Residency Program Director, Professor Conner ([kconner2@elon.edu](mailto:kconner2@elon.edu); 336-279-9311).

### *Learning Goals*

The Residency course is intended to advance these learning goals:

- Integrating substantive learning with practical experience and assimilate knowledge from the study of law to the practice of law.
- Transferring knowledge from study to practice, applying legal doctrines learned in class to a practice setting, and bringing knowledge and skills developed in practice back to the classroom;
- Deepening knowledge of the legal profession and lawyers' professional responsibilities, and enhancing professional development; and
- Increasing the ability to learn from experience, through regular feedback from attorneys, self-evaluation, and reflection on the lessons of practice under faculty guidance.

Each student will also identify individual goals and develop a plan for attaining these goals in the residency.

### *Requirements*

To receive credit for the Residency, you must complete these activities and assignments:

- Field placement hours (based on credit hours for which you have enrolled)
- Weekly time logs
- Assigned readings, journals, & reports
- One hour of professional development with a report and analysis
- Two group meetings with the faculty supervisor
- Two individual conferences with the faculty supervisor
- Mid-term and final evaluations by the site supervisor
- Student self-evaluation

*Note:* If you complete the requisite number of hours early, you may request to end your field placement one week before the end of the term (but no earlier). Your site supervisor and faculty supervisor must both approve this request.

### *Grading*

The course will be graded on a pass/fail basis. The minimum requirements for a passing grade are as follows:

- Completion of required field placement hours;
- Timely submission of all assignments; and
- Professionalism in dealing with your field supervisor, faculty supervisor, clients, and others during the residency.

Due dates are indicated in the Schedule & Assignments section below. If you are unable to meet a due date because of your site supervisor's schedule, you should notify me to receive an extension. Extensions will generally not be granted for other reasons absent extraordinary circumstances.

Exemplary performance in your field placement, writing assignments, and group meetings may earn a High Pass. Failure to meet the course standards (including but not limited to 3 or more late submissions of written assignments) may result in a Low Pass or a Failing grade, depending on the extent of deficiency.

## Schedule & Assignments

*Note: All assignments must be posted on TWEN no later than 11:59 pm on Friday of the week in which they are due. If you encounter problems with TWEN, you may send the assignment to me by email to meet the deadline and then post to TWEN when you are able.*

### Assignments & Meetings Summary

Week No.	End Date	Assignments & Meetings
1	8 January	Learning Goals (Draft)
2	15 January	Learning Goals (Final)
3	22 January	Journal 1; 1st Individual Conference
4	29 January	Journal 2; 1st Group Meeting
5	5 February	Journal 3
6	12 February	Journal 4; Supervisor's Midterm Evaluation
7	19 February	Journal 5
8	26 February	Projects & Assignments Summary; 2nd Individual Conference
9	5 March	Journal 6; 2nd Group Meeting
10	8-12 March	Supervisor's Final Evaluation; Self-Evaluation; Certificate of Completion

- All required forms are available on TWEN
- The individual conferences and group meetings will be on Zoom.
  - You will schedule your individual conferences using the link provided in the weekly schedule.
  - I will schedule the group meetings during the weeks indicated, based on everyone's availability.
- My conferences with your site supervisors will be by telephone.
  - You will consult with your site supervisor regarding their availability and schedule the conference for them using the link provided in the weekly schedule.

### Orientation (January 4)

*Reading (to be completed before orientation)*

- North Carolina Rules of Professional Conduct
  - [bit.ly/2TrnYcg](https://bit.ly/2TrnYcg)
- North Carolina student practice rule
  - [bit.ly/2TmaUot](https://bit.ly/2TmaUot)
- Neil Hamilton, *Roadmap: The Law Student's Guide to Meaningful Employment* (2d ed.), Sections I A-D & III J
  - Available from the ABA: [bit.ly/3zpk6tk](https://bit.ly/3zpk6tk)

### Residency Orientation

8:30 am-Noon

#### Group meeting with faculty supervisor

TIME

### Week 1

#### Reading

- *Roadmap*: Section II, C and D, pages 47-53 and 54.

#### Assignments

- Memoranda of Understanding
- Confidentiality Agreement (if applicable)

- Draft Learning Goals and Plan

## Week 2

### *Assignments*

- Final Learning Goals and Plan
- Time log

### *Individual Conference*

- Schedule first individual conference with faculty supervisor: ([calendly.com/emfink/](https://calendly.com/emfink/))
  - The conference should take place during Week 3 (January 18-22)

## Week 3

### *Assignments*

- Journal 1 (see TWEN for prompt)
- Time log

### *Meeting*

- First individual conference with faculty supervisor

## Week 4

### *Reading*

- Neil Hamilton, *Roadmap*, Sections III C and D (pp. 69-97).

### *Assignments*

- Journal 2 (see TWEN for prompt)
- Time log

### *Meeting*

- First group meeting with faculty supervisor
  - Day and time to be announced.

## Week 5

### *Reading*

- *Learning from Practice*, Chapter 7: Bias in the Legal Profession.

### *Assignments*

- Journal 3 (see TWEN for prompt)
- Time log

### *Midterm Evaluation*

- Give mid-term evaluation form to your site supervisor.
  - The evaluation should be completed and posted to TWEN by the end of Week 6
- Schedule site supervisor's conference with faculty supervisor: ([calendly.com/emfink/](https://calendly.com/emfink/))
  - The conference should take place during Week 6 (February 8-12)

## Week 6

### *Meeting*

- Faculty and site supervisor conference

### *Assignments*

- Journal 4 (see TWEN for prompt)

- Time log
- Site supervisor's mid-term evaluation

## Week 7

### *Assignments*

- Journal 5 (see TWEN for prompt)
- Time log

### *Individual Conference*

- Schedule second individual conference with faculty supervisor: ([calendly.com/emfink/](https://calendly.com/emfink/))
  - The conference should take place during Week 8 (February 22-26).

## Week 8

### *Assignments*

- Summary Report: List of all projects and assignments you have worked on.
  - Do not include any confidential information.
- Time log

### *Meeting*

- Final individual conference with faculty supervisor

## Week 9

### *Meeting*

- Final group meeting with faculty supervisor
  - Day and time to be announced.

### *Assignments*

- Journal 6 (see TWEN for prompt)
- Time log

### *Final Evaluation*

- Give final evaluation form to site supervisor
  - The evaluation should be completed and posted to TWEN by the end of Week 10

## Week 10

### *Assignments*

- Time log
- Site supervisor's final evaluation
- Student self-evaluation
- Certificate of Completion

### *Communication*

- Thank you notes to site supervisor and others who made your residency meaningful