

Course Template

Elon Law School
Spring 2020

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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 weekly journals 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 field supervisor about your progress in the field placement.

In your residency, you are stepping into the role of a lawyer-in-training and a professional in the workplace. To earn academic credit for work in a law or judicial office, in accordance with ABA Standards, you must participate in substantial lawyering experiences, receive feedback from your field and faculty supervisors, reflect on your experiences throughout the placement, and engage in self-assessment. The Residency-in-Practice 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, as well as 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 at the workplace, you should discuss it with me. If necessary, we will involve the Director of Residencies, Professor Katherine E. Holtzinger Conner (kconner2@elon.edu; 336-279-9311).

Learning Goals

The Residency-in-Practice course is intended to advance these common 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.

Course Requirements & Grading

To receive credit for the Residency-in-Practice, you must complete the following activities and assignments:

- Field placement hours (based on credit hours for which you have enrolled)¹
- Assigned readings;
- Time logs, 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;
- Field supervisor and student evaluations;

This 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 with whom you interact during the residency.

Due dates for journals, time logs, and reports are indicated in the Schedule section below. If you are unable to meet an assignment deadline *because of your field 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, written assignments, and group meetings may earn a High Pass. Failure to meet these 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.

Required Material

Textbooks

Neil Hamilton, *Roadmap: The Law Student's Guide to Meaningful Employment* (2d ed.) (ABA 2018).

- You can purchase this book (hardcopy or digital) at a discounted student price from the ABA. bit.ly/32pk6tk

Leah Wortham, et al, *Learning from Practice: A Text for Experiential Legal Education* (3d ed.) (West Academic 2016).

- You can purchase the individual assigned chapters from the publisher using the links provided. The first two required chapters are the same for all students. The third required chapter is based on the practice setting of your residency.

¹Students who complete the requisite number of hours may request to end their residency field placement one week prior to the last day of classes for the term, but no earlier. To do so, you must give prior notice to, and obtain permission from, your site supervisor and faculty supervisor.

Practice Setting	Chapter	Title	Purchase Link
All	Chapter 3	Learning from Supervision	bit.ly/2TuoOnr
All	Chapter 7	Bias in the Legal Profession	bit.ly/3d6MV2H
Private Law Firm	Chapter 14	Learning About Lawyering	bit.ly/2TpvAuZ
Court/Judge	Chapter 19	Judicial Externships	bit.ly/2Ty7CgY
Government Agency	Chapter 22	Public Service Lawyering	bit.ly/39YWwGU

Disciplinary and Student Practice Rules

Read the applicable rules for the jurisdiction of your field placement (available online using the provided links):

Jurisdiction	Disciplinary Rules	Student Practice
North Carolina	bit.ly/2TrnYcg	bit.ly/2TmaUor
District of Columbia	bit.ly/2HUYpYL	bit.ly/2IupHFA
Georgia	bit.ly/2TjvU6	bit.ly/39CNpeP
Tennessee	bit.ly/2wMYsDt	bit.ly/38DTtSO
Texas	bit.ly/39DZLDx	bit.ly/2IBWEzO
U.S. Navy	bit.ly/2TPtEKd	
Virginia	bit.ly/2EGzF4n	bit.ly/335mztt

Schedule

Note: All written 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.

Orientation (March 30)

Reading (to be completed before orientation)

- Attorney disciplinary rules for the jurisdiction of your field placement (see above for links). Pay special attention to the rules on attorneys' responsibilities to clients and confidentiality.
- *Learning from Practice*, Chapter 3 & chapter corresponding to your field placement.
- *Roadmap*, Section I A-D, Section III J

Residency Bootcamp

8:30 am-Noon

Group meeting with faculty supervisor

TIME

Week 1 (March 30-April 3)

Reading

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

Assignments

- Memoranda of Understanding and Confidentiality Agreement (if required by field supervisor)
- Draft Learning Goals and Plan
 - Draft your Learning Goals and Plan in outline form (following the format discussed in orientation), discuss with your site supervisor, and post on TWEN

Week 2 (April 6-10)

Assignments

- Final Learning Goals and Plan.
 - Review field supervisor and faculty supervisor comments on draft, revise accordingly, and post on TWEN
- Time log
- Schedule first individual conference with faculty supervisor (calendly.com/emfink/) during Week 4 (April 20-24).

Week 3 (April 13-17)

Reading

- *Learning from Practice*, Chapter corresponding to your field placement.

Assignments

- Journal Entry: The Placement Organization
 - Describe your placement organization, including the organizational structure, the areas of law covered, the clients served, the types of work attorneys perform, and the typical workflow.
- Time log

Week 4 (April 20-24)

Reading

- *Roadmap*: Section III C and D, page 69-77 and 78-97.

Meeting:

- First individual conference with faculty supervisor

Assignments

- Journal Entry: Supervision & Feedback
 - Using one project or assignment you have completed as an example, discuss how you have sought out supervision and your reaction to/reflection on feedback.
- Time log

Week 5 (April 27-May 1)

Reading

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

Meeting

- First group meeting with faculty supervisor

Assignments

- Journal Entry: Project Analysis
 - Create a bill and project analysis for one project you have worked on. Evaluate yourself and how you would bill a client for this work.
- Time log
- Give your site supervisor a copy of the mid-term evaluation form (to be posted by the end of Week 6) and schedule a meeting to discuss your progress.

Week 6 (May 4-8)

Meeting

- Faculty and site supervisor conference (student may or may not be included)

Assignments

- Journal Entry: Reflection on Placement Experience
 - Have your assignments and responsibilities been consistent with your expectations? How you have grown professionally? What knowledge and skills have you developed and what do you want to develop further during your residency and the remainder of law school?
- Time log
- Site Supervisor mid-term evaluation.

Week 7 (May 11-15)

Assignments

- Journal Entry: Professional Development
 - Attend a one-hour professional development program or activity of your choosing. The one hour can include one unit completed on Procertas. What did you learn? What did you like/dislike?
- Schedule second individual conference with faculty supervisor (calendly.com/emfink/) during Week 9 (May 25-29).
- Time log

Week 8 (May 18-22)

Assignments

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

Week 9 (May 25-29)

Meeting

- Final group meeting with faculty supervisor

Assignments

- Journal Entry: Learning Milestones and Benchmarks
 - Using your Goal Statement as a platform, discuss your goals and compare with learning milestones and benchmarks. Discuss one challenge and one rewarding experience. How do you compare your knowledge and skills before and after your residency? What do you want to continue to improve during your remaining time in law school?
- Time log
- Give your site supervisor a copy of the final evaluation form (to be posted by the end of Week 10).

Week 10 (June 1-5)

Assignments

- Time log
- Site supervisor's final evaluation
- Student evaluation of residency placement
- Certificate of Completion.
- Thank you notes to site supervisor and others who made your residency meaningful.