

MEMORANDUM

To: All Students

From: Dean Gaebler

Date: January 22, 2010

Re: College of Law Policies

During the fall semester, the faculty adopted, revised and clarified several policies. These policies are effective immediately and constitute amendments to the 2009 Student Handbook.

ATTENDANCE

Regular and punctual attendance is required in all classes. Faculty members shall impose sanctions on any student or students who miss more than 20 percent of the classes in any given course. Such sanctions may include – but are not limited to – grade reductions, exclusion from the final exam with an automatic grade of “F,” or withdrawal from the course with a grade of “W.” Individual faculty members may impose more rigorous attendance policies (e.g., students may miss no more than 10 percent of the classes in a course or students may miss no more than one class in a course) and impose appropriate sanctions, provided notice of the more rigorous requirement is given to students in the course syllabus at the beginning of the semester. The Dean’s Office shall ensure that the attendance policies are enforced appropriately.

DIRECTED RESEARCH MAY BE USED TO SATISFY THE SEMINAR WRITING REQUIREMENT

A three credit Directed Research project may satisfy the seminar writing requirement under the following conditions.

- 1) the student must have a minimum 3.0 GPA (current independent study requirement);
- 2) The directed research must be approved by the Associate Dean and the supervising faculty; including approval that it be used to satisfy the seminar writing requirement;
- 3) The project must receive a grade of C or better;

- 4) the faculty and student must have a minimum of four in-person meetings throughout the semester;
- 5) the normal standards of quality and multiple drafts for seminar papers apply, including that the paper or papers “demonstrate a capacity for meaningful legal research and an ability to express such research in written form;”
- 6) a faculty member shall ordinarily be limited to supervising one directed research per semester that can satisfy the seminar writing requirement;
- 7) all students and supervising faculty for which Directed Research is used to satisfy the seminar writing requirement in a given semester shall meet at an arranged time or times in the last month of the semester for oral presentation of the students’ work-in-progress to the other students and the supervising faculty and;
- 8) use of directed study to satisfy the seminar writing requirement must occur in the 4th or 5th semester.

LIMITATION ON ENROLLMENT IN CLINIC COURSES AND EXTERNSHIPS

Students may not enroll in more than one practice experience (clinic course or externship) in any given semester. The Dean’s Office shall ensure that this policy is appropriately enforced.

SKILLS REQUIREMENT

All students commencing law studies at the College of Law in the fall of 2009 or later, must take Law 720 – Introduction to Lawyering Skills. This requirement will replace the current requirement that students take one of several skills courses.

DEFINITION OF PRO BONO SERVICE

For purposes of the College of Law Approved Pro Bono Service Recognition, Pro Bono Service is defined as follows:

- I. Legal or law-related work for the benefit of:
 - a) persons of limited means or underserved populations, or
 - b) charitable, religious, civic, community, governmental and educational organizations in matters that are designed primarily to address the needs of persons of limited means or underserved populations, or

c) individuals, groups or organizations, or governmental units and agencies seeking to secure or protect civil rights, civil liberties or public rights, or

d) charitable, religious, civic, or community organizations in matters in furtherance of their organizational purposes, or

e) educational organizations; or

II. Pro bono service includes only voluntary work which is uncompensated and for which academic credit is not received. Reimbursement of reasonable expenses or receipt of scholarships, stipends or other grants designated for the support of students performing voluntary services shall not be considered compensation.

CONTINUING OBLIGATION TO DISCLOSE INFORMATION

In addition to the above policies, all students are reminded that in order to comply with state bar examiners' character and fitness requirements for admission to the bar, all students attending the College of Law have a continuing obligation to disclose immediately any and all circumstances and events occurring after the date of submission of their application until the date of their graduation which may bear on their character and fitness to join the Bar. This includes, but is not limited to, the four questions listed below that are asked on the College of Law application for admission.

1. Have you ever been subjected to dismissal, suspension, probation, or other disciplinary or academic sanction by any college, university, professional school, or professional association?
2. In a paid or volunteer employment setting, have you ever been accused of misconduct, disciplined, permitted to resign in lieu of discipline or discharge, discharged or permitted or requested, formally or informally, to resign from or terminate employment?
3. Have you ever, including when you were a juvenile, been formally or informally detained, restrained, cited, summoned into court, taken into custody, arrested, accused, convicted, placed on probation, placed on supervision, or forfeited collateral in connection with any offense against the law or an ordinance, or accused of committing a delinquent act?

4. Have you ever been charged with a traffic violation involving felonious conduct or the use of or possession of alcohol or drugs which resulted in time spent in custody, a fine of \$200 or more, or the revocation or suspension of your driver's license?

These disclosures should be made in writing to the Associate Dean for Student Services.