

COURSE SYLLABUS

Course Title:	Legal Ethics and Professional Responsibility	Date submitted:	8/31/2020 (AAC: 20-56)		
Department:	Business				
Curriculum:	Paralegal Studies				
Course Descriptors: Make certain that the course descriptors are consistent with college and Board of Trustees policies, and the current course numbering system.	Course Code: (eg. ACC 101) LGL*103 Course Type: L/D <small>A: Clinical B: Lab D: Distance Learning I: Individual/Independent L: Lecture N: Internship M: Seminar P: Practicum U: Studio X: Combined Lecture/Lab Y: Combined Lecture/ Clinical/Lab Z: Combined Lecture/Studio</small>	Prerequisites:			
	Elective Type: G/LAS/SS <small>AH: Art History E: English FA: Fine Arts FL: Foreign Language G: General HI: History HU: Humanities LAS: Liberal Arts & Sciences M: Math S: Science SS: Social Science</small>	Corequisites: None			
	Credit Hours: 1 Developmental: (yes/no) No Lecture: 1 Clinical: 0 Lab: 0 Studio: 0 Other: 0 TOTAL: 1			Other Requirements:	
	Contact Hours:			None	
	Class Maximum: 35				
	Semesters Offered: Fall/Spring				
	Classroom:			Other Requirements:	
	Classroom:				
	Catalog Course Description:	Introduces students to the paralegal profession and the basic ethical principles which regulate those working in law, placing special emphasis on how the rules affect paralegals. Regulation of attorneys and unauthorized practice of law is discussed with reference to permitted paralegal tasks. Critical issues such as conflicts of interest, confidentiality, competence, and financial matters are emphasized. Students will become familiar with the law affecting lawyers and paralegals, including the American Bar Association Rules of Professional Conduct, and guidelines and codes adopted by bar and paralegal professional organizations.			
	Topical Outline: <small>List course content in outline format.</small>	<ol style="list-style-type: none"> 1. Connecticut Grievance Process 2. Unauthorized Practice of Law 3. Confidentiality, the Attorney-Client Privilege 4. The Work Product doctrine 			

	<ol style="list-style-type: none"> 5. Conflicts of Interest 6. Competence 7. Fee Agreements and Client Funds 8. Professional Issues in Paralegalism 9. Researching Grievance Decisions and Filing Grievance Complaints
<p>Outcomes: Describe measurable skills or knowledge that students should be able to demonstrate as evidence that they have mastered the course content.</p>	<p>Upon successful completion of this course, the student will be able to do the following:</p> <p>Upon successful completion of this course, the student should be able to:</p> <ol style="list-style-type: none"> 1. Describe the major ethical obligations governing the practice of law, including the unauthorized practice of law, confidentiality, conflict of interest, and competence and assess how these obligations should guide the paralegal's conduct in the legal environment; 2. Identify permitted paralegal tasks and recognize activities that may constitute the unauthorized practice of law; • Compare and contrast the ethical duty of confidentiality with the attorney-client privilege and the work product doctrine. Evaluate fact patterns to determine when each of these doctrines applies; • Recognize circumstances that give rise to conflicts of interest; identify attorney and paralegal obligations when conflicts exist, and evaluate how conflicts should be managed; and 3. Demonstrate an understanding of the arguments for and against regulation of paralegals, including the role of paralegals in pro bono work, and assess the relative merits of each position, and develop and present a point of view on this issue.
	<p>PROGRAM: <i>(Numbering reflects Program Outcomes as they appear in the college catalog)</i></p> <ol style="list-style-type: none"> 1. Recognize and describe the proper role of the paralegal in the delivery of legal services to the public and apply the ethical rules that govern the conduct of the legal profession. 2. Demonstrate critical thinking, reasoning and analytical skills; conduct factual and legal research using print and computerized methods; and organize and present information effectively, both orally and in writing. 3. Describe the organization of the American legal system, apply procedural law to litigation and administrative agency law, and demonstrate substantive knowledge of principles of law. 4. Draft and interpret legal documents, including pleadings, deeds, mortgages, probate documents, court forms, business documents, and contracts for review by the supervising attorney. 5. Perform file and case management tasks in accordance with office policy and court procedures, using problem-solving, organizational and computer skills. 6. Recognize opportunities for professional development through continuing education and affiliation with professional organizations.
	<p>GENERAL EDUCATION/TAP OUTCOMES: <i>(Numbering reflects General Education Outcomes as they appear in the college catalog)</i></p> <p>Critical Analysis/ Logical Thinking - Students will be able to organize, interpret, and evaluate evidence and ideas within and across disciplines; draw reasoned inferences and defensible conclusions; and solve problems and make decisions based on analytical processes.</p> <p>Demonstrates: Identifies the issue(s); formulates an argument; explains and analyzes</p>

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	<p>relationships clearly; draws reasonable inferences and conclusions that are logical and defensible; provides support by evaluating credible sources of evidence necessary to justify conclusions.</p> <p>Does Not Demonstrate: Identifies few or no issues; formulates an argument without significant focus; provides an unclear explanation of analysis and relationships; drawing few reasonable inferences and conclusions that are illogical and indefensible; provides little to no support using credible sources of evidence necessary to justify conclusions.</p> <p>Ethical Dimensions - Students will identify ethical principles that guide individual and collective actions and apply those principles to the analysis of contemporary social and political problems.</p> <p>Demonstrates: Identifies and reflects critically on ethical issues presented in classroom instruction or in assigned co-curricular or civic activities and/or professional internships and practica.</p> <p>Does Not Demonstrate: Does not sufficiently identify or reflect critically on ethical issues presented in classroom instruction or in assigned co-curricular or civic activities and/or professional internships and practica.</p>
<p>Evaluation: List how the above outcomes will be assessed.</p>	<p>Assessment will be based on the following criteria:</p> <ol style="list-style-type: none"> 1. Assessments (Test and Quizzes) 2. Written Case Analysis
<p>Instructional Resources: List library (e.g. books, journals, on-line resources), technological (e.g. Smartboard, software), and other resources (e.g. equipment, supplies, facilities) required and desired to teach this course.</p>	<p>Required: None</p> <p>Desired: None</p>
<p>Textbook(s)</p>	<p>Concise Guide to Paralegal Ethics, 5th. Ed., Therese A. Cannon</p>