## COURSE OUTLINE

<table>
<thead>
<tr>
<th>Course Number</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>LEG 255</td>
<td>Legal Ethics</td>
<td>3</td>
</tr>
</tbody>
</table>

**Hours:**
- Lecture/Lab/Other
- 3 Lecture, 0 lab

**Pre-requisite Course**
- LEG 129

**Catalog description:**

Capstone course covering legal ethics rules on professionalism, UPL, confidentiality, client funds, solicitation of cases, competence and case conflicts. Applying CIRAC/IRAC analysis principles, students will research the law and Model Rules and prepare an analysis of legal ethics issues. This is a legal technology enhanced course with a focus on advanced legal research and writing.

**Is course New, Revised, or Modified?** [Modified courses are those which have a new prefix or course number] No

**Revision date:**
- Spring 2020

**Course coordinator:** (Name, telephone number, email address)
- Erin Rybicki, JD, M.Ed.
  (609) 570-3649
  rybickie@mccc.edu

**Supplemental Materials:**

This course uses many legal research resources including:
- American Bar Association:
  [www.americanbar.org](http://www.americanbar.org)
ABA Model Guide for the Utilization of Paralegals: [https://www.americanbar.org/content/dam/aba/administrative/paralegals/ls_prlgs_modelguidelines.authcheckdam.pdf](https://www.americanbar.org/content/dam/aba/administrative/paralegals/ls_prlgs_modelguidelines.authcheckdam.pdf)


Other learning resources: (Describe any other student learning resources that are specific to this course, including any special tutoring or study group support, learning system software, etc.)

N/A

Course Competencies/Goals:

The student will be able to:

<table>
<thead>
<tr>
<th>Course Competency One:</th>
<th>Students can research and apply the rules of legal ethics to practical paralegal scenarios.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course Competency Two:</td>
<td>Students understand the applicable rules of Unauthorized Practice of Law (UPL) and permissible exemptions.</td>
</tr>
<tr>
<td>Course Competency Three:</td>
<td>Students can recognize a case and/or client conflict and can select the appropriate remedies.</td>
</tr>
<tr>
<td>Course Competency Four:</td>
<td>Students can apply the rules of professionalism, legal billing, client fund management, legal advertising, solicitation of new clients and professional competence to realistic law practice scenarios.</td>
</tr>
<tr>
<td>Course Competency Five:</td>
<td>Students can use technology and legal research methods to draft an accurate CIRAC/IRAC memorandum.</td>
</tr>
</tbody>
</table>

Institutional Learning Goals: The following Institutional Learning Goals apply to this course, as noted in the units below.

**Institutional Learning Goal 1.** Written and Oral Communication in English: Students will communicate effectively in both speech and writing.

**Institutional Learning Goal 4.** Technology: Students will use computer systems or other appropriate forms of technology to achieve educational and personal goals.

**Institutional Learning Goal 9.** Ethical Reasoning and Action: Students will understand ethical frameworks, issues, and situations.
Units of study in detail:

Unit I Regulation of the Legal Field
Learning Objectives
The student will be able to...
● Describe the historical evolution of the paralegal profession. (CG 1, Institutional Learning Goals 5)
● Explain the laws and rules governing lawyers. (CG 1, 4, Institutional Learning Goal 9)
● Explain the process of becoming a paralegal. (CG 1, 2, Institutional Learning Goal 9)
● Compare and contrast the various jurisdictions’ approaches regulating paralegals. (CG 1, 2, Institutional Learning Goal 9)
● Describe the Limited License Legal Technicians role, and how this position is affecting the future of law practice. (CG 2, Institutional Learning Goal 9)
● Students understand and apply the NFPA Model Guidelines. (CG 1, Institutional Learning Goal 9)
● Students understand and apply the NALA Model Guidelines. (CG 1, Institutional Learning Goal 9)
● Students understand and apply the ABA Model Guideline for the Utilization of Paralegals. (CG 1, Institutional Learning Goal 9)
● Students understand and apply the ABA Model Rules of Professional Responsibility. (CG 1, Institutional Learning Goal 9)

Unit II Ethical Practices for Law Practice
Learning Objectives
The student will be able to...
● Communicate the general principles of the practice of law and how UPL statutes regulate the practice of law. (CG 2, Institutional Learning Goal 9)
● Research potential UPL violations and accurately determine whether the violation occurred. (CG 2, Institutional Learning Goal 9)
● Recognize and analyze UPL violations. (CG 2, Institutional Learning Goal 9)
● Communicate how UPL can be avoided in practice and in non-employment settings. (CG 2, Institutional Learning Goal 9)
● Explain best practices for paralegal utilization, per the ABA Guide to the Utilization of Paralegals. (CG 2, Institutional Learning Goal 9)
● Prepare a CIRAC/IRAC memo demonstrating a correct analysis of potential UPL violations; apply the correct UPL statutory law to the analysis. (CG 2,5, Institutional Learning Goals 1,9)

Unit III Ethical Practices for Law Practice
Learning Objectives
The student will be able to...
● Communicate and apply the rules of confidentiality in law practice. (CG 4, Institutional Learning Goal 9)
• Recognize a conflict of interest and how it applies to paralegals and lawyers. (CG 3, Institutional Learning Goal 9)
• Determine the correct course of action when a conflict of interest is recognized. (CG 3, Institutional Learning Goal 9)
• Analyze legal advertisements and apply the jurisdiction's rules on advertising. (CG 4, Institutional Learning Goal 9)
• Communicate the rule of legal fees and how this applies to lawyers and paralegals. (CG 4, Institutional Learning Goal 9)
• Communicate and apply the rules of legal case solicitation. (CG 4, Institutional Learning Goal 9)
• Analyze and assess the rules of client funds, and determine how client funds can be handled. (CG 4, Institutional Learning Goal 9)
• Apply the rules and appropriate solutions to special issues in advocacy. (CG 4, Institutional Learning Goal 9)
• Maintain professional competence after graduation, and understand how the rules of professional competence and competent representation of clients apply to paralegals. (CG 4, Institutional Learning Goal 9)
• Apply best practices of professionalism in the legal office, court, and with clients. (CG 4, Institutional Learning Goal 9)

Unit IV Advanced Writing and Research Skills

Learning Objectives
The student will be able to...

• Research and analyze the hypothetical scenarios involving paralegals, lawyers, and judges in the ethics and professionalism scenarios. (CG 3, 4, 5, Institutional Learning Goal 9)
• Communicate and compare the various rules of law regarding legal ethics. (CG 1, 5, Institutional Learning Goal 9)
• Using state government open-access websites, locate the rule of law for UPL in various jurisdictions. (CG 5, Institutional Learning Goal 9)
• Students will create a portfolio of past and current legal writing assignments and prepare the digital portfolio for use after graduation. (CG 5, Institutional Learning Goal 4)

Students with Disabilities
Any student in this class who has special needs because of a disability is entitled to receive accommodations. Eligible students at Mercer County Community College are assured services under the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973. If you believe you are eligible for services, please contact Arlene Stinson, the Director of Academic Support Services. Ms. Stinson’s office is LB221, and she can be reached at (609) 570-3525.
**Academic Integrity**
As per the student handbook, “A student will be guilty of violating academic integrity if he/she (a) knowingly represents the work of others as his/her own, (b) uses or obtains unauthorized assistance in the execution of academic work, or (c) gives fraudulent assistance to another student.” Students should read the Academic Integrity policy in the MCCC Rights and Responsibilities Student Handbook. Academic Dishonesty will result in failure of this course.

**Equal Opportunity Policy**
Mercer County Community College is committed to equal opportunity and affirmative action. Discrimination on the basis of race, creed, color, national origin, ancestry, age, gender, affecional or sexual orientation, marital status, familial status, liability for service in the Armed Forces of the United States, nationality, political views, religion, disability unrelated to job or program requirements or any other characteristic protected by law is prohibited. Questions regarding the equal opportunity policy and compliance statement may be directed to the Affirmative Action Officer, West Windsor Campus, (609) 586-4800, ext. 3270.