Criminal Practice Semester Away
Professor William A. Schroeder

Course Syllabus
Spring 2014

STUDENTS SHOULD HAVE THEIR 711 (ILL) or RULE 13(MO) LAW LICENSES BEFORE THEIR STARTING DATE

Course Objectives: During this class, students will:

1. Improve lawyering skills, including writing, research and legal analysis.
2. Demonstrate professional behavior and general job-related skills, including job knowledge, organization, interpersonal skills, and courtroom skills and etiquette.
3. Reflect on the values and obligations of the legal profession as they apply to the court, to one’s clients and to the public.
4. Learn how the criminal justice system operates and, more specifically, how courts deal with criminal cases.
5. Observe and reflect upon the work of judges and attorneys practicing before the court.

Minimum Course Requirements:

1. Satisfactory completion of the required number of work hours for the credit hours of enrollment.¹
2. Satisfactory completion of all course assignments and requirements, including:
   · Attendance and participation in required class sessions
   · Regular participation in TWEN discussions
   · Student Learning Plan
   · Daily Journal & Bi-Weekly Hours Reports
   · Midterm Performance Review and Midterm Report
   · Final Performance Review, Final Report, Placement Evaluation and Course Evaluation

Course Grade/Evaluation: This course uses an S and U grading system. Students will be assessed by their Field Supervisors and Faculty Supervisor using the Performance Review document posted on the TWEN page. In determining the final course grade, the Faculty Supervisor will give substantial weight to: (1) the student’s ability to meet deadlines in submitting reports; (2) the quality of the student’s journal entries, reports, and contributions to TWEN discussions; (3) the Field Supervisor’s performance review; and (4) the quality of the student’s writing samples (if any).

Contact Information: Professor Schroeder’s office is in Room 258 of the Law School. He can be reached by email at wschroe@law.siu.edu or phone at 618-453-8747. His administrative assistant is Susan Williams, who can be reached at susanw@siu.edu or 618-453-8738.

¹For six credits, two full eight hour work days over the 14 week semester are required; for nine credits, three full eight hour work days over 14 weeks are required.
Explanation of Course Requirements and Assignments

Class Attendance at the Law School

Students must attend the semester away orientation class at the beginning of the semester.

Semester away students are expected to attend the first four classes of the Criminal Procedure Seminar unless other arrangements are made with the professor. They are also expected to attend the last four or five classes (those in which paper presentations are made) unless other arrangements are made with the professor.

TWEN Discussions

Students are required to access the TWEN page at least once a week and take part in any Discussion forum. The professor will initiate some discussion topics, but students are encouraged to post their own questions, comments, or observations for the class to discuss. In posting on the TWEN page students must pay careful attention to their duty of confidentiality. If in doubt, the student should check with the Field Supervisor before posting.

Daily Journals and Bi-Weekly Hours Reports

1. Students will keep a Daily Journal to be posted in the JOURNAL forum on the TWEN page. Journal entries should include a short description of the student’s activities and his or her personal reflections on the event(s). The goal is to demonstrate what the student has learned from the activities by connecting them with the students’ own observations, previous experience, background knowledge, or goals. Thus, the journal should NOT simply describe the activity or observation; the focus of the paper should be on memorializing the student’s thoughts about the lessons or skills learned from his or her own performance, the conduct of others, the substantive legal issues or ethical matters encountered, or their observations of the legal system. Journal entries may be posted on TWEN daily or in a single posting each time the student submits his/her Bi-Weekly Hours Report.

2. Students will keep complete and accurate Bi-Weekly Hours Reports and email them to susanw@siu.edu or fax them by 5 p.m. Monday to 618-453-3317 every other week. Copies of these and other forms are included on the TWEN page in the Forms file. Save a copy to a file before transmitting because emails and faxes can get lost in transit.

3. Observation Hours. When possible, students should try to observe hearings and other court proceedings, and, if possible, a trial from beginning to end. Other observation activities, such as touring correctional facilities, may be approved upon consultation with the Professor. Up to 20% of your time may be spent on observation.
Students are encouraged to use the TWEN discussion page to alert classmates of good observation opportunities, such as an upcoming trial. Observation hours are typically the best TWEN page discussion material, so share your observations with your fellow classmates, paying careful attention, however, to confidentiality issues.

Learning Plan, Performance Reviews and Final Report

1. Students shall meet with their Field Supervisor during the first week of their placement to develop a **Learning Plan**. The Learning Plan shall be signed by the Field Supervisor and submitted with the first Bi-Weekly Hours Report.

2. Upon completing half of the work hours, the student shall meet with the Field Supervisor to complete a **Midterm Performance Review**. The Performance Review and a **Midterm Report** are due the Monday after completing half of the work hours. The student shall then schedule a conference with Professor Schroeder to discuss these midterm assessments.

3. Upon the completion of all of the work hours, the student shall meet with the Field Supervisor to complete a **Final Performance Review**. The Performance Review shall be submitted by the last day of the final exam period, along with the student’s **Final Report, Course Evaluation**, and **Placement Evaluation**.

Other Course Requirements and Assignments:

1. Students must maintain Internet access and an email account for the entire semester. We will send all communications to you via e-mail; therefore, you will need to check your e-mail regularly. Your [law.siu.edu](http://law.siu.edu) e-mail address is the preferred e-mail address for this course. Be sure that your email address on the TWEN page is the same address you are using in your correspondence with Professor Schroeder and his assistant, Susan Williams. If there is a change in your e-mail address, please notify us.

2. Students should obtain permission from their supervisors to send in at least two samples of **writing** that they have done. (Please do not send any writing samples until you have obtained permission to do so.) The length of the writing samples is not important, but the sample should contain primarily work done by you. Motions and memos in cases you have worked on are good samples. The names of the attorneys and the parties can be redacted if you so choose or are asked to do so.

3. All hours and paperwork must be completed and turned in no later than the **last day of final exams**, unless you have made prior arrangements with Professor Schroeder to extend the deadline.