

## *Client Interviewing & Counseling* *Fall 2023*

**Sarah J. Taylor**

Adjunct Professor of Law

**Contact Info:**

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Office hours: By appointment (ask me to arrange)

**Meeting Place & Time:** Wed., 4:30 p.m. to 6:10 p.m., on Zoom (link posted on TWEN)

**Course Description and Learning Objectives:**

This skills-based course will cover theories and techniques used in interviewing and counseling clients, using role plays to illustrate client interviewing and counseling techniques and writing assignments involving documents used in client representation. Skills developed include active listening, effective fact gathering, client goal identification, empathetically relating to clients from diverse backgrounds and experiences, and ethical and responsive decision-making.

We will have guest speakers who will discuss their experiences representing clients, and we will discuss the ethical, professionalism and practical issues that arise when representing clients. There will be midterm and final assignments in which you will conduct recorded interviewing and counseling sessions, receive feedback, and evaluate yourself.

My goal in teaching this course is to help you develop/improve skills so that you can represent your clients in an ethical and effective way. The class is primarily practical in nature, intended to help you think about ways to deal with situations you may encounter as an attorney. I believe you will find that even if you have never had clients, you have developed skills from your work and life experiences that can be transferred to client interviewing and counseling. All of you have these experiences; therefore, all of you have something useful to bring to class discussions and simulations.

**Course Materials:**

Required text: *Lawyers as Counselors: A Client Centered Approach*, 4<sup>th</sup> Ed., by Binder, Bergman, Price, and Tremblay. (Referred to as Binder)

Illinois Rules of Professional Conduct: <https://www.illinoiscourts.gov/rules-law/supreme-court-rules>

Other materials may be shared before or in class or posted on TWEN.

**TWEN (The West Education Network):**

Please register for this course on TWEN before the first week of classes. Basic course information will be posted on D2L, but the syllabus and reading assignments will be posted on TWEN, as well as other information. You will be expected to check TWEN before each class and are responsible for materials posted there.

**Evaluation:**

This is a Satisfactory/Unsatisfactory (pass/fail) course. To receive a passing grade, you must read and be ready to discuss all assigned materials before each class, satisfactorily complete homework assignments, midterm interviewing assignment and final counseling assignment and turn them in on time, and actively participate in class. Although you will not receive a final numerical grade, you will receive points for class participation, homework and midterm and final assignments.

You must receive at least **65%** of the available points to pass.

**Basic points available** (there may be extra credit and/or quizzes):

Class participation:	2 points possible for each class
Weekly assignments:	5 points each (unless otherwise noted)
Midterm Interview:	30 points (15 for interview & 15 for writing portion)
Final Counseling Assignment:	30 points (15 for interview & 15 for writing portion)

Because this class is meant to help you develop practical skills, it will involve participation in discussions and simulations. You will receive constructive feedback from me and your classmates and you will provide feedback to your classmates. Your level of participation (as participant and provider of feedback) and completion of assignments will be significant factors in determining whether you pass this class. Also, you are likely to have a better learning experience if you actively participate.

**Class Attendance:**

Absent extraordinary circumstances, students who miss more than **three (3)** classes will not receive a passing grade. Sometimes students must miss class for Law School activities, such as Moot Court. In the interests of fairness to all students, if you miss class for such an activity, you will receive a regular absence, i.e., these are not “excused” absences. You should plan accordingly when deciding whether to use one of your three absences. It is your responsibility to keep track of your absences. You may check with me during the semester if you are unsure of your accrued absences.

**Schedule of Reading Assignments:**

A schedule of reading assignments will be posted on TWEN. It may be adjusted throughout the course. If so, an updated schedule will be posted, and I will tell you

about it in class. You are expected to read assigned materials before each class.

To receive full credit, written assignments must be turned in on time, typed, grammatically correct, and in compliance with the assignment's requirements. Unless stated otherwise, to be considered "on time," assignments must be emailed to me at the email address above before class to receive credit, regardless of whether you attend that class or not. Each assignment is worth **five (5) points** unless stated otherwise.

There will also be a midterm audio-recorded interview project and a final evaluation in which you will participate in a recorded Zoom client counseling session.

**Barring exceptional circumstances, you will not receive credit for homework, midterm assignments or final assignments that are turned in late.**

### **ZOOM POLICIES:**

#### **Zoom Links:**

You will find a calendar in TWEN. I have added our class to the calendar with the Zoom link for class. It will also be posted in the Course Materials tab. Please do not share it with people who are not in the class. If there are any changes to the calendar, I will notify you in advance.

#### **Zoom Video Participation Requirement:**

This course will be on Zoom. To maximize the learning experience, **you are required to turn on your video during class**, unless otherwise stated or you receive approval from me. You must sign up for a Zoom account if you do not have one. When entering the classroom, you will be placed in a waiting room. I will only admit you if your name appears, so please ensure that when you connect your name clearly appears.

SIUC has online resources related to Zoom and online learning, which are [HERE](#). If you have questions or concerns about Zoom or the video requirement, please email me as soon as possible.

I have provided my cell phone number above so you can text me if you have an issue connecting to Zoom. If you get booted from Zoom and must reconnect, please text me or I may not see you in the waiting room.

#### **Classroom Etiquette:**

Please be courteous to others by keeping distractions to a minimum and give the class your full attention. Due to the participatory nature of this class, **you will be required to be on video and participate**. If you need to leave, please do not disrupt class when doing so. To the extent possible, please log into class from a quiet place where you will not be interrupted or distracted. Close all applications on your computer to optimize the video quality. Appropriate classroom behavior and attire are expected.

You may not attend class while you are driving a vehicle, due to safety concerns and

the need to participate actively in class.

This is a participatory class and discussion is encouraged. Please use the “Raise Hand” feature if you want to talk, not the chat, unless otherwise stated. Chats will be saved and can be read by me, **including “private” chats**. Please turn off notifications and make sure your cell phone is silenced. To avoid background noise, please stay muted until you want to speak, or I call on you.

### **Class Recordings:**

You may not record or screenshot class sessions. Live classes will not be recorded except for ADA compatibility reasons with prior notice to me or in extraordinary circumstances, such as if a make-up class is scheduled on a day that is not a regular class meeting day. Except with my prior approval, no other recording of class is allowed.

### **Expected Time Requirements for Course:**

The American Bar Association standards for accrediting law schools contain a formula for calculating the amount of work that constitutes on credit hour. According to ABA Standard 310(b)(1), “a credit hour is an amount of work that reasonably approximates: (1) not less than one hour of classroom or direct faculty instruction and two hours of out-of-class student work per week for fifteen weeks, or the equivalent amount of work over a different amount of time.”

This is a **two-credit** hour course, meaning that we will spend one 100-minute block of time together each week. The amount of assigned reading and out of class preparation should be about **four** hours for each class session. All told, applying the ABA standard to the number of credits offered in this class, you should plan on spending a total of **six** hours (two in class and four preparing for class) on course-related work.

### **Ban on Collaboration:**

You may not obtain help from any other person (including any other student) or from generative artificial intelligence (including, but not limited to, ChatGPT) on the writing assignments, midterm interview assignment or final counseling assignment. This ban includes obtaining written materials from any other person or generative artificial intelligence and communicating with any other person about an assignment. If you violate the ban on collaboration policy, you will receive a failing grade on that assignment. You also may be found in violation of the Honor Code, which can lead to serious penalties, including expulsion. An Honor Code investigation must also be reported to the Bar Examiners, even if you are cleared of any violation. When in doubt about how to proceed, ask me.

### **Additional Attachments:**

Please review the attachments below in preparation for the semester, per the direction of SIU School of Law Administration:

- [University Syllabus Attachment](#)
- [School of Law Rules for 2022-23](#)
- [School of Law Honor Code](#)
- [SIUC Student Conduct Code](#)

This information can also be found on the SIU Law website under [academics / rules and honor code](#).

### **SYLLABUS ATTACHMENT - SIU SCHOOL OF LAW - Fall 2023**

**EMERGENCY PROCEDURES:** We ask that you become familiar with Emergency Preparedness @ SIU. Emergency response information is available on posters in buildings on campus, on the Emergency Preparedness @ SIU website, and through text and email alerts. To register for alerts, visit <http://emergency.siu.edu/>.

**DISABILITY POLICY.** SIU Carbondale is committed to providing an inclusive and accessible experience for all students with disabilities. Disability Support Services coordinates the implementation of accommodations. If you think you may be eligible for accommodations but have not yet obtained approval, please contact DSS immediately at 618-453-5738 or [disabilityservices.siu.edu](http://disabilityservices.siu.edu). You may request accommodations at any time, but timely requests help to ensure accommodations are in place when needed. Accommodations and services are determined through an interactive process with students and may involve consideration of specific course design and learning objectives in consultation with faculty. Please send approved accommodations to your faculty through the DSS online portal.

**SALUKI CARES.** The purpose of Saluki Cares is to develop, facilitate and coordinate a university-wide program of care and support for students in any type of distress – physical, emotional, financial, or personal. By working closely with faculty, staff, students, and their families, SIU will continue to display a culture of care and demonstrate to our students and their families that they are an important part of the community. For Information on Saluki Cares: (618) 453-2461, or [siucares@siu.edu](mailto:siucares@siu.edu), <https://salukicare.siu.edu/>. Associate Dean Doug Lind ([dlind@siu.edu](mailto:dlind@siu.edu), 618-453-8713) and Assistant Dean Judi Ray ([judiray@siu.edu](mailto:judiray@siu.edu), 618-453-8135) are available at the School of Law to help students access university resources.

**SAFETY AWARENESS FACTS AND EDUCATION.** Title IX makes it clear that violence and harassment based on sex and gender is a Civil Rights offense subject to the same kinds of accountability and the same kinds of support applied to offenses against other protected categories such as race, national origin, etc. If you or someone you know has been harassed or assaulted, you can find the appropriate resources here: <http://safe.siu.edu>

**Have a good semester!**