

SOUTHERN ILLINOIS UNIVERSITY SCHOOL OF LAW
METRO EAST CRIMINAL JUSTICE EXPERIENTIAL LEARNING PROGRAM
LAW _____ §001

FALL 2023 Course Syllabus

Course Objectives:

Students who successfully complete this course will:

- Gain essential knowledge of substantive criminal law and procedure as well as increase understanding of the functioning role of at least one legal branch within the broad criminal court system by interning at one of the following: the United States Attorney's Office for the Southern District of Illinois, the Federal Public Defender's Office for the Southern District of Illinois, the St. Clair County State's Attorney's Office, or the St. Clair County Public Defender's Office.
- Develop core lawyering skills including legal research, document review and evaluation, oral advocacy, legal analysis, and legal writing as well as critically reflect upon their professional identity.
- Demonstrate professional conduct, including punctuality, office and courtroom etiquette, organization, professional appearance, job knowledge, and interpersonal skills.
- Observe and reflect upon the work of presiding judges and attorneys throughout the Metro East region by viewing court proceedings, as well as meeting and discussing the practice of law with federal and state court judges and lawyers in the Metro East region.
- Examine and evaluate the operations of the criminal justice system in the Metro East, including the convergence of criminal law and public policy, multi-faceted approaches to case resolutions, equity, ethics, the role of attorneys on multidisciplinary teams within the public sector, and best practices in communicating with criminal justice stakeholders.

Minimum Course Requirements:

1. Satisfactorily complete the requisite number of total hours for the credit hours of enrollment.¹
2. Attend and participate in Metro East Criminal Justice Experiential Learning Program (MECJELP) class sessions.
3. Satisfactorily complete all course assignments and requirements set forth below.

¹For nine credit hours, students must complete 382.5 hours of work at the placement site and in the classroom component (combined) over the 14 weeks.

Class Meetings and Meetings with Course Instructor

All students must attend and participate in class meetings during the fall semester (see attachment detailing required dates and times). The first class meeting will be an orientation to the program, communicating course expectations, requirements, and procedure. Students will also receive course forms that must be completed and submitted during the semester. Subsequent class sessions will be held at various Metro East problem-solving and restorative justice courts. Students will receive a schedule of observation dates at Metro East problem-solving and restorative justice courts (such as the St. Clair County Drug Court, Madison County Veterans Court, St. Clair County Mental Health Court, St. Clair County Domestic Violence Court, and St. Clair County Teen Court) at the beginning of the term.

Meetings with Field Supervisor

Each student will be assigned a Field Supervisor at the job placement site. The Field Supervisor will complete a Biweekly Performance Checklist which will be submitted via email to the student for the student's review and reflection. The Field Supervisor will also submit a duplicate copy of each Biweekly Performance Checklist to the course instructors via email.

Other Course Requirements and Assignments:

1. Each student must complete and turn in the Student Information Form, which instructors will email to students prior to orientation, during the first session. This information enables the course instructors to reach students in case of an emergency.
2. Students will keep a weekly journal regarding their observations and experiences at the placement site which is to be emailed to course instructors by 5 p.m. (CST) each Monday (beginning upon completion of the student's first week at the placement site). Journal entries should include a concise description of the student's activities for the week and personal reflections on the events. Students should also write about lessons learned and insight gained throughout the experiential learning program by connecting observations with background experience, knowledge, or objectives. Weekly journal submissions should be approximately one page in length.
3. Students will keep complete accurate Biweekly Hours Reports and email them to course instructors by 5 p.m. (CST) Monday every other week. Copies of this form and other forms will be provided to students at the beginning of the term.
4. At the end of the semester, each student must complete and submit a Placement Evaluation and a Course Evaluation. These forms will be distributed via email by the course instructors along with assigned due dates.
5. All hours and paperwork must be completed and turned in no later than the last official day of classes during the fall semester.

Students should retain electronic and hard copies of all forms and materials turned in. All

materials should be submitted electronically. Electronic materials should be turned in using Word-formatted documents.

Course Grade/Evaluation

This course uses a satisfactory (S) /satisfactory- (S-) / satisfactory+ (S+) / unsatisfactory (U) grading scale. Each student will be assessed by the Field Supervisor and by the course instructors, with the course instructors assigning final grades for the course. Forms to be used by the Field Supervisor will be distributed via email. Students should contact course instructors promptly for replacement or extra copies of required course forms. Should a student receive a grade of "unsatisfactory (U)" in the course, the student will receive no credit for the course.

The course is designed to help students get the best possible learning experience from the placement site and class meetings. Students must fulfill the MECJELP course requirements, in addition to obligations at the placement site, to successfully complete the course. Failure to complete all course requirements in a satisfactory and timely manner will affect the student's grade for the course. Students should view the MECJELP as a capstone course to begin their professional careers on a positive note.

Use of Email

Students are expected to regularly check their email throughout the semester for communications from the course instructors related to the MECJELP. Course updates, due dates, and requisite forms will be provided to students via email.

Accessibility

Course instructors will be in Belleville throughout the semester to hold class sessions as part of the MECJELP. Instructors will hold regular office hours during the term. Detailed information regarding class sessions and office hours will be communicated to students during the orientation process. Also, appointments to meet with the course instructors outside of office hours can be scheduled by email.

Syllabus Attachments

1. SIU Syllabus Attachment Fall 2023 (one page)
2. SYLLABUS ATTACHMENT SIU SCHOOL OF LAW – Fall 2023 (one page)