Fall 9-1-2005

LEG 184T.01: Legal Ethics

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Course Number and Title: U 184T Legal Ethics
Fall Semester Calendar 2005
Meeting Times: Monday and Wednesday: 1:10 p.m. to 2:00 p.m.

INSTRUCTOR: Thomas Stanton. I can be reached at 243-7850 or Tom.Stanton@umontana.edu. My office is located in the Northeast corner of the Business Administration building, East Campus. Office hours are before, between and after classes. (See schedule on office door).

REQUIRED TEXT:
Ethics and Professional Responsibility for Legal Assistants, 4th Ed.
Author: Therese A. Cannon
Publisher: Aspen Law & Business (Aspen Publishers, Inc.)

SUGGESTED REFERENCE MATERIALS:
Model Rules of Professional Conduct
Model Code of Professional Responsibility and Code of Judicial Conduct
As announced and/or distributed by the instructor.

COURSE DESCRIPTION: Introduction to ethics for the legal assistant, including confidentiality, legal assistant-attorney relationship, fee arrangements, Code of Professional Conduct, attorney-client privilege, fiduciary responsibilities, and public service.

COURSE OUTLINE: This outline is intended to provide a general guide to progress through the course. Each chapter will take two days of discussion. The first day will cover the ethical concepts gathered for review and the second day will focus on the cases interpreting the concepts. Chapters listed are to have been read by the date identified.

Week 1
Monday, August 29, 2005: Introduction and Discussion of Syllabus.
Wednesday, August 31, 2005: Case reading skills, various ethics reporters and decisions

Week 2
Monday, September 5, 2005: Discussion: Chapter 1, Regulation of Lawyers
Wednesday, September 7, 2005: Discussion: Chapter 1 cases
**Week 3**
Monday, September 12, 2005: No Class
Wednesday, September 14, 2005: Discussion: Chapter 2, Ethical Guidelines and Regulation of Legal Assistants

**Week 4**
Monday, September 19, 2005 Discussion: Chapter 2 cases
Wednesday, September 21, 2005 Discussion: Chapter 3, Unauthorized Practice of Law

**Week 5**
Monday, September 26, 2005: Discussion: Chapter 3 cases
Wednesday, September 28, 2005: Discussion: Chapter 4, Confidentiality

**Week 6**
Monday, October 3, 2005: Discussion: Chapter 4 cases
Wednesday, October 5, 2005: Discussion: Chapter 5, Conflicts of Interest

**Week 7**
Monday, October 10, 2005: **No Class – Instructor Absence**
Wednesday, October 12, 2005: Discussion: Chapter 5 cases

**Week 8**
Monday, October 17, 2005: Review Chapters 1 through 5 for Mid-Term Exam
Wednesday, October 19, 2005: **Mid-Term Examination**

**Week 9**
Monday, October 24, 2005: Discussion: Chapter 6, Advertising and Solicitation
Wednesday, October 26, 2005: Review of Mid-Term Examination

**Week 10**
Monday, October 31, 2005: Discussion: Chapter 6 cases
Wednesday, November 2, 2005: Chapter 7, Fees and Client Funds

**Week 11**
Monday, November 7, 2005: Discussion: Chapter 7 cases
Wednesday, November 9, 2005: Discussion: Chapter 8, Competence
**Week 12**  
Monday, November 14, 2005: Discussion: Chapter 8 cases  
Wednesday, November 16, 2005: Discussion: Chapter 9, Special Issues in Advocacy

**Week 13**  
Monday, November 21, 2005: Catch-up Day  
Wednesday, November 23, 2005: **No Class - Thanksgiving**

**Week 14**  
Monday, November 28, 2005: Discussion: Chapter 9 cases  
Wednesday, November 30, 2005: Discussion: Chapters 10, Professionalism

**Week 15**  
Monday, December 5, 2005: Chapter 10 cases  
Wednesday, December 7, 2005: Review for Final Exam

**Week 16**  
**Final Exam**, per U.M./C.O.T. Final Schedule

**GRADING**

Scale:

- A: 100-93%
- B: 92-85%
- C: 84-77%
- D: 76-70%
- F: below 70%

**Participation:** Every student is expected to participate and/or be prepared to participate in class discussions. Accordingly, class participation can positively or negatively affect the student’s grade.

- Exams: Count. for 80% of final grade.
- Quizzes, Projects and/or Class Participation: Count for 20% of final grade.

Quizzes may be given at any time; announced or unannounced. Some of the quizzes may be graded in class for no value. Some of the quizzes will be collected and graded for value toward final grade.

Make up quizzes may be given at the sole discretion of the instructor.

Absences: The instructor reserves the right to lower grades for excessive absences.
Extra Credit: Opportunities may arise where point credit can be given for independent projects as developed between student and instructor.

Other: If any student requires special consideration for any reason, it is the responsibility of the student to contact the instructor to discuss the matter prior to any situation that might give rise to the special consideration requested.

The instructor reserves the right to alter or amend any part of this proposed outline at any time during the semester.