**Rules and Reasoning: Advanced Civil Procedure**

Law 615—Section 412

Spring, 2020

**Syllabus**

**Dean Dionne Koller Office Hours:**

Office: Dean’s Suite (7th floor) Mon. and Wed. 5-6pm

[dkoller@ubalt.edu](mailto:dkoller@ubalt.edu) and by appointment

410-837-4468

**Assistant:**

Katie Rolfes

[**krolfes@ubalt.edu**](mailto:krolfes@ubalt.edu)

**Course Meeting Times**:

Monday and Wednesday, 7:45-9:00 pm

***\*Room assignments are available through MyUB.***

**Course Description:**

This course is to assist students in further developing the skills necessary for success in law school, on the bar exam, and in practice. Students will 1) learn to effectively read and analyze cases and statutes; 2) synthesize complex legal authorities; 3) communicate effectively orally and in writing; 4) develop the essential skills necessary to master law school course work; 5) improve legal analysis skills. Professors teaching this course will use a doctrinal subject of their choosing and students will have multiple opportunities for practice and feedback.

**Required Texts**:

● Current copy of Federal Rules of Civil Procedure and selected statutes

●Materials supplied by instructor and posted on TWEN.

**Course Goals/Learning Outcomes:**

At the conclusion of this course, students will be proficient in their ability to:

1. Critically read cases and statutes.

2. Brief cases, take notes, and synthesize course material.

3. Identify and articulate civil procedure doctrine and apply it.

4. Communicate legal analysis orally and in writing.

**Course Guidelines and Expectations:**

American Bar Association Standards for Law Schools establish guidelines for the amount of work students should expect to complete for each credit earned. Students should expect approximately one hour of classroom instruction and two hours of out-of-class work for each credit earned in a class, or an equivalent amount of work for other academic activities, such as simulations, externships, clinical supervision, co-curricular activities, and other academic work leading to the award of credit hours.

**Academic Integrity** – Students are obligated to refrain from acts that they know or, under the circumstances, have reason to know will impair the academic integrity of the University and/or School of Law. Violations of academic integrity include, but are not limited to: cheating, plagiarism, misuse of materials, inappropriate communication about exams, use of unauthorized materials and technology, misrepresentation of any academic matter, including attendance, and impeding the Honor Code process. The School of Law Honor Code and information about the process is available at http://law.ubalt.edu/academics/policiesandprocedures/honor\_code/.

**Attendance –** Class attendance is a primary obligation of each student whose right to continued enrollment in the course and to take the final examination is conditioned upon a record of attendance satisfactory to the professor. A student who exceeds the maximum allowed absences may be compelled to withdraw from the course or may be barred from sitting for the final exam. Students who are forced to withdraw for exceeding the allowed absences may receive a grade of FA (failure due to excessive absence).

Therefore, under ABA rules, students who have more than **FIVE**absences may not be eligible to complete the course and will receive a grade of “FA.” Absences due to religious holidays are not included in this policy, but you must let me know in advance if you will miss a class for this reason and an appropriate make-up will be scheduled. Please note that under this policy, there are no “excused” or “unexcused” absences. Absences for any reason are treated alike (with the exception for religious holidays) and work cannot be “made up” to make up for a missed class. In addition, please note the following:

•Your attendance in class is established by signing the attendance sheet.

•If you are more than 15 minutes late, you may stay for class but you may not sign the attendance sheet.

•*Your attendance, as well as multiple late arrivals, may be used in the calculation of your course grade.*

**Class Cancellation**—If a class must be canceled, notices will be sent to students via email and posted on the classroom door. If there is inclement weather, students should visit the University of Baltimore web site or call the University's Snow Closing Line at (410) 837-4201. If the University is open, students should presume that classes are running on the normal schedule.

**Computers**—You are permitted to use laptops for note-taking and for exams. However, do so with the awareness that laptop use does not promote learning. In addition, using a laptop in class for matters unrelated to the class is unprofessional and distracting to others. Please be aware that if computer use becomes distracting to me or other students I reserve the right to ban laptops in our classroom or ask you to change your seat.

**Course Evaluations**—It is a requirement of this course that students complete a course evaluation. The evaluation will be available later in the semester and is entirely anonymous. Faculty members will not have access to the feedback provided on course evaluations until after all grades are submitted.

**Disability Policy**—If you are a student with a documented disability who requires an accommodation for academic programs, exams, or access to the University’s facilities, please contact the Office of Academic Affairs, at [ublawacadaff@ubalt.edu](mailto:ublawacadaff@ubalt.edu) or (410) 837-4468.

**Federal Rules of Civil Procedure** – You may use any supplement with the FRCP and statutes. Note that if you are not using an updated, current Rules Supplement, it is *your* responsibility to ensure that you have the most recent version of any particular rule or statutory provision that we are discussing in class. In addition, you will not be permitted to access rules and statutes through the internet during exams.

**Professionalism** – Learning cannot effectively take place in an environment that is unprofessional or uncivil. To that end, I expect that you will observe basic professional courtesies such as arriving on time, respecting different viewpoints, turning off your cell phone, staying off the internet in class, not getting up in the middle of class to leave the room, coming to class prepared to participate, and otherwise observing norms of professional behavior. *Multiple failures to behave in a professional manner may be taken into account in determining your final course grade.*

**Title IX Sexual Misconduct Policy**—The University of Baltimore’s Sexual Misconduct and Nondiscrimination policy is compliant with Federal laws prohibiting discrimination. Title IX requires that faculty, student employees and staff members report to the university any known, learned or rumored incidents of sex discrimination, including sexual harassment, sexual misconduct, stalking on the basis of sex, dating/intimate partner violence or sexual exploitation and/or related experiences or incidents. Policies and procedures related to Title IX and UB’s nondiscrimination policies can be found at: <http://www.ubalt.edu/titleix>.

**TWEN** – You must enroll in the TWEN Virtual Classroom for this course. You have access to TWEN through Westlaw. It is your responsibility to check TWEN for any course announcements. In addition, you should rely on TWEN for course materials such as updated copies of the syllabus and materials that I use in class.

**Grading --** The final grade will be based on the following:

**Midterm Exam #1:** 15%

**Midterm Exam #2:** 15%

**Class assignments:** 10%

**Final Exam:** 60%

All exams are closed book, but you will be allowed to bring your Rules Supplement in to the exams. You may not access the rules from your computer or other electronic device.

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**Jan. 13** Principles of learning legal analysis—what does it take?

**Due:** Learning self-assessment; Diagram FRCP 63

**In-Class:** Discuss Learning process and FRCP 63; course goals

**\*Final syllabus will be posted first week of class.**