

# **PUBLIC LAW & LEADERSHIP**

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## **Course Information & Policies**

Winter Term 2015 | January 5 – 14, 2015

*You are responsible for the information and policies that follow.  
Please carefully read them and ask for clarification if you have any questions.*

### **Contact Information**

Patricia Perkins  
Office 209, [pperkins@elon.edu](mailto:pperkins@elon.edu), 279-9231

Chris Leupold  
Office A221, [cleupold@elon.edu](mailto:cleupold@elon.edu), 279-9240

Sue Sinclair, Faculty Assistant  
Faculty Annex, [ssinclair@elon.edu](mailto:ssinclair@elon.edu), 279-9207

#### **Attorney Coaches**

Kim Gatling  
[kim.gatling@smithmoorelaw.com](mailto:kim.gatling@smithmoorelaw.com)

Lewis Pitts  
[lewisp121247@gmail.com](mailto:lewisp121247@gmail.com)

Tom Noble  
[tnoble@elon.edu](mailto:tnoble@elon.edu)

#### **Executive Coaches**

John Alexander  
[alexander779@gmail.com](mailto:alexander779@gmail.com)

Erika Lopina  
[elopina@elon.edu](mailto:elopina@elon.edu)

Bonnie McAlister  
[bmcalister2@elon.edu](mailto:bmcalister2@elon.edu)

### **Assignments for Monday, January 5, 2015**

*(Business Casual Attire)*

- ✓ Review the Student Project Teams document and identify your team. Note your team's color, letter, and number, which will make navigating the course schedule easier.
- ✓ Read (1) Course Information & Policies, (2) Course Schedule, (3) Assignment Instructions: Memorandum & Presentation, and (4) Assignment Instructions: Memorandum Outline & Draft in Progress with Team Agenda.
- ✓ Read "Team Basics: A Working Definition" taken from THE WISDOM OF TEAMS by Katzenbach & Smith.
- ✓ Complete Individual Course Pre-Work: *Orientation to High Performance Teams*. Upload your completed assignment to TWEN by 9:00 a.m. on Monday, January 5, 2015. Bring a copy to your first team meeting.
- ✓ Read the Project Assignment Memorandum from your attorney coach and familiarize yourself with your organizational contact(s) and the organization's website. Begin following up on any initial resources recommended by your attorney coach.

## Course Description

The Public Law & Leadership course provides a hands-on opportunity to exercise leadership in the public arena through service to a nonprofit organization on real issues of immediate concern to the nonprofit. Working in teams with the guidance of attorney coaches, students will practice client interviewing and use their legal research, writing and oral communication skills to develop team memoranda and presentations for their organizational clients. Through this practice simulation, students will have an opportunity to explore the connection between leadership and lawyering skills.

**Problem Solving & Persuading.** The course will provide a substantive overview of problem solving strategies in the public law arena. Nonprofit organizations will present their public law challenges to the teams, including administrative, policy, legislative or regulatory issues. Students will be introduced to client interviewing skills, legal research in this unique area of law, and communication strategies for client presentations.

**Leadership Skills Development - Leading Teams.** This course will enable students to consider the interpersonal aspects of team leadership. Students will have an opportunity to work in “project teams” – an essential part of law practice. The Fundamental Interpersonal Relations Orientation-Behavior (FIRO-B) assessment will be combined with student Myers-Briggs Type Indicator (MBTI) scores to provide a customized “Leadership Report” for each student. Executive coaches will assist students in assessing their individual leadership styles and establishing goals for interpersonal development. Coaches will work with each team as its members set team expectations, select roles, hold each other accountable, and support one another’s progress toward their interpersonal development goals as well as toward successful completion of their client project.

**Professional & Public Leadership.** The legal profession is grounded in professional and community leadership. Lawyers lead their clients to solutions through the use of strategic, analytical, research, advocacy, and negotiation skills. Attorneys are regularly invited to bring these problem solving skills from law practice to leadership roles in the public sector through *pro bono* work, government service, and community leadership. Students will emerge from the class with a view of the leadership skills expected of lawyers in practice, business, and community leadership.

## Course Materials

“Team Basics: A Working Definition” taken from THE WISDOM OF TEAMS by Katzenbach & Smith

Other course reading material and team project information posted on TWEN.

*During winter term, additional assignment information and course materials will be distributed in class or via TWEN. Students are responsible for regularly checking the course TWEN site.*

## Accommodations

Students who may need to access disability accommodations should visit this site:

[http://www.elon.edu/e-web/academics/support/disabilities\\_services.xhtml](http://www.elon.edu/e-web/academics/support/disabilities_services.xhtml). Additional questions should be directed to either Susan Wise, Disability Services Coordinator (336-278-6500 / [swise2@elon.edu](mailto:swise2@elon.edu)).

## **Grading Policy**

Consistent with the expectations of legal practice, students are required to conduct themselves with the highest regard for professionalism and ethics, display a strong work ethic, meaningfully contribute to establishing and maintaining a healthy team dynamic and to accomplishing their team's objectives, produce a high quality work product, and display compassionate care and concern for their teammate's professional development. Students will timely submit all assignments, and their work will demonstrate their best efforts. Students will actively participate in all class sessions. It is expected that all students will meet these threshold requirements for earning a grade of pass in the course. Students who fall short of these threshold expectations will earn a grade reduction to low-pass or fail. Students who consistently exceed these threshold expectations may earn the distinction of a grade of high-pass. Consideration will be given to the recommendations of attorney and executive coaches, as well as the feedback for each student received from teammates.

## **Attendance Policy**

Just as lawyers are expected to punctually attend meetings and appear in court, students are expected to arrive on time for and attend all scheduled sessions. The pace and intensity of the work, as well as the emphasis on team, compound the effect of an absence from even just one session. Students who arrive too late to sign the attendance sheet circulated at the beginning of a session or who leave a session early will be counted absent. As a general rule, an absence will result in a failing grade.

Under exceptional circumstances beyond the student's control, a student may seek a waiver for a class session by submitting a written request to Professor Perkins as early as the student becomes aware of the circumstances giving rise to the request. Any request should explain the reasons for the request, the student's efforts to avoid the absence, and proposals to mitigate the effects of the absence. If a waiver of the failing grade is granted, the student will be advised of any grade reduction to low-pass. A student unable to continue the course due to a documented illness may request a medical withdrawal from the course. Failure to submit a written request for a waiver in advance of an absence or as soon as practicable in the event of an emergency will result in a failing grade.

Please be aware that Elon University makes a determination about school openings in the event of inclement weather, and course schedules will be adjusted as needed. Monitor local news outlets and your Elon e-mail account for notifications about closures due to weather.

## **Professionalism Policy**

Lawyers adhere to the highest standards of professionalism in their practice. Professionalism goes beyond ethical behavior to include characteristics such as preparedness, diligence, thoroughness, respectfulness, courtesy, and compassion. Consistent failure to demonstrate professionalism will result in a failing grade. Factors relevant to professionalism include, but are not limited to the following:

1. **Preparation and Participation:** You will have the opportunity to practice skills and receive and provide feedback in course sessions. Each of you will bring your own unique experiences and perspectives to the discussion. If you come unprepared – fail to make a good faith effort on assignments – or spend session time doing other things – updating your status on Facebook,

reading for another class, sleeping, etc. – you will be squandering an opportunity to learn and wasting your colleagues' time.

2. Laptops, iPads, Cell Phones, Recording Devices, Etc.: Laptops and iPads may only be used for the purpose of taking notes and as otherwise instructed during the course of a session. One student's abuse of this privilege may result in the banning of laptops and iPads for all students. No other electronic devices may be used in a session without the express permission of Professor Perkins, Professor Leupold, or your attorney or executive coaches. Note that cell phones must be turned-off during all sessions.
3. Milestone Assignments. You will notice several assignments on our Course Schedule. You are responsible for completing these assignments and timely submitting them. Failure to timely submit an assignment will result in a failing grade.
4. Professional and Respectful Conduct: Failure to demonstrate conduct exemplifying the Law School's and the legal community's commitment to professionalism and mutual respect may result in a failing grade. Depending on the severity of the departure from the standards of professionalism, a single instance of unprofessional conduct may be sufficient to earn a failing grade. In addition, unprofessional conduct prohibited by the Honor Code may be referred to the Honor Council, and conduct that fails to comply with the requirements of the Student Handbook may be referred to the Student Affairs Office.

### **Confidentiality**

The nonprofit organizations who have partnered with the law school to provide the course simulation exercises may provide substantial information concerning their operations. Students are required to treat the organizations' information with respect, maintaining its confidentiality unless otherwise permitted by the organization. While participation in the simulation creates no attorney-client relationship, students should take this opportunity to explore ethical considerations and work within the Rules of Professional Conduct. Students should bring any questions or concerns to the attention of their attorney coaches.