

# LGL - LEGAL AND PARALEGAL STUDIES

**Credit Hour** ratios represent full term, weekly hours, where the first digit represents the weekly lecture hour, the second digit represents the weekly lab/studio hour, and the third digit represents credits.

For example, a typical 3 credit lecture course will be displayed as: **3-0-3**. More information is available on the Catalog - Credit Hour page (<https://catalog.dccc.edu/courses/credit-hour-ratio/>).

## LGL 100 Introduction to Legal and Paralegal Studies

(Formerly PLG 100) This course provides an overview of the American legal system. It focuses on the sources of our laws, the court systems, substantive laws, and legal terminologies. A key component of teaching includes the difference between model documents and plagiarism. Statutory and ethical rules pertaining to unauthorized practice of law, legal professionals' responsibility in maintaining honesty, integrity, and candor with the courts are weaved throughout student learning. While developing critical thinking and legal reasoning skills, students will be introduced to such concepts as the constitutional foundation of the American legal system, federalism, differences between the federal and state legislative and judicial jurisdiction, and hierarchy of court systems. Upon successful completion of this course, students should be able to:

- Identify key legal concepts and principles in areas of constitutional law, common law, and statutory law.
- Identify and discuss the various concepts of jurisdiction in the US legal system.
- Identify and utilize the principles, organization, and citation requirements of legal writing and document preparation.
- Draft and prepare written and oral assignments.
- Discuss and analyze facts of a case or a hypothetical.
- Identify the pertinent laws and legal issues applicable to a given case or fact pattern.
- Apply laws to given facts to draw a logical conclusion.
- Describe the role of the legal paraprofessional in trial preparation and proceedings and settlement negotiations.
- Conduct research using the internet and computer assisted legal research or CALR tools common in the industry.
- Identify and apply the rules of ethics prohibiting the unlicensed practice of law.

Prerequisite: Successful Placement Test Scores or (ENG 050 and REA 050) or ENG 099\* or REA 075 or REA 100\* (\*may be taken concurrently).

**3 Credits3-0-3**

## LGL 110 Legal Research and Writing I

(Formerly PLG 110) This course introduces basic legal research and writing skills. Students are taught the basics of researching issues of substantive and procedural law as well as how to draft basic legal documents. This course also introduces students to traditional law library resources, such as Black's Law Dictionary, U.S. Code, the Pennsylvania Code, Federal Reporter, Pennsylvania Reporter, Atlantic Reporter, and legal treatises. In addition, students will learn about online research sources including Lexis® and the official federal and Pennsylvania State Courts websites. Note: A grade of C or higher is required in this course (LGL 110) in order to take courses that list LGL 110 as a prerequisite.

Upon successful completion of this course, students should be able to:

- Explain the structure of the courts, sources and hierarchy of laws within the US legal system.

- Distinguish between primary and secondary authority and between binding and persuasive authority.

- Conduct legal research using various sources, methods and computer assisted legal research or CALR tools common in the industry.

- Discuss and analyze facts of a case or a hypothetical case scenario.

- Identify the pertinent laws and legal issues applicable to a given case or fact pattern.

- Apply laws to given facts to draw a logical conclusion.

- Utilize critical thinking and effective writing to identify legal issues presented in a hypothetical case scenario.

- Draft case briefs in the FIRAC format, memoranda, and other documents with correct grammar, punctuation, spelling and legal citations for authority.

- Describe and analyze the ethical issues that arise in legal research and writing, in particular the duty of honesty to client and court including the duty to avoid plagiarism.

Prerequisites: LGL 100\* and ((ENG 050 and REA 050) or ENG099\* or REA 075 or REA 100\*) or successful placement test scores) \*may be taken concurrently.

**3 Credits3-0-3**

**LGL 120 Legal Research and Writing II**

(Formerly PLG 120) This course is the advanced component of the legal research and writing sequence students must complete to proceed in the program. It continues development of students' research and writing skills required for the legal profession. Introduction of intricate and compound fact patterns necessitates in-depth research, an understanding of complex substantive/procedural law issues, and the mastering of advanced legal writing skills. This course includes assignments that teach the transition from objective analysis taught in Legal Research and Writing I to persuasive advocacy, which is essential for representing a client's position. Notes: A grade of C or higher is required in this course (LGL 120) in order to take courses that list LGL 120 as a prerequisite. LGL 120 is the advanced part of the two-semester Legal Research and Writing sequence.

*Upon successful completion of this course, students should be able to:*

*Distinguish between objective and persuasive legal writing.*

*Conduct advanced research using computer assisted legal research or CALR tools common in the industry.*

*Identify and analyze legal issues presented in a complex hypothetical case scenario to demonstrate the ability to think and write critically.*

*Synthesize the elements and practice of legal analysis necessary to draft case briefs in the FIRAC format.*

*Communicate effectively with attorneys, courts, and clients both orally and in writing.*

*Draft persuasive legal documents including memoranda of law, motions, trial and appellate briefs, with correct formatting, grammar, punctuation, spelling and advanced legal citations.*

*Examine and describe the key ethical concerns present within the practice of legal research and writing, with a particular focus on the professional obligation to prevent plagiarism and ensure proper attribution of sources.*

Prerequisite: LGL 110 with grade of C or better.

**3 Credits3-0-3**

**LGL 130 Technology in the Law**

(Formerly PLG 130) This course is a general introduction to the use and the application of legal specialty software programs in the modern practice of law. The course covers law office applications of client management software, billing software, LexisNexis® Academic, and various state and federal websites. Students will use appropriate software to perform client conflicts checks, for timekeeping and file management, to prepare and maintain a database for each client, to organize and safeguard documentary evidence, and to assist during trial preparation and trial. Ethical use of technology is a key component of this course.

*Upon successful completion of this course, students should be able to:*

*Utilize technologies applicable in legal environment and discuss their impact in law offices and court rule procedures.*

*Use communication and collaboration applications commonly used in legal and business environments.*

*Develop research skills using computer assisted legal research, CALR, tools common in the industry.*

*Develop presentations and projects with the application of various technologies commonly used in law and business.*

*Select and utilize productivity software needed to conduct various tasks in the business and legal environment.*

*Identify the ethical and privacy issues that arise from the use of technology in the law, including the duty of competence and confidentiality.*

College Academic Learning Goal Designation: Information Technology (TC)

Prerequisite: Successful Placement Test Scores or (ENG 050 and REA 050) or ENG 099\* or REA 075 or REA 100\* (\*may be taken concurrently).

**3 Credits3-0-3**

**LGL 140 Contract Law**

(Formerly PLG 140) This course introduces students to contract law, covering common law and statutory principles that apply in commercial and non-commercial contexts. The course introduces students to the key elements of contract formation: offer, acceptance, consideration, intention, capacity, legality. From there, students learn the criteria for a contract breach and its defenses and remedies, implied contracts, and contract drafting. Through case law and statutory law, Article 2, Uniform Commercial Code, and Division 2, Pennsylvania Uniform Commercial Code, the course prepares students to analyze contract issues across various legal subjects such as personal and real property, business, and family law. Students engage in practical legal research using government and public internet resources and private databases to access and customize model contracts and draft contract language. Throughout the course, readings and discussions address ethical responsibilities in contract law practice, including honesty, competence, and confidentiality.

*Upon successful completion of this course, students should be able to:*

*Identify essential contract law terminology and analyze elements of a contract: offer, acceptance, consideration, intention, capacity, and legality.*

*Apply contract law principles to identify, analyze and resolve contract-related issues including contract interpretation and enforceability, and contract breaches, potential defenses, and remedies.*

*Problem-solve through critical thinking and application of contract law concepts to hypothetical case scenarios.*

*Conduct research using computer assisted legal research (CALR) tools common in the industry.*

*Draft case briefs in the FIRAC (Fact/Issue/Rules/Analysis/Conclusion) format.*

*Identify, locate, and modify basic online and form book model contracts.*

*Describe the role of the paralegal in contract negotiation, preparation, litigation, and settlement negotiations.*

*Analyze the ethical issues that may arise concerning honesty, conflicts of interest, competence, and confidentiality.*

Prerequisite: LGL 110 with grade of C or better.

**3 Credits3-0-3**

**LGL 197 Legal Practicum and Ethics**

(Formerly PLG 197) This course is designed for students who work full time in other than a legal field and need to satisfy the internship requirement to complete the Legal Paralegal Studies Program. As with the traditional internship, there are two components to this course. The first component involves a practicum where students work directly under the direction and supervision of an attorney or experienced paralegal in a traditional classroom setting. In a controlled environment, students will learn how to interview clients, prepare and monitor client files, set up interview schedules, and perform various administrative duties relating to practical work operations in a legal office. The second component covers the fundamental principles governing the ethical practice of law for both lawyers and paraprofessional legal staff, including paralegals and interns. In addition, this segment of the course provides students with the necessary tools to identify and resolve ethical problems as well as provide practical tips to implement in everyday practice. Students will also examine the rules of ethics peculiar to the practice of law and the crucial role they play in the legal profession. This course covers the regulation of the legal profession, the unauthorized practice of law, client confidentiality, conflicts of interest, advertising and solicitation, client fees and fee sharing, and specific examples of Pennsylvania's Rules of Professional Conduct. NOTE: Need to obtain Director of Paralegal Studies approval.

*Upon successful completion of this course, students should be able to:*  
*Communicate effectively orally and in writing with both clients and supervisors.*

*Apply law-related office organizations and their internal systems, such as, timekeeping, billing, and file management.*

*Conduct research using computer assisted legal research (CALR) tools common in the industry.*

*Prepare legal documents commonly used in law offices.*

*Prepare case briefs in the FIRAC format.*

*Compile a portfolio of work and writing samples.*

*Acquire a sound, contextual understanding of legal and professional ethics, including, but not limited to, client confidentiality, conflict of interest, and the unauthorized practice of the law.*

Prerequisites: LGL 110 and LGL 120 with grades of C or better, LGL 140, LGL 210, and LGL 240. Approval of Director required.

**3 Credits3-0-3**

**LGL 199 Legal Experience and Ethics**

(Formerly PLG 199) This course is designed for the day or full-time students that need to satisfy the internship requirement for the Legal Studies and Paralegal Program. There are two components to this course. The first component involves an internship with a local law firm, corporate law department, government agency, or non-profit. With the assistance of the Director of Paralegal Studies and the Office of Student Employment Services and Co-ops, students will need to secure an internship. Students are required to intern a minimum of 180 hours in the paralegal field. The second component requires students to meet one hour per week to discuss job related issues and cover the fundamental principles governing the ethical practice of law for both lawyers and paraprofessional legal staff, including paralegals and interns. In addition, this segment of the course provides students with the necessary tools to identify and resolve ethical problems as well as provide practical tips to implement in everyday practice. Students will also examine the rules of ethics peculiar to the practice of law and the crucial role they play in the legal profession. This course covers the regulation of the legal profession, the unauthorized practice of law, client confidentiality, conflicts of interest, advertising and solicitation, client fees and fee sharing, and specific examples of Pennsylvania's Rules of Professional Conduct.

*Upon successful completion of this course, students should be able to:*  
*Communicate effectively both orally and in writing.*

*Identify and develop skills during the internship that are necessary for paraprofessionals in the practice of law, such as case intake, client engagement, liaison between client and lawyer, ethical compliance, and professional behavior.*

*Write case briefs in the FIRAC (Fact/Issue/Rules/Analysis/Conclusion) format.*

*Acquire a sound, contextual understanding of legal and professional ethics, including, but not limited to, client confidentiality, conflict of interest, and the unauthorized practice of the law.*

*Analyze complex fact patterns and hypotheticals to draw a logical conclusion by applying appropriate ethical rules of professional conduct.*

*Compile a portfolio of written assignments or work products.*

Prerequisites: LGL 110 and LGL 120 with grades of C or better, LGL 140, LGL 210, and LGL 240. Approval of Director required.

**4 Credits180 Semester Hours**

**LGL 200 Family Law**

(Formerly PLG 200) This course introduces students to the procedural and substantive law affecting the family and domestic relations. The law affecting prenuptial agreements, post-nuptial agreements, separation, divorce, spousal support, alimony, spousal abuse, custody, child support, and adoption is discussed. Emphasis is placed on the preparation of relevant legal documents and procedures for filing.

*Upon successful completion of this course, students should be able to: Identify and discuss principles applicable to family and domestic relations law.*

*Research family law and domestic relation matters and forms using Computer Assisted Legal Research (CALR) tools.*

*Analyze fact patterns in hypothetical case scenarios to draw a logical conclusion by applying rules of family law.*

*Prepare legal documents commonly used in the practice of family law, such as premarital agreement, divorce complaint, restraining order, custody complaint, child support and settlement agreement.*

*Discuss the role of human relations and emotional sensitivity in domestic relations cases.*

*Identify and discuss ethical concerns encountered by legal professionals in protecting client confidentiality and maintaining a professional relationship with clients.*

*Write case briefs applicable to family law in the FIRAC format.*

Prerequisite: LGL 110 with grade of C or better.

**3 Credits3-0-3**

**LGL 210 Civil Litigation and Tort Principles**

(Formerly PLG 210) This course focuses on the applications of the principles of tort law and civil litigation, and emphasizes the paralegal's role in the civil and litigation process. Students will receive a thorough overview of the applicable constitutional issues that arise in tort law, rules of civil procedure, and rules of evidence as well as an introduction to different resolution methods available through the state and federal court systems, in particular, alternative dispute resolution methods applicable to negligence cases. Lastly, this course provides students with the necessary foundation to prepare and write pleadings and other applicable court documents, prepare for discovery, and assemble proper documentation for trial.

*Upon successful completion of this course, students should be able to: Identify and utilize concepts and terminologies of tort law and related constitutional issues.*

*Analyze and distinguish mental states such as scienter, intent, neglect, recklessness and corresponding defenses such as insanity, compulsion, and mistake.*

*Apply basic internet and computer assisted legal research (CALR) tools to write legal case briefs in the FIRAC (Fact/Issue/Rules/Analysis/Conclusion) format.*

*Draft filings such as complaint, answer, motions, and briefs.*

*Describe the litigation process and analyze the evidentiary requirements of various burdens of proof.*

*Distinguish between the various methods of resolving conflict, including court litigation and alternative dispute resolution.*

*Identify various ethical issues that paraprofessionals are likely to encounter such as the unauthorized practice of law, client confidentiality and conflict of interest.*

Prerequisite: LGL 120 with grade of C or better.

**3 Credits3-0-3**

**LGL 211 Civil Litigation and Tort Applications**

(Formerly PLG 211) This course focuses on the application of the principles and laws learned in Civil Litigation and Tort Principles course. Emphasis is placed on providing an overview of the entire civil litigation process and the different professional roles in that process. Students will learn to do legal research, analyze and think critically, draft cohesive legal documents, and write briefs necessary to the trial and appellate process. Additionally, all PLG courses are being changed to LGL as a result of changing the program name to Legal and Paralegal Studies (LGL). This change is being made because the courses taught in this program are relevant not only to teach students who wish to pursue a paralegal career path, but also to address the needs of students who wish to pursue higher education in the law. The new program will allow students to either chose an immediate career as a paraprofessional or transfer seamlessly to a four-year institution for further studies.

*Upon successful completion of this course, students should be able to: Identify and discuss the rules of litigation and the elements of discovery.*

*Conduct legal research and write legal case briefs in the FIRAC format.*

*Apply Court Rules of Civil Procedure and Rules of Evidence when filing and drafting trial and appellate court documents.*

*Prepare draft discovery documents, summons, pleadings and other trial practice documents.*

*Learn to obtain evidence and conduct discovery in civil litigation both from informal investigation and formal discovery, which may include the utilization of e-Discovery software.*

*Describe the litigation process and sequence of the appellate system, including notice of appeal and scheduling orders.*

*Examine the ethical challenges encountered by paraprofessionals in the civil litigation process, such as the unauthorized practice of law, client confidentiality and conflict of interest.*

Prerequisite: LGL 210.

**3 Credits3-0-3**

**LGL 220 Real Estate Law**

(Formerly PLG 220) This course provides an introduction to real-property law. Emphasis is placed on real estate fundamentals, material devoted to the legal concepts of ownership, the laws that govern real estate transactions, and material that discusses brokerage and related activities. In addition, this course examines the tasks performed by lawyers and their representatives in representing buyers and sellers in the transfer of real property interest and the relationships between landlords and tenants. Discussion and analysis of real-property law includes possession, ownership and transfer of real property, land-use controls, environmental issues, contracts, agreements and financing, federal and state laws and regulations, taxes and liens, land title issues, ethics, and the business of real estate.

*Upon successful completion of this course, students should be able to:*

*Identify concepts and terminologies applicable to property law.*

*Research statutes and case law required in real estate transactions and write case briefs in the FIRAC (Fact/Issue/Rules/Analysis/Conclusion) format, applying internet and Lexis research skills.*

*Apply critical thinking and problem-solving skills to hypothetical case scenarios based on property laws.*

*Prepare forms common to real estate transactions.*

*Draft legal documents commonly used in the practice of real estate, such as easements, residential and commercial leases, agreement of sale, memoranda, client correspondence, etc.*

*Identify relevant ethical and constitutional issues pertinent to the practice of real estate law.*

*Conduct legal research using computer assisted legal research (CALR) tools common in the industry.*

Prerequisite: LGL 140.

**3 Credits3-0-3**

**LGL 230 Will, Trusts, and Estates**

(Formerly PLG 230) This course is designed to provide students with an overview of wills, trust, estate planning and administration, with a focus on rules pertaining to each practice area under Pennsylvania and Federal laws. The purpose of this course is to educate and raise awareness of the importance of estate planning and the resulting impact upon death. Students will learn to communicate professionally and draft documents accurately.

*Upon successful completion of this course, students should be able to:*

*Identify concepts and terminologies related to estate planning, wills, trusts, durable living wills, power of attorneys and between a testate and intestate decedent.*

*Describe and analyze the probate process and the requisite forms for completing this process from beginning to end.*

*Apply analytical skills to draft case briefs in the FIRAC (Fact/Issue/Rules/Analysis/Conclusion) format.*

*Draft documents and correspondence regularly used in trust, wills and estates law practice with accuracy and attention to details.*

*Interact with clients professionally and effectively through the DCCC annual wills clinic or other projects under the guidance of an attorney instructor or legal practitioner.*

*Identify ethical concerns and responsibilities that may arise when conducting legal business under the supervision of an attorney in the practice of estate, trusts and wills.*

*Use and apply modern technologies necessary for online completion, filing, and uploading of estate forms with the local County Register of Wills Office and Orphan's Courts, as well as the Adobe Pro Program.*

Prerequisite: LGL 110 with grade of C or better.

**3 Credits3-0-3**

**LGL 240 Criminal Law and Procedure**

(Formerly PLG 240) This course introduces students to the foundations of criminal law and rules of criminal procedure. The course emphasizes the nature of the criminal process as a legal framework that consists of rules designed to ensure proper and fair enforcement of substantive and procedural criminal law and the adjudication of criminal cases. Students are introduced to crimes against persons and property as well as legal defenses to criminal prosecution. Students are introduced to forms and documents required in the criminal system from discovery of a crime to appeal. This course covers evidentiary issues and constitutional concerns. Students also learn about the procedural protections afforded by the Constitution and the Bill of Rights. An emphasis is placed on the preparation of legal documents relevant to criminal cases and the preparation of cases for trial and appeal. Students will learn about the ethical issues that arise in criminal law practice.

*Upon successful completion of this course, students should be able to:*

*Identify the basic principles and sources of criminal law, differences between classifications and elements of crimes, and standard of proof.*

*Apply basic internet and computer assisted legal research (CALR) tools to draft FIRACs (Fact/Issue/Rules/Analysis/Conclusion).*

*Identify protections guaranteed by the constitution pertaining to criminal law matters such as search and seizure, cruel and unusual punishment, excessive bail, etc.*

*Identify and discuss the stages of a criminal case from discovery and investigation of a crime to arrest, trial, sentencing and appeals process.*

*Organize a case file that contains and preserves the required exhibits and documentation of a criminal matter.*

*Address ethical dilemmas including the distinction between attorney-client privilege and client confidentiality, conflicts of interest, and suspected client or witness perjury.*

*Identify and distinguish between basic written and oral pleadings, such as complaints, indictments, information, trial motions, guilty, not guilty and nolo contendere pleas, and plea agreements.*

Prerequisite: LGL 100 (May be taken concurrently).

**3 Credits3-0-3**



**LGL 241 Administrative Law**

(Formerly PLG 241) This course introduces students to basic principles of administrative law and how government is administered by various departments, agencies, boards and commissions. Emphasis is on obtaining an understanding of the role of administrative agencies in the federal system, how the agencies are created, function and administer government rules, regulations, and policies. The class will also examine the influence of administrative agencies on legislative policies and businesses.

*Upon successful completion of this course, students should be able to:*  
*Identify the role administrative agencies play in the state and federal system.*

*Identify the terminologies used and the procedural rules within the regulatory system.*

*Think critically and problem solve by applying administrative law concepts to hypothetical scenarios.*

*Analyze the influence that the administrative state has on policies established by Congress and how they affect business.*

*Perform client interview, investigation, documentation, and recordkeeping.*

*Conduct legal research using computer assisted legal research (CALR) tools common in the industry.*

*Prepare case briefs in the FIRAC format.*

*Explain legislative delegation of authority to agencies, the basic procedure for administrative rule making, and adjudication.*

*Address various ethical issues that legal paraprofessionals, practicing in federal, state and local regulatory matters are likely to encounter such as the unauthorized practice of law, client confidentiality and conflict of interest.*

Prerequisite: LGL 100 or POL 110 or POL 120

**3 Credits3-0-3**

**LGL 242 Business Organizations**

(Formerly PLG 242) This course focuses on the law of business organizations. It introduces various business entities, such as, sole proprietorships, partnerships and corporations. Each business entity is discussed using a logical life cycle approach; what documents are required to form such an organization, characteristics, advantages, disadvantages, operation, dissolution and tax consequences. Emphasis in the course is on corporations from formation to dissolution. What necessitates the change of a corporate structure and how to implement such change are part of the discussion. The importance of working within the realm of ethical practice in business is impressed upon the students.

*Upon successful completion of this course, students should be able to:*

*Differentiate between a sole proprietorship, the different types of partnerships, and the different types of corporations.*

*Apply basic internet and Lexis legal research skills to conduct online legal research; Prepare partnership/corporate formation documents and write case briefs in the FIRAC (Facts/Issue/Rule/Analysis/Conclusion) format.*

*Create a corporation and identify the characteristics of a corporation that make it an important and separate legal entity.*

*Describe the financial structure of a corporation and the formalities of the operation of a corporation.*

*Differentiate between a corporation which operates in one state and multi-state corporations.*

*Describe the way in which corporate structure can be changed, the reasons that may precipitate such a change, and the documents required to implement the change.*

*Discuss relevant ethical concerns, including conflicts of interest, competence and confidentiality.*

*Apply relevant modern technologies necessary in the practice of business law as well in the operation of businesses.*

Prerequisite: LGL 110 or BUS 100.

**3 Credits3-0-3**

**LGL 243 Bankruptcy Law**

(Formerly PLG 243) This basic introduction to Bankruptcy Law course provides legal studies and paralegal students with a comprehensive overview of bankruptcy law in the United States. The course covers the fundamental principles of bankruptcy law, the procedural and substantive aspects of bankruptcy cases through introduction to the basic statutory and procedural requirements of the U.S. Bankruptcy Code and the Federal Rules of Bankruptcy Procedure, including local rules of bankruptcy procedure. The course introduces the different types of bankruptcy filings and roles of the parties, the debtors, creditors and bankruptcy trustees. The course emphasizes the ethical duties of competence, confidentiality, and conflict of interest issues.

*Upon successful completion of this course, students should be able to:*  
*Identify terminologies and concepts applied to bankruptcy law and practice.*  
*Identify the purposes, policies, and procedures of three main chapters in the Bankruptcy Code, Chapter 7, Chapter 13, Chapter 11.*

*Explain the difference between a bankruptcy and a reorganization plan and the procedures required to process each.*

*Prepare memorandums, forms, petitions, schedules and other required documents in the practice of bankruptcy law.*

*Describe the operation of the bankruptcy system, including the roles of the Creditors and Trustees and the authority of the US Trustee's Office.*

*Explain trustee powers, and the applicable Bankruptcy Procedural Rules in motion practice.*

*Conduct effective client interviews.*

*Resolve hypothetical fact patters through critical thinking and problem-solving skills.*

*Conduct research using computer assisted legal research (CALR) tools common in the industry and draft case briefs in the FIRAC format.*

*Identify ethical considerations and professional responsibilities in bankruptcy practice, including conflicts of interest, competence, and confidentiality.*

*Utilize the Bankruptcy Court's Case Management/Electronic Case Files (CM/ECF) system or other technology.*

Prerequisite: ENG 100.

**3 Credits3-0-3**

**LGL 244 Labor and Employment Law**

(Formerly PLG 244) This course provides students with a foundational understanding of both labor and employment law. It examines the roles, responsibilities, and interactions among employers, employees, and labor unions in the Collective Bargaining process as well as the non-union employer-employee relationship and the proliferation of the various state and federal laws that govern those relationships. Topics of discussion include the statutory foundation for the formation of labor unions, labor and management contract negotiation, unfair labor practices, and alternative dispute resolution such as arbitration and mediation. This course will also focus on Title VII legislation and its legislative progeny which safeguards both union and non-union employee rights by prohibiting employment discrimination based on race, gender, age, disability, and sexual orientation. It further includes the civil litigation processes that arise from such disputes in both federal, state, and the administrative courts.

*Upon successful completion of this course, students should be able to:*  
*Identify concepts, rules, regulations, and statutes applicable to employer/employee relationships under federal and state Labor Law and Employment Law.*

*Identify forums for litigation, rules, procedure, and evidence applicable to administrative proceedings, labor arbitration, and court proceedings involving labor and non-union at-will employment disputes.*

*Analyze the various state and federal legislation, and resulting caselaw, that governs the individual non-union employer and employee relationship.*

*Perform tasks that paraprofessionals provide in administrative proceedings, arbitration, court proceedings involving labor disputes, as well as during a collective bargaining negotiation.*

*Explain the various components of collective bargaining contracts and their terms, negotiation strategies, and contractual due process rights.*

*Conduct research using computer assisted legal research or CALR tools common in the industry.*

*Analyze ethical dilemmas related to administrative law practice such as client confidentiality, competence, and conflicts of interest.*

Prerequisite: ENG 100.

**3 Credits3-0-3**

**LGL 246 Elder Law**

(Formerly PLG 246) This course will cover various aspects of law that have particular application to the elderly client. As more and more Americans age, legislators, jurists, and other legal professionals have to address the social and legal needs of the elderly including healthcare, employment, housing, guardianship, and elder abuse problems.

*Upon successful completion of this course, students should be able to:*  
*Discuss the legal terminology and concepts essential to the practice of elder law.*

*Identify statutes and regulations enacted to assist the elderly.*

*Recognize the physical, legal, and constitutional challenges impacting the health care, employment, and income of the elderly.*

*Describe guardianship and the legal and ethical obligations of the guardian.*

*Review facts and circumstances that indicate possible elder abuse and potential legal remedies.*

*Identify the agencies that provide assistance to the elderly.*

*Identify statutes and regulations enacted to assist the elderly.*

*Conduct research using computer assisted legal research or CALR tools common in the industry and draft case briefs in the FIRAC format.*

*Apply technologies, such as internet access to social security and VA benefit applications and agency assistance applications.*

Prerequisite: ENG 100.

**3 Credits3-0-3**