LAWS899

Professional and Community Engagement

S1 External 2017

Dept of Law

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General Information

Unit convenor and teaching staff
Unit Convenor
Debra Ronan
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Contact via debra.ronan@mq.edu.au
W3A 518
Wednesday 12 - 4

Credit points
4

Prerequisites
48cp in LAW or LAWS units at 600 level or above and permission by special approval

Corequisites

Co-badged status

Unit description
This unit will fulfil the professional and community engagement (PACE) criteria for JD students through student involvement in new and existing, local and international partnerships between Macquarie University and the legal profession and community through participation in a variety of workplace experiences including law firms, legal centres, community-based legal organisations and services, government agencies and not-for-profit organisations. There will be a variety of ways that students will be able to engage with the real world application of legal skills and principles developed in earlier units of study either through internships, clerkships and voluntary or paid legally related employment. In line with the university's PACE initiatives, the unit aims to provide students with a broad social perspective, critical thinking skills and the technical competence that employers value.

Important Academic Dates

Information about important academic dates including deadlines for withdrawing from units are available at https://www.mq.edu.au/study/calendar-of-dates

Learning Outcomes

On successful completion of this unit, you will be able to:

Demonstrate an advanced understanding of the social, political, ethical and legal issues involved in the provision of legal advice and services either through private practice or through public advocacy; or community legal centre practices

Demonstrate a high level appreciation of the personal and professional demands on, and expectations of, a lawyer in practice. In particular issues of honesty, trust and professional ethical duties to clients, the court and to society in general are addressed.
Identify and respond to ethical issues appropriately
Critique current practices and regulation of the legal profession.
Where appropriate apply practical skills necessary in legal practice, including: • preparing file notes • drafting legal correspondence • preparing court documents • conducting client interviewing • conducting legal research
Apply the cognitive, interpersonal and communication skills necessary in legal practice, including: • the ability to engage in reflection and be self- aware • constructive engagement with work colleagues • willing and collaborative participation in the work environment • effective communication • capacity for critical analysis

Assessment Tasks

Name	Weighting	Hurdle	Due
Placement Participation	0%	Yes	Ongoing
Participation Exercises	35%	No	Weeks 4,6,8
Goals and Reflection	25%	No	Weeks 3 and 13
Research Essay	40%	No	Week 11

Placement Participation

Due: **Ongoing**
Weighting: **0%**
This is a hurdle assessment task (see assessment policy for more information on hurdle assessment tasks)

This is a pass/fail component. This is a hurdle requirement meaning that students must pass this component in order to pass the course

To indicate satisfactory attendance and participation, the placement supervisor will certify to the unit convenor that each student:

- attended each day
- responded to directions and carried out required tasks
- participated constructivley in discussions

- acted ethically, i.e respectfully, with apparent honesty, and was aware of potential conflicts of interest

On successful completion you will be able to:

- Demonstrate an advanced understanding of the social, political, ethical and legal issues involved in the provision of legal advice and services either through private practice or through public advocacy; or community legal centre practices
- Demonstrate a high level appreciation of the personal and professional demands on, and expectations of, a lawyer in practice. In particular issues of honesty, trust and professional ethical duties to clients, the court and to society in general are addressed.
- Identify and respond to ethical issues appropriately
- Where appropriate apply practical skills necessary in legal practice, including: • preparing file notes • drafting legal correspondence • preparing court documents • conducting client interviewing • conducting legal research
- Apply the cognitive, interpersonal and communication skills necessary in legal practice, including: • the ability to engage in reflection and be self- aware • constructive engagement with work colleagues • willing and collaborative participation in the work environment • effective communication • capacity for critical analysis

Participation Exercises

Due: **Weeks 4,6,8**
Weighting: **35%**

Students complete set readings and exercises on ethics and regulation of the legal profession; and may be required to participate in on-line discussions, wikis and blogs on ethical issues.

Details of exercises and questions including due dates, submssion and assessment criteria will be discussed at the compulsory seminars, and the exercises will be available on iLearn.

The exercises will be submitted via iLearn by 10pm Friday week 4 (24 March), week 6 (7 April), week 8 (5 May)

On successful completion you will be able to:

- Demonstrate an advanced understanding of the social, political, ethical and legal issues involved in the provision of legal advice and services either through private practice or through public advocacy; or community legal centre practices
- Demonstrate a high level appreciation of the personal and professional demands on, and expectations of, a lawyer in practice. In particular issues of honesty, trust and

professional ethical duties to clients, the court and to society in general are addressed.
- Identify and respond to ethical issues appropriately
- Critique current practices and regulation of the legal profession.

Goals and Reflection

Due: **Weeks 3 and 13**
Weighting: **25%**

This exercise involves two stages:

1. Following the week 2 seminar, students complete a skills checklist, then develop goals for their placement and consider the means by which they will be achieved. Templates for the exercise are provided.

2. In week 13 students prepare a goal outcomes report and personal reflection; and set future short and long term goals

Full details of this exercise, including guidelines and assessment criteria will be discussed at the week 2 seminar, and provided on i-Learn.

The skills checklist and goal setting exercise will be submitted via iLearn by 10pm Friday week 3 (17 March)

The reflective report will be submitted via iLearn by 10pm Friday week 13 (9 June)

On successful completion you will be able to:

- Demonstrate a high level appreciation of the personal and professional demands on, and expectations of, a lawyer in practice. In particular issues of honesty, trust and professional ethical duties to clients, the court and to society in general are addressed.
- Apply the cognitive, interpersonal and communication skills necessary in legal practice, including: • the ability to engage in reflection and be self- aware • constructive engagement with work colleagues • willing and collaborative participation in the work environment • effective communication • capacity for critical analysis

Research Essay

Due: **Week 11**
Weighting: **40%**

Students are required to critique current practices and regulation of the legal profession. Students may choose one out of a number of questions that will be provided on iLearn

OR

Students may nominate their own essay topic. Students may identify an issue relating to an area of professional practice that in their opinion needs to be improved; and will prepare a critique of

current practices and regulation in the area, suggestions for change, and what they as a practitioner would do in response to the issue. Students nominating their own topic must seek approval from the convenor for their topic before the end of week 7.

Further details of this assessment task will be provided at the week 2 seminar, and the set questions will be posted on i-Learn.

The research essay will be submitted via Turnitin on iLearn by 10pm Friday week 11 (26 May)

On successful completion you will be able to:

- Identify and respond to ethical issues appropriately
- Critique current practices and regulation of the legal profession.

Delivery and Resources

Online units can be accessed at: http://ilearn.mq.edu.au/.

PC and Internet access are required. Basic computer skills (e.g., internet browsing) and skills in word processing are also a requirement.

Assessment values have changed from the previous offering of the unit

Unit Schedule

Professional / Community Participation:

Students will engage in at least 60 hours of work experience at a law firm, legal centre, community based legal organisation or service, government agency, not-for-profit organisation or other relevant body.

Macquarie Seminars:

Week 2: Getting ready for your placement. Placement orientation, aims and goals setting. Review of regulation of the legal profession; what is meant by professional responsibility, ethics.

Week 3: Reflective Thinking and Practice recorded seminar and slides

Week 12: Debrief - Career Planning and Next Steps video seminar.

Assessments

Weeks 2-3: Skills Checklist and Goal Setting exercise

Weeks 4,6,8: Set readings, complete exercises and participate in on-line discussions, wikis and blogs on ethical issues.

Week 11: Research Essay

Week 13: Reflective Report

Policies and Procedures

Macquarie University policies and procedures are accessible from Policy Central. Students should be aware of the following policies in particular with regard to Learning and Teaching:

Academic Honesty Policy http://mq.edu.au/policy/docs/academic_honesty/policy.html

Assessment Policy http://mq.edu.au/policy/docs/assessment/policy_2016.html

Grade Appeal Policy http://mq.edu.au/policy/docs/gradeappeal/policy.html

Complaint Management Procedure for Students and Members of the Public http://www.mq.edu.au/policy/docs/complaint_management/procedure.html

Disruption to Studies Policy (in effect until Dec 4th, 2017): http://www.mq.edu.au/policy/docs/disruption_studies/policy.html

Special Consideration Policy (in effect from Dec 4th, 2017): https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policies/special-consideration

In addition, a number of other policies can be found in the Learning and Teaching Category of Policy Central.

Student Code of Conduct

Macquarie University students have a responsibility to be familiar with the Student Code of Conduct: https://students.mq.edu.au/support/student_conduct/

Results

Results shown in *iLearn*, or released directly by your Unit Convenor, are not confirmed as they are subject to final approval by the University. Once approved, final results will be sent to your student email address and will be made available in eStudent. For more information visit ask.mq.edu.au.

In the absence of a successful application for special consideration due to a disruption to studies, any assessment task submitted after its published deadline will not be graded and will receive a mark of zero. Applications for a Disruption to Studies are made electronically via ask.mq.edu.au and should be accompanied by supporting documentation. Students should refer to the Disruption to Studies policy for complete details of the policy and a description of the supporting documentation required.

Word limits will be strictly applied and work above the word limit will not be marked.

All assessments in the unit are to be submitted electronically. Plagiarism detection software is used in this unit.

Student Support

Macquarie University provides a range of support services for students. For details, visit http://students.mq.edu.au/support/

Learning Skills

Learning Skills (mq.edu.au/learningskills) provides academic writing resources and study strategies to improve your marks and take control of your study.

- Workshops
- StudyWise
- Academic Integrity Module for Students
- Ask a Learning Adviser

Student Services and Support

Students with a disability are encouraged to contact the Disability Service who can provide appropriate help with any issues that arise during their studies.

Student Enquiries

For all student enquiries, visit Student Connect at ask.mq.edu.au

IT Help

For help with University computer systems and technology, visit http://www.mq.edu.au/about_us/offices_and_units/information_technology/help/.

When using the University's IT, you must adhere to the Acceptable Use of IT Resources Policy. The policy applies to all who connect to the MQ network including students.

Graduate Capabilities

PG - Capable of Professional and Personal Judgment and Initiative

Our postgraduates will demonstrate a high standard of discernment and common sense in their professional and personal judgment. They will have the ability to make informed choices and decisions that reflect both the nature of their professional work and their personal perspectives.

This graduate capability is supported by:

Learning outcomes

- Demonstrate an advanced understanding of the social, political, ethical and legal issues involved in the provision of legal advice and services either through private practice or through public advocacy; or community legal centre practices
- Demonstrate a high level appreciation of the personal and professional demands on, and

expectations of, a lawyer in practice. In particular issues of honesty, trust and professional ethical duties to clients, the court and to society in general are addressed.

- Apply the cognitive, interpersonal and communication skills necessary in legal practice, including: • the ability to engage in reflection and be self- aware • constructive engagement with work colleagues • willing and collaborative participation in the work environment • effective communication • capacity for critical analysis

Assessment tasks

- Placement Participation
- Participation Exercises
- Goals and Reflection

PG - Discipline Knowledge and Skills

Our postgraduates will be able to demonstrate a significantly enhanced depth and breadth of knowledge, scholarly understanding, and specific subject content knowledge in their chosen fields.

This graduate capability is supported by:

Learning outcome

- Where appropriate apply practical skills necessary in legal practice, including: • preparing file notes • drafting legal correspondence • preparing court documents • conducting client interviewing • conducting legal research

Assessment task

- Placement Participation

PG - Critical, Analytical and Integrative Thinking

Our postgraduates will be capable of utilising and reflecting on prior knowledge and experience, of applying higher level critical thinking skills, and of integrating and synthesising learning and knowledge from a range of sources and environments. A characteristic of this form of thinking is the generation of new, professionally oriented knowledge through personal or group-based critique of practice and theory.

This graduate capability is supported by:

Learning outcome

- Critique current practices and regulation of the legal profession.

Assessment tasks

- Participation Exercises
- Research Essay

PG - Research and Problem Solving Capability

Our postgraduates will be capable of systematic enquiry; able to use research skills to create new knowledge that can be applied to real world issues, or contribute to a field of study or practice to enhance society. They will be capable of creative questioning, problem finding and problem solving.

This graduate capability is supported by:

Learning outcome

- Critique current practices and regulation of the legal profession.

Assessment tasks

- Participation Exercises
- Research Essay

PG - Effective Communication

Our postgraduates will be able to communicate effectively and convey their views to different social, cultural, and professional audiences. They will be able to use a variety of technologically supported media to communicate with empathy using a range of written, spoken or visual formats.

This graduate capability is supported by:

Learning outcomes

- Critique current practices and regulation of the legal profession.
- Apply the cognitive, interpersonal and communication skills necessary in legal practice, including: • the ability to engage in reflection and be self- aware • constructive engagement with work colleagues • willing and collaborative participation in the work environment • effective communication • capacity for critical analysis

Assessment tasks

- Placement Participation
- Participation Exercises
- Goals and Reflection
- Research Essay

PG - Engaged and Responsible, Active and Ethical Citizens

Our postgraduates will be ethically aware and capable of confident transformative action in relation to their professional responsibilities and the wider community. They will have a sense of connectedness with others and country and have a sense of mutual obligation. They will be able to appreciate the impact of their professional roles for social justice and inclusion related to national and global issues

This graduate capability is supported by:

Learning outcomes

- Identify and respond to ethical issues appropriately
- Critique current practices and regulation of the legal profession.

Assessment tasks

- Placement Participation
- Participation Exercises
- Research Essay