



# LAWS899

## Professional and Community Engagement

S3 Day 2017

*Dept of Law*

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#### **Disclaimer**

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## General Information

Unit convenor and teaching staff

Unit Convenor

Debra Ronan

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W3A 518

Consultation is with Lisa McLoughlan

Co-Convenor

Lisa McLoughlan

[lisa.mcloughlan@mq.edu.au](mailto:lisa.mcloughlan@mq.edu.au)

By appointment

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
<u>Placement Participation</u>	0%	Yes	Ongoing
<u>Skills and Goals</u>	5%	No	Friday 8 December 2017
<u>Regulation Exercises</u>	35%	No	Monday 8 January 2018
<u>Research Essay</u>	40%	No	Monday 22 January 2018
<u>Reflective Report</u>	20%	No	Monday 29 January 2018

### 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. It 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 constructively 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

## Skills and Goals

Due: **Friday 8 December 2017**

Weighting: **5%**

This assessment involves assessing your own skills, and setting goals for your placement. This must be completed in week 1.

This goal setting exercise involves the following stages completed on templates that are provided on iLearn:

1. Skills Checklist - complete before / after the first seminar. You must have completed a skills checklist prior to setting your goals.
2. 'My Goals' goal Setting Exercise - complete after the skills checklist, and after listening to the

recorded lecture.

### **Skills Checklist and 'My Goals' Submission**

The due time and date for this assessment **10pm on Friday 8 December 2017**. It should be submitted via the link on iLearn

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.

## **Regulation Exercises**

Due: **Monday 8 January 2018**

Weighting: **35%**

This assessment requires completion of set readings and 2 x 1000 word exercises on ethics and regulation of the legal profession. You should commence the readings in week 2 for submission in week 4

Details of exercises will be discussed in the recorded lecture, and full details will be provided on iLearn.

### **Participation Exercise Submission**

The due time and date for this assessment **10pm on Monday 8 January 2018**. It should be submitted via the link on iLearn

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: **Monday 22 January 2018**

Weighting: **40%**

You will be required to complete a research critique of current practices and / or regulation of the legal profession. Questions will be provided on iLearn.

Further details of this assessment task will be provided in the recorded lecture, and the set questions will be posted on i-Learn.

### Research Essay Submission

The due time and date for this assessment is **10pm on Monday 22 January 2018**. It should be submitted via the Turnitin link on iLearn

**Further details of this assessment task will be provided in the recorded lecture, and the set questions will be posted on i-Learn.**

On successful completion you will be able to:

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

## Reflective Report

Due: **Monday 29 January 2018**

Weighting: **20%**

This 1000 word assessment task requires you to assess whether you achieved the goals you set for your session 3 placement, and to reflect on your placement as a whole. The assessment is in 2 parts:

1. Assessment of goals, and setting future short and long term goals (5 marks)
2. A personal report that reflects on your placement experience ( 15 marks)

Full details of this exercise, including guidelines and assessment criteria will be discussed in the recorded 'Reflective Thinking and Writing' tutorial, and are on i-Learn.

### Reflective Report Submission

The due time and date for this assessment is **10pm on Monday 29 January 2018**. It should be

submitted via the link on iLearn

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

## 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

## 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](http://mq.edu.au/policy/docs/academic_honesty/policy.html)

Assessment Policy [http://mq.edu.au/policy/docs/assessment/policy\\_2016.html](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](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](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/](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](http://ask.mq.edu.au).

## 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](http://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](http://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/](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
- Skills and Goals
- Regulation Exercises

## **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**

- Skills and Goals
- 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**

- Skills and Goals
- 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

- Skills and Goals
- Regulation Exercises
- Research Essay
- Reflective Report

## 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
- Skills and Goals
- Research Essay
- Reflective Report