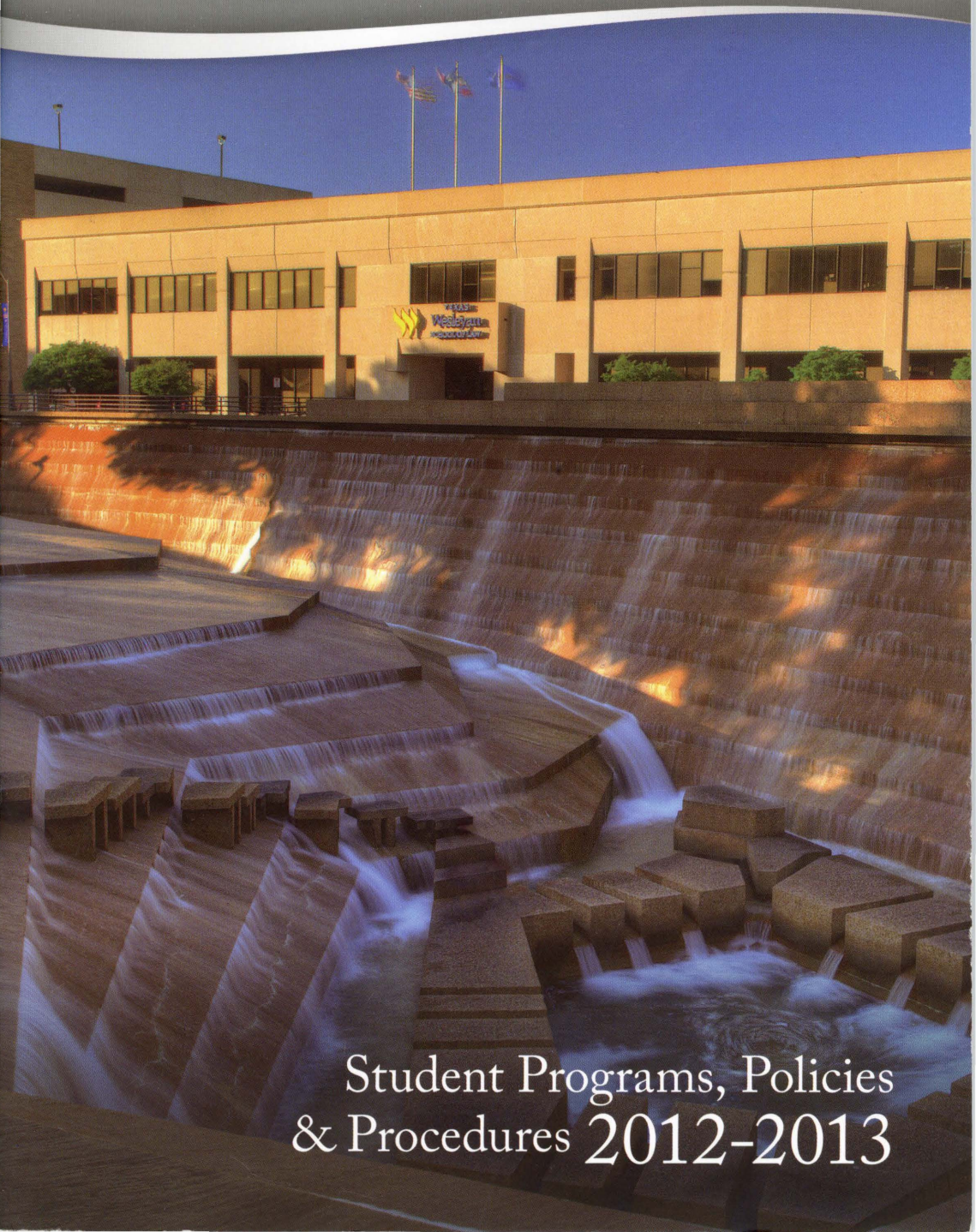




Texas Wesleyan
SCHOOL OF LAW



Student Programs, Policies
& Procedures 2012-2013

MISSION STATEMENT



To provide excellence in legal education,
emphasizing service to our diverse student body,
our profession, and our community.

Texas Wesleyan School of Law is fully accredited by the Council of the Section of Legal Education and Admissions to the Bar of the American Bar Association, 321 N. Clark Street, Chicago, IL 60610, 800-285-2221, www.abanet.org.

Texas Wesleyan University is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award baccalaureate, master's, and doctoral level degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 (website: www.sacscoc.org) only for questions relative to the accreditation of Texas Wesleyan University.

Texas Wesleyan University shall not discriminate against any individual because of race, color, religion, creed, national or ethnic origin, gender, age, disability, veteran's status, sexual orientation or any other reason prohibited by applicable federal, state or local laws.

The statements in this publication are for information only and do not constitute a contract between the student and Texas Wesleyan University. Degree requirements in force at the time of initial enrollment will be honored for an individual student. However, the university reserves the right to change any policy,

requirement, or fee at any time during the student's enrollment.

Texas Wesleyan University, founded in 1890 in Fort Worth, is a United Methodist institution with a tradition in the liberal arts and sciences and a focus on professional and career preparation. Our mission at Texas Wesleyan University is to develop students to their full potential as individuals and as members of the world community. The University is committed to the principles that each student deserves personal attention and that all members of the academic community must have freedom to pursue independent thought and to exercise intellectual curiosity. The University actively seeks and employs faculty and staff with commitment and dedication to teaching, inspiring, and serving students. Texas Wesleyan University recognizes its responsibility to the community by providing leadership and talent through programs that enable and enrich society.

The University endeavors to create a learning environment where each student is provided an opportunity to pursue individual excellence, to think clearly and creatively, and to communicate effectively. The University also strives to develop a sense of civic responsibility and spiritual sensitivity, with a commitment to moral discrimination and action. Texas Wesleyan University strives to

develop informed, responsible, and articulate citizens.

Texas Wesleyan University aspires to be a values- and student-centered university where motivated students prepare for graduate school and leadership in professional careers.

This vision is premised upon the understanding that professional employers seek individuals who have attained the essential skills of critical thinking, analytical reasoning and creative problem solving. Texas Wesleyan believes that the best way for undergraduate students to learn these skills is in a liberal arts setting through intentionally small classes led by gifted faculty who are committed to student success. This vision also recognizes that most students will need graduate professional degrees to further their careers and that these same skills are required for admission to and successful completion of graduate professional programs. Realizing that most students will enter the workforce before returning to graduate school, Texas Wesleyan University will maintain graduate professional programs of high quality in formats that are accessible to working adults. These programs will focus on deepening and broadening critical thinking, analytical reasoning and creative problem solving skills in the context of professional content.

TABLE OF CONTENTS

The Academic Program	4	Publication.....	30
Full-Time Day Division	4	Course Descriptions	31
Part-Time Day Division	4	Lockstep Courses.....	31
Part-Time Evening Division	5	Advanced Required Courses.....	31
Advanced Required Courses.....	5	Core Curriculum Elective Courses	33
Equal Justice Program.....	5	General Curriculum Elective Courses	34
Certificate Programs.....	5	Practicum Courses.....	42
Externship Program	5	Competitions.....	44
Skills Training.....	6	Seminar Courses.....	44
Law Clinic.....	6	Faculty & Administration	48
Audit Policy.....	6	Faculty.....	48
Expenses	7	Law School Administration	56
Tuition.....	7	University Officers.....	57
Fees	7	Student Life	58
Payment of Accounts.....	7	Health Services.....	58
Tuition and Fee Refund Policy.....	7	Glick House Community	
Scholarships & Financial Aid	8	Counseling Center.....	58
Scholarships	8	Law School Bookstore.....	59
Employment Opportunities.....	8	Recreational Facilities.....	59
Grants.....	8	Access to Student Records	59
Loans.....	8	Parking at the Law School.....	59
Process	9	Children in the Law School Policy.....	59
FAFSA	9	Hoarding & Commencement Ceremony.....	59
Academic Progress Standards.....	9	Publications.....	59
Academic Standards	10	Competitions.....	60
Function of These Standards	10	Organizations.....	60
Categories of Students	10	Policies & Procedures	
Curriculum.....	11	for Students with Disabilities.....	63
Registration.....	13	The Law Library	64
Attendance	13	Law Library Faculty.....	65
Examinations.....	15	Career Services	68
Papers and Projects.....	16	Unified Harassment &	
Grades and Grading Policies.....	16	Discrimination Policy	70
Student Retention.....	17	Statement	70
Leaves of Absence	19	Complaint Procedures in General.....	71
Change of Status, Division or Sequence.....	20	Lodging of Complaint Against	
Graduation Requirements.....	21	a Faculty Member.....	71
Appendix A	21	Lodging of Complaint Against a Staff	
Appendix B	22	Employee, Guest or Vendor	72
Code of Conduct	24	Lodging of Complaint Against a Student.....	73
Policy & Statement of Purpose		University Complaint Policies	74
and Application.....	24	Policy on Written Student Complaints.....	74
Definitions	24	Campus Conduct Hotline.....	74
Standards of Conduct.....	24	Academic Calendar	75
Reporting Charges of Misconduct	27		
Procedures for Administration.....	27		
Sanctions.....	29		

THE ACADEMIC PROGRAM

The *juris doctor* degree is conferred on students who satisfactorily complete a 90-credit course of study (including all lockstep and advanced required courses, and for students matriculating in or after the fall of 2010, a 3-credit oral skills requirement) and a 30-hour *pro bono* requirement. The curriculum consists of lockstep courses (required courses that must be taken in a prescribed sequence), advanced required courses, core curriculum electives, and general curriculum electives. In addition to providing a solid grounding in the basics of the law, the school's curriculum offers many opportunities for students to take courses in a variety of specialized areas.

Full-Time Day Division

Full-time day students are admitted in the fall of each academic year. The full-time day division program is a three-year course of study consisting of 14-week fall and spring semesters. A seven-week summer session with a limited course schedule is offered.

A full-time student is required to take between 13 and 16 credits each semester and may take up to 8 credits in the summer session and 2 credits in the winter session.

The following sequence of courses is for students enrolling in or after fall 2011. For the sequence of courses for students enrolled prior to fall 2011, see Appendices A and B, Academic Standards, pages 21-22.

Schedule

Classes are scheduled Monday through Friday between 8:00 a.m. and 6:15 p.m., and they vary in length from one to two hours. Some weekend classes are also offered, and they may be scheduled for several hours at a time.

Classes

The prescribed sequence of lockstep courses for full-time day students is:

First semester (fall) courses:

Criminal Law	4 credit hours
Legal Analysis, Research & Writing I	3 credit hours
Legislation & Regulation	3 credit hours
Torts	4 credit hours

Second semester (spring) courses:

Civil Procedure	4 credit hours
Contracts	4 credit hours
Legal Analysis, Research & Writing II	3 credit hours
Property	4 credit hours

Third semester (fall) course:

Constitutional Law	4 credit hours
--------------------	----------------

Part-Time Day Division

Part-time day students are admitted in the fall of each academic year. The part-time day division program is generally a four-year course of study consisting of 14-week fall and spring semesters. Part-time students may also choose from a limited course schedule during the seven-week summer session.

A part-time day student is required to take between 8 and 12 credits per semester and may take up to 6 credits in the summer session and 2 credits in the winter session.

The following sequence of courses is for students enrolling in or after fall 2011. For the sequence of courses for students enrolled prior to fall 2011, see Appendices A and B, Academic Standards, pages 21-22.

Schedule

Classes are scheduled Monday through Friday between 8:00 a.m. and 6:15 p.m., and they vary in length from one to two hours. Some weekend classes are also offered, and they may be scheduled for several hours at a time.

Classes

The prescribed sequence of lockstep courses for part-time day students is:

First semester (fall) courses:

Criminal Law	4 credit hours
Legal Analysis, Research & Writing I	3 credit hours
Torts	4 credit hours

Second semester (spring) courses:

Contracts	4 credit hours
Legal Analysis, Research & Writing II	3 credit hours
Property	4 credit hours

Third semester (fall) courses:

Constitutional Law	4 credit hours
Legislation & Regulation	3 credit hours

Fourth semester (spring) course:

Civil Procedure	4 credit hours
-----------------	----------------

Part-Time Evening Division

Part-time evening students are admitted in the fall of each academic year. The part-time evening division program is a four-year course of study consisting of 14-week fall and spring semesters. A seven-week summer session with a limited course schedule is offered.

A part-time evening student is required to take between 8 and 12 credits per semester and may take up to 6 credits in the summer session and 2 credits in the winter session.

The following sequence of courses is for students enrolling in or after fall 2011. For the sequence of courses for students enrolled prior to fall 2011, see Appendices A and B, Academic Standards, pages 21-22.

Schedule

Evening classes are scheduled Monday through Thursday, with an occasional course offered on a Friday. Classes vary in length from one to two hours and are scheduled between 6:00 and 10:00 p.m. Some weekend classes are also offered, and they may be scheduled for several hours at a time.

Classes

The prescribed sequence of lockstep courses for part-time evening students is:

First semester (fall) courses:

Criminal Law	4 credit hours
Legal Analysis, Research & Writing I	3 credit hours
Torts	4 credit hours

Second semester (spring) courses:

Contracts	4 credit hours
Legal Analysis, Research & Writing II	3 credit hours
Property	4 credit hours

Third semester (fall) courses:

Civil Procedure	4 credit hours
Legislation & Regulation	3 credit hours

Fourth semester (spring) course:

Constitutional Law	4 credit hours
--------------------	----------------

Advanced Required Courses

In addition to the required lockstep courses, all students must successfully complete these courses:

Business Associations	4 credit hours
Criminal Procedure	3 credit hours
Evidence	4 credit hours
Legal Analysis, Research & Writing III	2 or 3 credit hours
Professional Responsibility	2 credit hours
Wills & Estates	3 credit hours

Equal Justice Program

In keeping with its mission to provide excellence in legal education and emphasizing service to its diverse student body, the legal profession, and its community, the law school requires each student to perform 30 hours of law-related *pro bono* service through the Equal Justice Program. Students must complete the *pro bono* requirement by the last day of law school classes in the semester in which graduation will occur.

The program's purpose is twofold. First, it ensures that students will have the opportunity to practice lawyering skills in a real-world setting before graduation. Second, it imparts to our students the value that Texas Wesleyan places on giving back to the community.

Certificate Programs

The law school currently offers certificate programs in the areas of Intellectual Property, Estate Planning, Family Law, Dispute Resolution, and Business Law. A certificate program is a specialized course of study analogous, in some ways, to a major in college. Each program requires a minimum grade point average in at least 16 hours of qualifying upper-level courses. Additional information about the law school's certificate programs is available from Student Services and will be included in the registration materials each semester or session.

Externship Program

The externship program enables students to work with practicing attorneys for academic credit and provides supervision for practice in trial and appellate courts, federal and state government entities, and public interest organizations. Students perform legal tasks and apply academic studies to real cases, gaining valuable insight into the operation of legal institutions. Students gain significant legal experience in areas such as interviewing, researching, drafting, negotiating, counseling clients, and/or alternative dispute resolution. Externships are unpaid positions that require prescreening. To be

eligible for placement, students must have completed a minimum of 45 hours and have at least a 2.5 GPA.

Skills Training

To help students develop necessary practical lawyering skills, the law school offers practicum courses in substantive areas of law and practice. These courses engage students in the supervised practical application of previously studied theory. (See the Practicum Courses section on page 42 for more information.)

The law school also provides mock trial and moot court programs, with a required intramural program in the first year, voluntary intramural competitions for upper division students, and participation in several regional and national competitions.

Law Clinic

The Law Clinic is a law office operated by law students and a faculty supervisor. In the clinic, students earn class credit while representing indigent clients in court under the direction of the faculty supervisor.

Audit Policy

Students who are currently enrolled in Texas Wesleyan School of Law may audit a class offered by the law school after they have completed their first year (full-time students) or their first two years (part-time students) if space is available, the professor approves, and the appropriate fee is paid.

A graduate of Texas Wesleyan School of Law or any other law school may audit a class offered by the law school if space is available in the class and the professor approves. The fee for alumni to audit one class is 50 percent of the highest credit hour fee charged to current students; the fee for other law graduates is the full fee for the credit hour charged to current students.

A graduate of Texas Wesleyan School of Law or any other law school may audit classes for the purpose of qualifying to retake the Texas bar exam, with approval of the Associate Dean for Academic Affairs. A letter requesting to audit classes for this purpose must be submitted to the Associate Dean for Academic Affairs. In addition, scores from the graduate's bar exam and the letter from the State Bar of Texas instructing the graduate to retake courses as a prerequisite to sitting for future bar exams must be submitted to the Associate Dean for Academic Affairs. Such audits are subject to space availability in the class and the approval of the professor. The fee for a graduate of Texas Wesleyan School of Law to audit classes for the purpose of retaking the bar exam is one-third of the highest credit hour

charged to the current students; the fee for other law graduates is the full fee for the credit hour charged to current students.

No credit hours are earned when a course is audited.

Auditing of a law school class is not permitted by a person, other than a current student, who has not graduated from a law school.

See also: Academic Standards, Section 3.8. ■

EXPENSES

The law school operates on a block tuition policy. Tuition and general fees vary by course load. For 2012-13, the tuition schedule is as follows:

Tuition

13-16 hours: block tuition \$14,875 (full-time)
9-12 hours: block tuition \$10,485 (part-time)
8 hours and below: \$1,000 per hour

Fees

Application fee: \$55
Graduation fee: \$150
General fees: \$415 per semester
 \$200 per summer session

Students can expect tuition and fees to increase during law school attendance. All tuition and fees are subject to change without notice.

Payment of Accounts

Tuition and fees for each academic period are due and payable upon registration. All checks should be made payable to Texas Wesleyan University. Payment may also be made using Visa, MasterCard, American Express, or Discover.

Delinquent Accounts

A student who has a past due account will have a financial hold placed on his or her student record and will not be permitted to register for the following semester. Any student with an account more than 30 days past due may be withdrawn from classes. The student will remain responsible for all the semester charges. In the event an account is sent to an outside agency for collection, any collection or legal fees will be the responsibility of the student.

A student graduating will not be allowed to participate in graduation ceremonies if there is an outstanding balance.

Tuition Payment Plan

A student may set up his or her payment plan online by using an e-Cashier automatic payment plan. Payments are made with either a credit/debit card or an automatic bank transfer (ACH). Payments are processed

automatically on the 5th of each month and will continue until the balance is paid in full. A student's account will increase and decrease accordingly to ensure the account is satisfied with Texas Wesleyan University. A nonrefundable participation fee will be collected once the payment plan is set up. There is also a nonrefundable fee if a payment is returned.

For more information about setting up a payment plan, visit www.law.txwes.edu, log in to "My Services" and click on "Automatic Payment Plan."

Tuition and Fee Refund Policy

In fall and spring semesters, dropping classes has no effect on tuition if a student's course load stays in the same tuition block. Summer session is billed per credit hour. Tuition is refunded as follows:

- 100% tuition refund if a course is dropped by the day before the first class meeting.
- 80% tuition refund if a course is dropped after the first class meeting but by the day before the second class meeting (within 5% of class calendar days).
- 60% tuition refund if a course is dropped after the second class meeting but by the day before the third class meeting (within 10% of class calendar days).
- No tuition refund if a course is dropped after the third class meeting (after 10% of class calendar days).

General fees are nonrefundable unless a student withdraws from all courses by the day before his or her first class begins.

Financial Aid Recipients

For all students receiving financial aid assistance, the amount of refund to be released to the student may be adjusted because of revision of aid awarded based on number of hours enrolled.

For more information on registration, add/drop policies, and tuition and fee refunds, see Academic Standards, Sections 4, 9.2.3 and 9.2.4. ■

SCHOLARSHIPS & FINANCIAL AID

The law school assists individual students to provide the best financial aid award package the student is eligible to receive. The financial aid award may include several types of assistance for funding a law school education, including scholarships, grants, employment opportunities, and loan programs.

Scholarships

Texas Wesleyan School of Law is committed to helping students fund their legal education by offering numerous scholarship awards each year. When making a scholarship offer, our office of admissions considers academic achievement, aptitude, and professional promise, among other factors.

It is not necessary to complete a separate scholarship application to be considered. Admitted students are automatically considered for scholarships, and awarded students are notified by mail together with or soon after an offer of admission is made. Scholarship award amounts vary, and scholarship awards are maintained each year based on academic performance criteria. Students entering without a scholarship may receive a scholarship after the first academic year based on outstanding law school performance.

All scholarship award offers are based on availability. For additional scholarship information, including scholarship award amounts and scholarship requirements, please contact the admissions office at (817) 212-4040.

Employment Opportunities

For a limited number of students, university employment is available in the law library, the bookstore, and with various professors as research assistants. These positions are subject to an application and interview process. Students may obtain additional information from the library or Student Services.

Grants

A Tuition Equalization Grant is a state grant providing funds to Texas residents who are enrolled full time and who show a demonstrated financial need. The office of financial aid determines individual eligibility based on the results of the Free Application for Federal Student Aid and supporting documents. The grant amount

varies with a maximum award for 2012-13 of \$3,500 per year for full-time enrollment. Awards are made on a first-come, first-served basis and are contingent on appropriation of grant funds by the Texas Legislature.

Loans

Federal Stafford Loans

These loans are fixed interest loans from the William D. Ford Federal Direct Loan Program. Repayment can be deferred until completion of the program of study or until enrollment is less than half time.

The Unsubsidized Federal Stafford Loan is available for all students who would otherwise qualify for a Federal Stafford Loan. Under the Unsubsidized Stafford Loan, the student is responsible for all accrued interest.

A graduate student may be eligible to receive Unsubsidized Federal Stafford Loans up to \$20,500 per year. The standard repayment term for these loans is 10 years, although borrowers can be offered extended repayment terms up to 25 years, if needed. These loans may be included in a federal consolidation loan after the student is out of school. Depending on the student's total debt, the consolidation loan repayment term can be up to 30 years.

Graduate PLUS Loans

These loans are also Federal Direct, fixed interest loans. Standard repayment begins after the loan is fully disbursed, but these loans can be deferred while in school at the student's request. A six month post-enrollment deferment is available to align entry into repayment with Federal Stafford Loans. Graduate PLUS Loans can be obtained by the student as borrower for cost of attendance, less other aid, with no aggregate limit. The borrower must meet credit criteria, and although a credit score is not used to determine eligibility, the student borrower must not have adverse credit as defined in federal regulations. If the student borrower does not qualify for credit approval, an endorser may be obtained to achieve approval.

College Access Loans

College Access Loans are available through the state of Texas to students who have been Texas residents for at least one year before entering school. They can be used to help pay educational expenses beyond Federal

Stafford Loan limits within the university-designated cost of attendance. This loan may be obtained with or without a co-signer. The interest rate is currently fixed at 5.25 percent, and repayment begins six months after half-time enrollment ceases. More information is available at www.hhloans.com.

Private Loan Programs

Private loan programs are available to law students from several private lenders, and each lender sets its own guidelines and criteria. These loans are all based on individual student creditworthiness and are usually limited to the university-designated cost of attendance. Repayment is normally deferred while the student is in school. Contact the office of financial aid for further information on these or any other private loan programs.

Bar Examination Preparation Loans

The law school is committed to helping Texas Wesleyan graduates become successful members of the legal profession. Because the law school recognizes the importance of proper preparation for the bar examination, it encourages loans for this purpose. Bar examination preparation loans are private loans available from a variety of lenders and are based on creditworthiness of the student. Some lenders may permit or encourage co-signers for approval. More information is available from the office of financial aid.

Process

Applicants may visit the law school website at www.law.txwes.edu or the Texas Wesleyan University website at www.txwes.edu for further instructions and helpful links to financial aid-related websites.

Free Application for Federal Student Aid (FAFSA)

The FAFSA is required to establish eligibility for federal loans and the Tuition Equalization Grant. File the FAFSA electronically on the web at www.fafsa.ed.gov using your tax return information for the appropriate year. This should be done as soon as possible after January 1.

Do not send tax forms to the processing center. Please enter our Title IV Institutional Code, 003645, on the FAFSA, so that we may obtain the report information electronically.

The FAFSA results – a Student Aid Report (SAR) – will be made available electronically to the student. Review the SAR for accuracy and further instructions. If corrections are needed, contact the office of financial aid. The results

of your FAFSA will also be sent to Texas Wesleyan within five to seven days after completion.

Priority will be given to students who have both the FAFSA results and any additional documents needed to determine their eligibility on file by April 1.

The FAFSA data is used for qualification for all need-based aid. Upon receipt of the FAFSA results, we will review your financial aid application file and contact you if additional documents are needed. The results of the FAFSA and other documents will be reviewed to determine eligibility for aid. An award notification will be mailed to a new student or made available online to a continuing student. The student must read and follow the accompanying instructions carefully to accept award offers.

If a student is eligible to receive a Federal Stafford Loan, the award notification will include information referring the student to the university website for further instructions on the loan application process. First-time loan borrowers must complete a federally required loan entrance counseling session before release of funds. All steps of the loan application process must be completed before any loan funds can be released. Loan funds are released to the student account after the start of the semester.

Qualified personnel are available to answer questions regarding financial aid during the new student orientation at the start of the fall semester.

Academic Progress Standards

Federal regulations require that students who wish to receive federal financial aid must maintain satisfactory academic progress as established by the institution. Information on the law school's academic standards is available in Student Services.

For More Information

For more information on financial aid, contact the Texas Wesleyan School of Law Office of Financial Aid at 1515 Commerce Street, Fort Worth, Texas 76102 or call (817) 212-4090 or (800) 733-9529 ext. 4090. You can also email dakins@law.txwes.edu or access our website at www.law.txwes.edu. ■

ACADEMIC STANDARDS

Function of These Standards

1.1. Comprehensive Rules and Interstitial Rulemaking.

The function of these academic standards is to provide comprehensive academic rules for the faculty and students of the law school. To the extent the rules fail to provide adequate guidance for administering a particular aspect of the academic program, the Academic Standards Committee may adopt temporary rules, which shall have full force and effect for one semester or until the faculty adopts a permanent standard (whichever occurs earlier). Except as expressly stated herein, the current academic standards are applicable to all students. The academic standards may change at any time during a student's course of study.

1.2. Adoption and Amendment. The academic standards are adopted by majority vote of the faculty and are subject to change. Any amendment requires a majority vote of the faculty.

1.3. Constructive Notice. These standards serve as notice to all applicants, students, faculty, and others of rules, regulations, policies, and procedures described herein. This notice exists without regard to whether one has actually taken the opportunity to read the standards; the law school will deal with all interested parties on the assumption that they have informed themselves as to these standards.

1.4. Availability. The law school will make efforts to provide reasonable access to these standards to interested people. This access may include availability of the standards at the law library and on the law school website.

1.5. Student Petitions. All student petitions to the Academic Standards Committee and all student appeals to the Faculty of Law must be in writing. The petitioner must include 1) an executed Affidavit of Completeness and Accuracy and 2) existing documentation that supports the claims asserted in the petition. For example, if the student's petition is based in whole or in part on medical claims and medical documentation exists that supports the claims, the student must provide such medical documentation. Neither the Academic Standards Committee (in the case of a student petition) nor the Faculty of Law (in the case of a student appeal from an unfavorable decision made by the Academic Standards Committee) has jurisdiction to consider any student petition or appeal more than one time.

1.6. Student Appeals. A student who presents a petition to the Academic Standards Committee on any matter within the committee's jurisdiction may appeal to the Faculty of Law an unfavorable decision made by the Academic Standards Committee on the student's petition by notifying the Associate Dean for Academic Affairs. The Associate Dean for Academic Affairs will forward to the Faculty of Law the student's original petition to the Academic Standards Committee along with any information newly discovered since the submission of the original petition. The Faculty of Law's decision on a student's appeal is final and binding for all purposes.

Categories of Students

2.1. General. Students are divided into categories by status (full-time or part-time), and, as to students in the lockstep courses, by division (day or evening).

2.2. Status

2.2.1. Full-Time. A student enrolled in 13 to 16 credit hours in a fall or spring semester, or 7 or 8 hours in a summer session, is considered a full-time student. All full-time students who have not completed lockstep courses must be in the day division. Full-time students must take the bulk of their schedule in the day. No full-time student may work more than 20 hours per week during any week in any semester in which the student is enrolled. The student bears the burden of proving compliance with this work limitation, and the law school, at its sole discretion, may at any time require the student to provide proof of compliance. Any student who cannot prove satisfactorily his or her compliance with the work limitation is considered a part-time student, and the sanctions for exceeding the maximum student load for a part-time student will be imposed for any semester in which the student exceeded the maximum part-time load. Violation of the work limitation is a Code of Conduct violation and is subject to additional sanction under the Code.

2.2.2. Part-Time. A student enrolled in 12 or fewer credit hours in a fall or spring semester or 6 or fewer hours in a summer session is considered a part-time student.

2.3. Division

2.3.1. Day. The day division consists of full-time or part-time students who have not completed their lockstep courses and are attending those courses during the day.

2.3.2. Evening. The evening division consists of part-time students who have not completed their lockstep courses and are attending those courses during the evening.

2.4. Transfer Students. Transfer students may transfer not more than 30 hours of credit. The Associate Dean for Academic Affairs determines what courses may be transferred for credit and how much credit is to be transferred. Transfer students may be required to take certain lockstep courses.

Curriculum

(For Graduation Requirements, see Academic Standards, Sections 12.1-12.7.)

3.1. Lockstep Sequences. The following lockstep sequences apply to students who began their 1L year in or after fall 2011. See Appendix A on page 21 for the lockstep sequences for students who began their 1L year in fall 2010.

3.1.1. Full-Time, Day Division. The prescribed sequence of lockstep courses for full-time day students is:

First semester (fall) courses:	
Criminal Law	4 credit hours
Legal Analysis, Research & Writing I	3 credit hours
Legislation & Regulation	3 credit hours
Torts	4 credit hours

Second semester (spring) courses:	
Civil Procedure	4 credit hours
Contracts	4 credit hours
Legal Analysis, Research & Writing II	3 credit hours
Property	4 credit hours

Third semester (fall) course:	
Constitutional Law	4 credit hours

3.1.2. Part-Time, Day Division. The prescribed sequence of lockstep courses for part-time day students is:

First semester (fall) courses:	
Criminal Law	4 credit hours
Legal Analysis, Research & Writing I	3 credit hours
Torts	4 credit hours

Second semester (spring) courses:	
Contracts	4 credit hours
Legal Analysis, Research & Writing II	3 credit hours
Property	4 credit hours

Third semester (fall) courses:	
Constitutional Law	4 credit hours
Legislation & Regulation	3 credit hours

Fourth semester (spring) courses:	
Civil Procedure	4 credit hours

3.1.3. Part-Time, Evening Division. The prescribed

sequence of lockstep courses for part-time evening students is:

First semester (fall) courses:	
Criminal Law	4 credit hours
Legal Analysis, Research & Writing I	3 credit hours
Torts	4 credit hours

Second semester (spring) courses:	
Contracts	4 credit hours
Legal Analysis, Research & Writing II	3 credit hours
Property	4 credit hours

Third semester (fall) courses:	
Civil Procedure	4 credit hours
Legislation & Regulation	3 credit hours

Fourth semester (spring) courses:	
Constitutional Law	4 credit hours

3.1.4. Deviations from Lockstep Sequences. Students may not deviate from the lockstep sequence without approval of the Academic Standards Committee, which is granted only in extraordinary circumstances and only upon such terms and conditions as the Academic Standards Committee deems appropriate.

3.1.5. Failure to Complete a Lockstep Course Successfully. Any student who, for whatever reason and in whatever fashion, does not successfully complete and receive credit for a lockstep course must enroll in that course at the earliest available opportunity. The grade for a repeat of a failed lockstep course is Pass or Fail. The original grade remains on the transcript and is calculated in the cumulative grade point average. Until the student has successfully completed all lockstep courses, his or her registration for courses each semester must be approved by the Associate Dean for Academic Affairs.

3.2. Upper-Level Courses

3.2.1. Upper-Level Required Courses. In addition to completing the lockstep courses, every student, during some semester before graduation, must successfully complete the following advanced required courses: Business Associations, Criminal Procedure, Evidence, LARW III, Professional Responsibility, and Wills & Estates (formerly Estates & Trusts). If a student fails an advanced required course, the course must be repeated. The grade for a repeat of a failed required course is Pass or Fail. The original grade remains on the transcript and is calculated in the cumulative grade point average.

3.2.2. Failing an Elective Course. A student who fails an upper-level, nonrequired course may, but is not required to, repeat that course. The failing grade as well as any subsequent grade remains on the transcript and is calculated into the cumulative grade point average.

3.2.3. Nonclassroom Course Limitation. No student may count more than 12 credit hours earned in courses without a regularly scheduled classroom component

toward the total number of hours required for graduation.

3.3. Rigorous Writing Requirement

3.3.1. General. Under the supervision of a faculty member, every student must complete one research paper in connection with a seminar, as a member of the *Texas Wesleyan Law Review*, or as a member of the *Texas Wesleyan Journal of Real Property Law*. For a seminar, a "research paper" may be, at the option of the instructor, a traditional law review article; the author's empirical research with analysis; a proposal for law reform with justification and analysis; a legal memorandum, brief, or judicial opinion, addressing a substantial legal issue; or an equivalent project, showing original thought and demonstrating research, writing, and analytical skills. For the *Texas Wesleyan Law Review* or the *Texas Wesleyan Journal of Real Property Law*, a "research paper" is a traditional, scholarly article. The research paper must be a minimum of 6,500 words, exclusive of footnotes. The research paper may not have been written for employment. Jointly written research papers do not fulfill this requirement.

3.3.2. Requirement of Multiple Drafts. To comply with the rigorous writing requirement, the student's final paper must be at least a second draft of his or her work, and as part of the writing process, the faculty member supervising the work must confer individually with the student during the semester or session in which the writing occurs.

3.3.3. Grade Standard to Satisfy Requirement. The student's final paper must be of sufficient quality to receive a grade of at least a B- (2.67) to receive credit for the rigorous writing requirement.

3.4. Upper-Level Oral Skills Requirement. Each student must successfully complete a minimum of 3 credit hours in one or more upper-level oral communication skills courses approved by the Curriculum Committee as meeting this requirement. Oral communication skills courses include live or simulated client interviewing and counseling; witness interviewing; deposition practice; motion practice; trial or appellate advocacy; negotiation; mediation; or arbitration and require each student to engage in oral skills performances that are assessed by the instructor and constitute a substantial part of each student's grade for the course. Courses that satisfy the requirement will be identified in the registration materials for each semester and session. (Note: This requirement was previously titled Upper-Level Professional Skills Requirement.)

3.5. Art of Lawyering. All students in the bottom one-fourth (meaning in the 75th percentile through the 100th percentile) of their class as determined solely on the first two semesters of law school are required to successfully complete the Art of Lawyering course.

Full-time day students and part-time day students in the bottom one-fourth of their class will automatically be enrolled in the course in their third (fall) semester. Part-time evening students in the bottom one-fourth of their class will automatically be enrolled in the course in their fourth (spring) semester.

3.6. Preparing for the Bar Exam Course. All students in the bottom one-third (meaning in the 66th percentile through the 100th percentile) of their class are required to successfully complete the Preparing for the Bar Exam course in their final fall semester (for those students taking the February bar exam) or in their final spring semester (for those students taking the July bar exam), absent special permission from the Associate Dean for Academic Affairs to take the course in an earlier semester. The credit hours earned in this course will not count against the Pass/Fail credit hour limitation under 8.5.1. Students required to successfully complete this course will not be certified to sit for a bar exam until they have successfully completed the course.

3.7. Independent Study

3.7.1. General. Independent Study is a 1-credit hour program graded on a Pass/Fail basis. To receive credit, the student must spend at least 60 hours in independent study during or after the semester in which the student enrolls. The student may satisfy the requirements of Independent Study by researching and writing a paper of at least 10 pages in length or reading materials assigned by the sponsoring faculty member. Assigned readings must relate to a particular theme, and the student must produce either a single descriptive paper illustrating a thorough understanding of the subject or a series of papers summarizing the contents of the assigned reading materials. A student may earn no more than 2 credit hours through Independent Study.

3.7.2. Supervision. Independent Study must be supervised by a full-time faculty member. The Dean or the Associate Dean for Academic Affairs may approve Independent Study credit with an adjunct faculty member, but only if a full-time faculty member acts as a co-sponsor for the student and reviews the student's work product.

3.7.3. Faculty Supervisor Consent Required for Registration. Students may not enroll for Independent Study without the consent of a faculty sponsor. Each student who enrolls for Independent Study will be assigned to a section that is specific to the student's faculty sponsor; thus, a change of faculty sponsor is a change of section and requires compliance with the law school's add/drop policies and procedures.

3.7.4. Topics. Topics for Independent Study must be topics not covered in the regular curriculum. They may include specialized topics not taught in traditional courses or advanced work building on a topic covered

in the curriculum; however, a student may not do advanced work through Independent Study without having completed the course or courses upon which the Independent Study will build.

3.8. Audits. Full-time students may not audit classes in the first year. Part-time students may not audit classes in the first or second year. Any other student who is currently enrolled in Texas Wesleyan School of Law may audit a class offered by the law school if space is available, the professor approves, and the appropriate fee is paid. A student's participation in the audited class including completion of the course requirements is subject solely to the discretion of the professor. A student may not register for credit for a class that the student previously audited.

Registration

4.1. Normal Registration Times. Registration times for each semester are set by the administration; registration typically occurs during a period of about two weeks, occurring approximately two months before the start of the semester.

4.2. Late Registration. A student who fails to register during the normal registration time for a semester will incur a late fee, the amount of which is set by the law school administration. The student will also lose any priority in registration.

4.3. Add/Drop Policies

4.3.1. Adds. Students may add classes during the free add period beginning before each semester and ending, usually, at the end of the first week of the semester.

4.3.2. Late Adds. After the free add period, a student may add a course only with the permission of the Associate Dean for Academic Affairs.

4.3.3. Absences Before Adding a Course. Absences from class before adding the course are counted toward the number of absences from the class.

4.3.4. Drops. A student may drop any nonlockstep course other than the Law Clinic at any time until midnight on the last day of scheduled classes. A student may drop Law Clinic only during the first two weeks of class. A student may drop a course after the deadline with the permission of the Associate Dean for Academic Affairs, which will be granted only in extraordinary circumstances. Dropping a course after the fourth week of classes in a fall or spring semester, after the second class in a winter session, or after the second week of classes in a summer session will result in a W (withdrawal) being entered on the student's transcript.

4.4. Maximum Course Load

4.4.1. Full-Time Student. A full-time student may not

register for more than 16 credit hours in a fall or spring semester or for more than 8 credit hours in a summer session without permission of the Associate Dean for Academic Affairs. A full-time student may not register for more than 2 credit hours in a winter session. This limitation applies to nonclassroom courses as well as to classroom courses.

4.4.2. Part-Time Student. A part-time student may not register for more than 12 credit hours in a fall or spring semester or for more than 6 credit hours in a summer session. A part-time student may not register for more than 2 credit hours in a winter session. This limitation applies to nonclassroom courses as well as to classroom courses.

4.4.3. Correction of Excessive Course Loads. A student who enrolls for more than the permissible number of hours will be withdrawn from a course or courses until his or her registration complies with the maximum load requirements. The choice of courses from which the student will be withdrawn is in the sole discretion of the Associate Dean for Academic Affairs. If the overload is not discovered until after grades have been given for the courses, the Academic Standards Committee may withdraw the student from a sufficient number of courses in that semester or session to bring the course load into compliance. Fraud, deceit, misrepresentation, or dishonesty in creating the overload is a violation of the Code of Conduct.

4.4.4. Registration in Nonclassroom Courses. Without advance approval of the Academic Standards Committee, no student may register in any course that has no regularly scheduled classroom component unless the student is also enrolled, in the same semester, in at least one course with a regularly scheduled classroom component.

4.4.5. Minimum Student Load. No student may register for fewer than 8 credit hours in a fall or spring semester without permission of the Associate Dean for Academic Affairs.

Attendance

5.1. Requirement. Regular and punctual class attendance is required of all students in all courses except a student who is auditing the course. Students are expected to attend regularly scheduled classes as well as makeup classes scheduled during the official makeup times. Official makeup times are noted on the registration materials each semester. Students are expected to adhere to special attendance requirements for some classes, such as Law Clinic and the Preparing for the Bar Exam course, intensive weekend classes, or condensed format classes. Law Clinic has office attendance requirements in addition to classroom attendance requirements.

5.2. Sanction for Excessive Absences in Nonlockstep

Courses.

5.2.1. Student on Academic Warning or Probation.

A student on academic warning or probation whose total absences in a nonlockstep course exceed 15 percent of the regularly scheduled class meetings and makeups scheduled during official makeup times will be withdrawn from that course, will have a W entered on his or her transcript, and will not receive credit for the course. In extraordinary circumstances, the Academic Standards Committee may grant a student relief from this rule upon such terms and conditions as the committee deems appropriate. This rule does not apply to a student who is auditing the course.

5.2.2. Student Not on Academic Warning or Probation.

A student not on academic warning or probation whose total absences in a nonlockstep course exceed 25 percent of the regularly scheduled class meetings and makeups scheduled during official makeup times will be withdrawn from that course, will have a W entered on his or her transcript, and will not receive credit for the course. In extraordinary circumstances, the Academic Standards Committee may grant a student relief from this rule upon such terms and conditions as the committee deems appropriate. This rule does not apply to a student who is auditing the course.

5.2.3. Administrative Withdrawal from Law School Due to Excessive Absences in Nonlockstep Courses. If withdrawal due to excessive absences causes a student's enrolled hours to drop below 8 credit hours in the fall or spring semester, the student will be administratively withdrawn from law school and must petition the Academic Standards Committee for permission to continue in law school.

5.3. Sanction for Excessive Absences in Lockstep Courses.

5.3.1. Student on Academic Warning or Probation.

A student on academic warning or probation whose total absences in a lockstep course exceed 15 percent of the regularly scheduled class meetings and makeups scheduled during official makeup times will be withdrawn from that course, will have a W entered on his or her transcript, and will not receive credit for the course. This withdrawal may not be appealed to the Academic Standards Committee. Withdrawal from a lockstep course violates the prohibition against deviation from the lockstep sequence under 3.1.4, causing the student to be withdrawn from the law school. However, the student may appeal this withdrawal from the law school to the Academic Standards Committee. The committee may permit the student to continue in law school only upon such terms and conditions as it deems appropriate. Such terms and conditions may include but are not limited to granting a deviation from lockstep to permit the student to remain in the courses for which he or she does not have excessive absences; permitting

a full-time student to remain in the courses that will move that student to part-time status; withdrawing the student from all courses, entering a W on his or her transcript for those courses, giving no credit for the courses, and either allowing the student to continue under the terms and conditions set or requiring the student to restart the law school program. This rule does not apply to a student who is auditing the course.

5.3.2. Student Not on Academic Warning or Probation.

A student not on academic warning or probation whose total absences in a lockstep course exceed 25 percent of the regularly scheduled class meetings and makeups scheduled during official makeup times will be withdrawn from that course, will have a W entered on his or her transcript, and will not receive credit for the course. This withdrawal may not be appealed to the Academic Standards Committee. Withdrawal from a lockstep course violates the prohibition against deviation from the lockstep sequence under 3.1.4, causing the student to be withdrawn from the law school. However, the student may appeal this withdrawal from the law school to the Academic Standards Committee. The committee may permit the student to continue in law school only upon such terms and conditions as it deems appropriate. Such terms and conditions may include but are not limited to granting a deviation from lockstep to permit the student to remain in the courses for which he or she does not have excessive absences; permitting a full-time student to remain in the courses that will move that student to part-time status; withdrawing the student from all courses, entering a W on his or her transcript for those courses, giving no credit for the courses, and either allowing the student to continue under the terms and conditions set or requiring the student to restart the law school program. This rule does not apply to a student who is auditing the course.

5.4. Excessive Absences in Fall and Spring Semester Classes

5.4.1. Students on Academic Warning or Probation

If a class meets:

1 time every other week and a student misses more than 1 class, he or she will be withdrawn.

If a class meets:

1 time every week and a student misses more than 2 classes, he or she will be withdrawn.

If a class meets:

2 times every week and a student misses more than 4 classes, he or she will be withdrawn.

If a class meets:

3 times each week and a student misses more than 6 classes, he or she will be withdrawn.

5.4.2. Students Not on Academic Warning or Probation

If a class meets:

1 time every other week and a student misses more than 1 class, he or she will be withdrawn.

If a class meets:

1 time every week and a student misses more than 3 classes, he or she will be withdrawn.

If a class meets:

2 times every week and a student misses more than 7 classes, he or she will be withdrawn.

If a class meets:

3 times each week and a student misses more than 10 classes, he or she will be withdrawn.

5.5. Excessive Absences in Summer Session Classes

5.5.1. Students on Academic Warning or Probation

If a class meets:

1 time every week and a student misses more than 1 class, he or she will be withdrawn.

If a class meets:

2 times every week and a student misses more than 2 classes, he or she will be withdrawn.

If a class meets:

3 times each week and a student misses more than 3 classes, he or she will be withdrawn.

5.5.2. Students Not on Academic Warning or Probation

If a class meets:

1 time every week and a student misses more than 1 class, he or she will be withdrawn.

If a class meets:

2 times every week and a student misses more than 3 classes, he or she will be withdrawn.

If a class meets:

3 times each week and a student misses more than 5 classes, he or she will be withdrawn.

5.6 Excessive Absences in Winter Session Classes.

The Associate Dean for Academic Affairs will post in the registration materials the number of absences permissible for a winter class.

Examinations

6.1. Exam Schedule. All students must take examinations as scheduled, except in the case of an extreme emergency beyond the control of the student or an exam conflict. An exam conflict is defined as (1) more than one exam scheduled for the same exam period, (2) two exams scheduled in consecutive exam periods on the same calendar day, or (3) three exams whose start times are scheduled within one 24-hour period. To reschedule an exam under this rule, the student must submit a written request to the Associate Dean for Academic Affairs by November 1 of the fall semester, by April 1 of the spring

semester, by the end of the fourth week of the summer session, or by the second class of the winter session. The Associate Dean for Academic Affairs determines which exam will be rescheduled and when. The exam will be rescheduled for a time as soon after the originally scheduled exam as practicable.

6.2. Rescheduling Exams. Students who miss a scheduled examination must submit to the Associate Dean for Academic Affairs a written statement setting forth the nature of the emergency as soon after the emergency arises as practicable. The Associate Dean will either approve or disapprove the student's failure to take the examination at the scheduled time. If the Associate Dean excuses the student's failure to take the examination at the scheduled time, the Associate Dean will arrange for the student to take the examination under appropriate circumstances. An unapproved failure to take the examination will be recorded as a grade of F (0.00) for the course. Adverse decisions by the Associate Dean regarding a failure to take an examination at the scheduled time may be appealed to the Academic Standards Committee.

6.3. Accommodations for Students with Disabilities. Students with medically verifiable disabilities may be provided extra time or other appropriate accommodations for examinations. Petitions for accommodations should be made to the Assistant Dean for Student Affairs by November 1 of the fall semester, April 1 of the spring semester, and at registration for the summer and winter sessions. Each petition should be accompanied by evidence of the medical condition and evidence of the accommodation given, if any, in past educational settings or examinations. Particular weight is given to the accommodation allowed for taking the LSAT. The student whose request is granted is responsible for making appropriate arrangements with the Office of Student Services.

6.4. Anonymity

6.4.1. Confidential Examination Numbers Assigned. Each semester and session all students enrolled at the law school are assigned a number to use instead of their names or Social Security numbers on law school examinations. These examination numbers are confidential.

6.4.2. "Blind" Examination Grading. Students enrolled in classes in which the primary means of evaluation is an examination receive a "blind" examination grade. In those courses, the instructors assign grades to examinations without knowing the name or identity of the test taker. After instructors turn in the "blind" examination grades for their courses, they have the opportunity to match student examination numbers with student names. Sometimes instructors adjust the "blind" examination grades to reflect class participation and other relevant factors in evaluating student work;

therefore, the final grade that a student receives in a given course may differ from his or her "blind" examination grade. Instructors are expected to inform students about course evaluation procedures at the beginning of each course.

6.4.3. Retention of Work Upon Which Grades Are Based. The law school will retain examinations and other written work on which a student's grade for a course is based for a period of at least one year following completion of the course. Students will be given an opportunity to review, within a reasonable time, written work upon which a grade is based.

Papers and Projects

7.1. Anonymity Optional. In any course that requires papers or projects other than in-class or take-home examinations, the instructor for the course may, but need not, make arrangements for anonymous grading of papers or projects as he or she deems appropriate.

7.2. Quotation and Citation Rules. The responsibility for learning the proper rules for quoting material and the forms of citation lies with the individual student. Quotations must be properly placed within quotation marks and must be fully cited. In addition, all paraphrased material must be completely acknowledged. Whenever ideas or facts are derived from a student's reading and research, the sources must be clearly indicated.

7.3. Double Dipping. Occasionally students seek to submit one paper for two or more courses or seminars. In such cases, the paper must be of sufficiently greater scope or depth to warrant such multiple credits. The instructors involved in each instance should discuss appropriate ways to make sure that the submitted work meets this greater burden and each instructor must give his or her prior written approval of the proposed multiple use before multiple credit may be given. This rule applies to all course offerings whether at the law school or elsewhere. A student who submits the same, or substantially the same, work in more than one course without obtaining such prior written approval will be subject to disciplinary action.

7.4. Own Work Requirement

7.4.1. Identification of Sources. All work submitted to meet course requirements is expected to be the student's own work. In the preparation of work submitted to meet course requirements, students should always take great care to distinguish their own ideas and knowledge from information derived from other sources. The term "sources" includes not only published primary and secondary materials, but also information and opinions gained directly from other people.

7.4.2. Permissible Collaboration. The amount of

collaboration with others that is permitted in the completion of assignments may vary, depending upon the policy set by the instructor for the course. Students must assume that collaboration in the completion of assignments is prohibited unless explicitly permitted by the instructor. Students must acknowledge any collaboration and its extent in all work submitted.

7.4.3. Resolution of Doubts. Students who are in any doubt about the preparation of academic work should consult their instructor before it is prepared or submitted. Students who, for whatever reason, submit work that is either not their own or that does not include clear attribution of all sources will be subject to disciplinary action.

Grades and Grading Policies

8.1. Available Grades. The grades at the law school are letter grades between A+ (4.01) and F (0.00) or P, W, and I. No other grades exist at the law school. Before fall 2003, the law school employed a numerical grading scale. An explanation of that prior numerical scale appears on the affected students' transcripts.

8.2. Interpretation and Uses of Letter Grades. Each letter grade will have a corresponding numerical value assigned to it for purposes of calculating a student's grade point average (GPA). The assigned numerical values are as follows:

A+	4.01
A	4.00
A-	3.67
B+	3.33
B	3.00
B-	2.67
C+	2.33
C	2.00
C-	1.67
D+	1.33
D	1.00
D-	0.67
F	0.00 [confers no course credit]

8.3. Maximum Allowed Average. For all lockstep courses and all nonlockstep courses with enrollments of more than 20 students, the maximum allowed class GPA is 3.00. For all nonlockstep, nonseminar courses with enrollments of 20 or fewer students and for seminar courses, the maximum allowed class GPA is 3.33. There is no minimum allowed class GPA for any class except the grade of F (0.00). Class GPAs are calculated by rounding to the hundredth place (second decimal place) based on the thousandth place (third decimal place). Examples: A grade average of 2.537 is recorded as 2.54. A grade average of 2.534 is recorded as 2.53. For purposes of this rule, an Incomplete given in a class is not counted toward the maximum class GPA.

8.4. Interpretations and Uses of Certain Letter Grades

I. An I is given to a student who has not completed the requirements for a course in a timely fashion, but has arranged with the instructor to do so within no more than six calendar months from the last day of exams for the applicable semester. Except in extraordinary circumstances as approved by the Academic Standards Committee, the maximum grade given for an I can be no higher than the maximum class GPA for that course. After six months, an unresolved I becomes an F (0.00). At no time does an I confer credit for the course.

W. A W is posted on the transcript whenever a student withdraws from a course after the fourth week of classes in a fall or spring semester, after the second week of classes in a summer session, or after the second class in a winter session. The W confers no credit and is not calculated in the grade point average.

P. A grade of P is given to any student who passes a Pass/Fail course or who successfully completes a repeat of a failed lockstep or required course. This grade confers credit for the course, but it is not calculated in the grade point average.

8.5. Pass/Fail Grading

8.5.1. Pass/Fail Credit Hour Limitation. No student may count more than 12 credit hours earned in courses graded on a Pass/Fail basis toward the total number of hours required for graduation. No student may earn more than 6 Pass/Fail credit hours in any one activity (e.g., *Texas Wesleyan Law Review*, the *Texas Wesleyan Journal of Real Property Law*, externship, Law Clinic, etc.).

8.5.2. Pass/Fail in Retaking Failed Course. Students who retake a failed course are graded in that course on a Pass/Fail basis. Any credit hours earned on retaking a failed course will not count toward the Pass/Fail 12-credit-hour limitation.

8.5.3. Pass/Fail Grading. Any course in which letter grades are not expected to be given will be graded on a Pass/Fail basis. Students who pass the course receive a P for the course. Students who fail a Pass/Fail course will receive an F (0.00). A failing grade is calculated as part of the grade point average.

8.5.4. Pass/Fail Election. Within the Pass/Fail 12-credit-hour limitation in 8.5.1, a student may take up to 7 credit hours of elective courses on a Pass/Fail basis. A student may not elect to take a lockstep course, a required course, a course taken to satisfy a rigorous writing requirement, a course taken to satisfy the upper-level professional skills requirement, or a course taken to satisfy the requirements for a certificate program on a Pass/Fail basis, unless the course is offered only on a Pass/Fail basis. A student must designate the election of the Pass/Fail option no later than the last day of the second week of classes in the fall or spring semester, no

later than the last day of the first week of classes in a summer session, and no later than the second class in a winter session. Once the student makes the designation, the election is final and cannot be revoked. To preserve anonymity, a student's election to take a course on a Pass/Fail basis is not communicated to the instructor by the school administration. It is a violation of the Code of Conduct for a student to reveal the election to the professor.

8.6. Procedures for Implementing Standards

8.6.1. Submission of Final Grades. Final grades are to be submitted to the Associate Dean for Academic Affairs, who will check for their compliance with the grading standard. Grades in compliance will be posted and grades not in compliance will be returned to the instructor.

8.6.2. Petition to the Academic Standards Committee. An instructor wishing to grant grades for a course with an average above that allowed under the grading standards must petition the Academic Standards Committee in writing.

8.6.3. Failure to Bring Grades into Compliance. If an instructor, after a reasonable period of time, fails to bring the grades for a course into compliance with the grading standards or fails to petition for and receive a waiver, the Academic Standards Committee will act in its discretion to bring the grades into compliance.

8.6.4. Changing Grades. After an instructor has submitted grades to the Associate Dean, the grades are final and may not be changed except with permission of the Academic Standards Committee. The committee freely allows changes in the case of a grade that was incorrectly given as a result of an arithmetical, administrative, or other "mechanical" error. Other changes are permitted only in the most extraordinary circumstances. A request for a grade change must be made within 90 days of the official posting of the grade.

8.7. Dean's List Honors

8.7.1. Requirements. To be eligible for the Dean's List, a student must be registered for at least 8 credit hours, at least 5 of which must be graded hours, and must have earned a term grade point average of 3.33 or better. Dean's List honors are not available for summer or winter sessions.

8.7.2. Dean's List Notation on Resumé. If a student wishes to include Dean's List honors on a resumé, a student must specify the semester or semesters for which the honor was awarded.

Student Retention

9.1. Student Is on Notice of Own Grades and Grade Point Average. Every student is on notice of the student's own grades and grade point average as well as these

rules for student retention. Any student who, by virtue of these rules, has been dismissed from the law school, but who nevertheless attempts to continue enrollment and attendance in classes, is responsible for tuition and fees charges incurred by the student's fraudulent attendance at the law school.

9.2. Dismissal

9.2.1. Dismissal Automatic if First Semester Average Is Below 1.90. At the end of the first semester (fall), any student with a grade point average below 1.90 will be dismissed for academic deficiency. Rule 9.5.4 will govern restart and reapplication.

9.2.2. Dismissal Automatic After Two Semesters if Average Is Below 2.33. At any time after two semesters in the law school, any student with a grade point average below 2.33 will be dismissed for academic deficiency.

9.2.3. Automatic Withdrawal. A student dismissed for academic deficiency after two semesters is immediately withdrawn from all classes in which he or she is then enrolled; except that, if a student petitions the Academic Standards Committee for probation or appeals to the faculty an adverse decision of the Academic Standards Committee on a petition for probation, he or she will not be withdrawn unless and until there is an adverse decision by the Academic Standards Committee or a denial of an appeal to the faculty (as the case may be). Under this rule, the tuition and fees paid for that semester or session will be fully refunded to either the student or the lending institution as deemed appropriate by the law school.

9.2.4. Automatic Withdrawal During Summer Session. Notwithstanding section 9.2.3, a student who is enrolled in one or more classes during the summer session will be immediately withdrawn from all classes upon notice that the student's cumulative grade point average is below 2.33 as of the end of the immediately preceding spring semester; the student will not be permitted to take any examinations or to complete other course assignments during the summer session. No credit will be given for any examinations taken or other course assignments completed during the summer session before receiving notice that the student's cumulative grade point average is below 2.33 as of the end of the immediately preceding spring semester. Under this rule, the tuition and fees paid for the summer session will be fully refunded to either the student or the lending institution as deemed appropriate by the law school.

9.3. Academic Warning

9.3.1. Academic Warning After First Semester. At the end of the first semester (fall), any student with a GPA of at least 1.90 but below 2.33 will automatically be placed on academic warning and must participate as defined by the Associate Dean for Academic Affairs in Academic Support. A student on academic warning who

fails to participate in Academic Support is ineligible for probation under 9.4.1 if the student's cumulative GPA remains below 2.33 at the end of the second semester (spring).

9.3.2. Academic Warning After Second or Subsequent Semester. At the end of any semester except the first semester, any student with a term GPA below 2.00 but whose cumulative GPA is at least 2.33 will be automatically placed on academic warning for the immediately subsequent semester and must participate as defined by the Associate Dean for Academic Affairs in Academic Support. A student on academic warning who fails to participate in Academic Support is ineligible for probation under 9.4.1 if the student's cumulative GPA falls below 2.33 at the end of the semester in which the student is on academic warning.

9.3.3. Attendance Requirement. During the semester in which the student is on academic warning and the immediately subsequent summer session or winter session, the student's permissible absences in any course may not exceed 15 percent (as opposed to 25 percent) of the regularly scheduled class meetings and makeups scheduled during the official makeup times. This attendance requirement applies to a student who was on academic warning after the first semester even if the student's GPA is 2.33 or above after the second semester grades are posted.

9.4. Probation

9.4.1. At Discretion of Academic Standards Committee. Students who are dismissed for academic deficiency after two semesters may petition the Academic Standards Committee to be readmitted on probation. The petition must state, in letter form, the following information: 1) an explanation of the perceived reasons for the petitioner's academic dismissal; and 2) an explanation of why the petitioner expects to be able to correct prior academic deficiencies if readmitted on probation. The petitioner has the burden of establishing to the satisfaction of the Academic Standards Committee that there is a significant probability that the petitioner will achieve and thereafter maintain a cumulative grade point average no lower than 2.33 if readmitted on probation.

9.4.2. Effective Date of Probation. If the Academic Standards Committee grants a student's petition for probation or the Faculty of Law grants the student's appeal of the Academic Standards Committee's denial of probation, probation will begin in the fall semester if the student was academically dismissed based on the cumulative GPA at the end of the spring semester or summer session and will begin in the spring semester if the student was academically dismissed based on the cumulative GPA at the end of the fall semester or winter session.

9.4.3. Schedule Approval. A student on probation must

have his or her class schedule approved by the Associate Dean for Academic Affairs.

9.4.4. Student on Probation in the Fall Semester May Not Enroll in Winter Session. A student who has been placed on probation for the fall semester may not enroll in any course in the subsequent winter session.

9.4.5. Student on Probation Reduction of Permissible Absences. During any semester in which a student is on probation, the student's permissible absences in any course may not exceed 15 percent (as opposed to 25 percent) of the regularly scheduled class meetings and makeups scheduled during the official makeup times.

9.4.6. Additional Terms and Conditions. The Academic Standards Committee may include in a grant of probation any additional terms or conditions the committee deems appropriate.

9.4.7. Resolution of Probation. A student whose average remains below 2.33 after the semester in which he or she was placed on academic probation will be dismissed for academic deficiency, unless the Academic Standards Committee again votes to place the student on probation, but the committee may not under any circumstances grant probation for more than two semesters.

9.5. Restart After Dismissal for Academic Deficiency or Administrative Withdrawal from Law School

9.5.1. Restart Available in Extraordinary Circumstances. Upon petition from the student, the Academic Standards Committee may allow a student who has been dismissed for academic deficiency or administratively withdrawn from law school to re-enroll as a first-year student and restart the law school program if the committee finds that the student (1) faced extraordinary circumstances that unquestionably greatly interfered with his or her ability to perform at the required level in law school and (2) the extraordinary circumstances no longer exist. A student must petition under the standard within two years of dismissal or withdrawal.

9.5.2. One-Year Delay Before Restart. A student who is permitted to restart the law school program must wait one calendar year from the time of dismissal before restarting, unless the Academic Standards Committee reaches the conclusion that the one-year delay would cause substantial hardship to the student. However, in considering a petition for restart from a student who has been automatically dismissed for academic deficiency after the first semester (fall), the Academic Standards Committee may grant either a restart following a one-year delay or an immediate restart without a finding that the one-year delay would cause substantial hardship to the student.

9.5.3. Effect of Past Performance. A student who is permitted to restart will not receive credit for any

courses taken before the restart regardless of the grade received in the course. The prior performance will remain on the transcript; however, the transcript will clearly state that the student has restarted and the prior grades will not affect the grade point average.

9.5.4. Reapplication After Dismissal for Academic Deficiency or Administrative Withdrawal. A student who has been dismissed for academic deficiency or who has been administratively withdrawn from law school may seek readmission by submitting an application through the Office of Admissions. If the dismissal or withdrawal occurred less than two years before the application, the student must first petition for, and be denied, a restart with one year's delay under 9.5.1 and 9.5.2. An application for readmission under this rule may be submitted no earlier than one year from the date of the denial of the petition for restart under 9.5.1 and 9.5.2. In addition to all other application requirements, the applicant must submit a letter of good standing from all law schools attended, law school transcripts, and at least one letter of recommendation from a law school professor to the Office of Admissions.

9.6. Voluntary Withdrawal

9.6.1. Voluntary Withdrawal Before Taking Any Examinations. To be eligible for readmission, a student who has voluntarily withdrawn from the law school before taking any examinations must submit an application through the Office of Admissions. In addition to all other application requirements, the applicant must submit a letter of good standing.

9.6.2. Voluntary Withdrawal After Taking Examinations. A student who has voluntarily withdrawn from the law school after taking any exam and receiving a grade may petition the Academic Standards Committee to restart law school. Such a petition must be submitted within two years of the last date the student was in attendance at the law school. After the two-year period has elapsed, a student who wishes to restart the law school must reapply through the Office of Admissions. The Academic Standards Committee will consider only one petition for restart from any student. A student who wishes to make a second request must reapply through the Office of Admissions.

Leaves of Absence

10.1. Not Available for First-Year Students. A student who has not completed the first two semesters of the law school program (regardless of status or division) may not obtain a leave of absence.

10.2. Limited Availability Before Completing Lockstep Courses. A student who has completed the first two semesters of the law school program (regardless of status or division) but has not completed the lockstep courses may obtain a leave of absence only with the permission

of the Academic Standards Committee. The committee may impose any conditions on that leave, particularly relating to the date of the student's return and the plan for completing lockstep courses.

10.3. Leaves for Advanced Students. Advanced students (those who have completed the lockstep courses) may obtain one leave of absence of up to one calendar year from the Associate Dean for Academic Affairs. A second leave of absence, a leave of longer than one year, or an extension to a leave that has been granted may be obtained only from the Academic Standards Committee.

10.4. Standards for Granting Leave. A student's request for a leave of absence is not to be granted automatically; however, requests based on reasonable grounds, such as hardship arising from family, economics, employment, medical conditions, military service, or the like, are granted liberally.

10.5. Visits to Another ABA Approved Law School. A leave of absence for a visit to another ABA approved law school is handled in the same fashion as any other leave of absence; there typically must be a demonstrable hardship leading to the request to attend another law school. A leave of absence for a visit to another ABA approved law school may be conditioned on the availability of certain courses at the visited school. Under no circumstances will more than 30 credit hours of work be transferred from the visited school (regardless of the length of the leave approved) and no credits will be accepted where the grade earned for the course does not meet or exceed the grade point average required to graduate from the visited school. All transfer credit accepted under this rule will be recorded as a Pass on the law school transcript and will confer credit for the course, but it is not calculated in the grade point average. Transfer credit will be accepted for courses graded Pass/Fail at the visited school so long as the course is one that is typically graded Pass/Fail at that school and will count toward the Pass/Fail credit hour limitation under 8.5.1. Transfer credit for courses graded on a letter or numerical scale at the visited school will not count toward the Pass/Fail credit limitation under 8.5.1.

10.6. Visits for Summer Abroad Programs. A leave of absence for a visit to attend a Summer Abroad program associated with an ABA approved law school will normally be allowed. Under no circumstances will more than eight credit hours of work be transferred back from a Summer Abroad program or programs, regardless of the length of the leave approved or the number of leaves approved. Credits earned in a Summer Abroad program count toward the thirty credit hour maximum allowed for visiting an ABA approved law school under 10.5. No credits will be accepted where the grade earned for the course does not meet or exceed the grade point average required to graduate from the school sponsoring the Summer Abroad program. All transfer credit accepted under this rule will be recorded as a Pass on the law

school transcript and will confer credit for the course, but it is not calculated in the grade point average. Transfer credit will be accepted for courses graded Pass/Fail in a summer abroad program and will count toward the Pass/Fail credit hour limitation under 8.5.1. Transfer credit for courses graded on a letter or numerical scale in a summer abroad program will not count toward the Pass/Fail credit limitation under 8.5.1.

10.7. Sanctions. Failure to comply with the provisions on leaves of absence or with conditions on a leave granted shall be grounds for the Academic Standards Committee to impose any sanction it deems appropriate, including but not limited to refusal to accept transfer credits (regardless of the grade received), probation (with conditions it deems appropriate attached), or dismissal.

Change of Status, Division or Sequence

11.1. Before Completing Lockstep Courses. A change of status or division before completion of lockstep courses shall only be allowed upon the following circumstances:

Change in Part-Time Division. A part-time student in either the day or evening division may change to the other division upon the approval of the Associate Dean for Academic Affairs.

Full-Time Status to Part-Time Day or Evening Division. A full-time student may change to either the part-time day or evening division upon the approval of the Associate Dean for Academic Affairs.

Part-Time Day or Evening Division Student with a Minimum 3.00 GPA. A part-time student in either the day or evening division with a cumulative GPA of at least 3.00 may change to full-time status upon the approval of the Associate Dean for Academic Affairs.

Part-Time Day or Evening Division Student with GPA Below 3.00 or Matriculated Student without a Reported GPA. A part-time student in either the day or evening division with a cumulative GPA below 3.00 or a matriculated student who does not have a reported GPA wishing to change to full-time status must petition the Academic Standards Committee. The committee shall grant the petition only upon a finding of compelling circumstances.

11.2. After Completing Lockstep Courses. A change of status after completing lockstep courses is allowed only upon the approval of the Associate Dean for Academic Affairs before registration for the semester or session in which the change would be effective. A change from part-time status to full-time status must be accompanied by an affidavit in which the student swears that he or she will not be employed more than 20 hours per week at any week during any semester or session when the student is a full-time student.

Graduation Requirements

12.1. Required Courses. A candidate for graduation must have received credit in all required courses, namely, Business Associations; Civil Procedure; Constitutional Law; Contracts; Criminal Law; Criminal Procedure; Evidence; Legal Analysis, Research & Writing I, II & III; Legislation & Regulation; Professional Responsibility; Property; Torts; and Wills & Estates. (See Appendix B for required courses for students who began law school before fall 2011.)

12.2. Total Hours. A candidate for graduation must have earned a minimum of 90 credit hours. Credit for the J.D. degree is given only for course work completed after matriculation in the law school or for transfer credit granted for course work completed at another ABA accredited law school.

12.3. Grade Point Average Requirements. A candidate for graduation must have a cumulative grade point average no lower than 2.33. There is no waiver of this standard.

12.4. Time for Completion of Degree. A law student must complete the requirements for the J.D. degree within 72 months.

12.5. Compliance with Curricular Requirements. A candidate for graduation must have complied with all curricular requirements, e.g., course prerequisites, rigorous writing requirement, upper-level oral skills requirement, standards relating to credit hours of Pass/Fail courses, and standards relating to nonclassroom courses. Any credits received in contravention of these curricular requirements will not be counted toward the 90 credit hours required for graduation.

12.6. Equal Justice Requirement. Each student must perform 30 hours of law-related *pro bono* service through the Equal Justice Program. Students should have completed their *pro bono* requirement by the last day of law school classes in the semester in which graduation will occur. A student must have all *pro bono* paperwork evidencing completion of the 30 hours, including the *pro bono* survey, submitted to the registrar within 30 days of the last day of law school exams for the semester in which he or she graduates. Failure to meet this deadline will result in the student graduating in a subsequent semester in which this requirement is complete.

12.7. Graduation Fee. Each student must pay a graduation fee, the amount of which is set by the administration.

12.8. Honors

12.8.1. Summa Cum Laude. Any student who graduates in the top 2 percent of the graduating class is designated

as graduating *summa cum laude*.

12.8.2. Magna Cum Laude. Any student who does not graduate in the top 2 percent of the graduating class but who does graduate in the top 5 percent of the graduating class is designated as graduating *magna cum laude*.

12.8.3. Cum Laude. Any student who does not graduate in the top 5 percent of the graduating class but who does graduate in the top 10 percent of the graduating class is designated as graduating *cum laude*.

Appendix A

3.1. Lockstep Sequences. The following lockstep sequences apply to students who began their 1L year in fall 2010.

3.1.1. Full-Time Day Division. The prescribed sequence of lockstep courses for full-time day students is:

First semester (fall) courses:

Contracts I	3 credit hours
Legal Analysis, Research & Writing I	3 credit hours
Legislation & Regulation	2 credit hours
Property I	3 credit hours
Torts	4 credit hours

Second semester (spring) courses:

Civil Procedure	4 credit hours
Contracts II	3 credit hours
Criminal Law	3 credit hours
Legal Analysis, Research & Writing II	3 credit hours
Property II	3 credit hours

Third semester (fall) course:

Constitutional Law	4 credit hours
--------------------	----------------

3.1.2. Part-Time Day Division. The prescribed sequence of lockstep courses for part-time day students is:

First semester (fall) courses:

Contracts I	3 credit hours
Legal Analysis, Research & Writing I	3 credit hours
Torts	4 credit hours

Second semester (spring) courses:

Contracts II	3 credit hours
Criminal Law	3 credit hours
Legal Analysis, Research & Writing II	3 credit hours

Third semester (fall) courses:

Constitutional Law	4 credit hours
Legislation & Regulation	3 credit hours

Fourth semester (spring) courses:

Civil Procedure	4 credit hours
Property	4 credit hours

3.1.3. Part-Time Evening Division. The prescribed sequence of lockstep courses for part-time evening

students is:

First semester (fall) courses:

Contracts I	3 credit hours
Legal Analysis, Research & Writing I	3 credit hours
Torts	4 credit hours

Second semester (spring) courses:

Contracts II	3 credit hours
Criminal Law	3 credit hours
Legal Analysis, Research & Writing II	3 credit hours

Third semester (fall) courses:

Civil Procedure	4 credit hours
Legislation & Regulation	3 credit hours

Fourth semester (spring) courses:

Constitutional Law	4 credit hours
Property	4 credit hours

Appendix B

Required courses for students who began law school before fall 2011:

Full-time began in fall 2010:

12.1. Required Courses. A candidate for graduation must have received credit in all required courses, namely, Business Associations; Civil Procedure; Constitutional Law; Contracts I & II; Criminal Law; Criminal Procedure; Evidence; Legal Analysis, Research & Writing I, II & III; Legislation & Regulation; Professional Responsibility; Property I & II; Torts; and Wills & Estates.

Part-time began in fall 2010:

12.1. Required Courses. A candidate for graduation must have received credit in all required courses, namely, Business Associations; Civil Procedure; Constitutional Law; Contracts I & II; Criminal Law; Criminal Procedure; Evidence; Legal Analysis, Research & Writing I, II & III; Legislation & Regulation; Professional Responsibility; Property I & II; Torts; and Wills & Estates.

Full-time began in fall 2009:

12.1. Required Courses. A candidate for graduation must have received credit in all required courses, namely, Business Associations; Civil Procedure I & II; Constitutional Law; Contracts I & II; Criminal Law; Criminal Procedure; Evidence; Legal Analysis, Research & Writing I, II & III; Professional Responsibility; Property I & II; Torts; and Wills & Estates.

Part-time began in fall 2009:

12.1. Required Courses. A candidate for graduation must have received credit in all required courses, namely, Business Associations; Civil Procedure I & II; Constitutional Law; Contracts I & II; Criminal Law; Criminal Procedure; Evidence; Legal Analysis, Research &

Writing I, II & III; Legislation & Regulation; Professional Responsibility; Property I & II; Torts; and Wills & Estates.

Full-time began in fall 2008:

12.1. Required Courses. A candidate for graduation must have received credit in all required courses, namely, Business Associations; Civil Procedure I & II; Constitutional Law; Contracts I & II; Criminal Law; Criminal Procedure; Evidence; Legal Analysis, Research & Writing I, II & III; Professional Responsibility; Property I & II; Torts; and Wills & Estates (formerly Estates & Trusts).

Part-time began in fall 2008:

12.1. Required Courses. A candidate for graduation must have received credit in all required courses, namely, Business Associations; Civil Procedure I & II; Constitutional Law; Contracts I & II; Criminal Law; Criminal Procedure; Evidence; Legal Analysis, Research & Writing I, II & III; Professional Responsibility; Property I & II; Torts; and Wills & Estates (formerly Estates & Trusts).

Full-time began in fall 2007:

12.1. Required Courses. A candidate for graduation must have received credit in all required courses, namely, Business Associations; Civil Procedure I & II; Constitutional Law; Contracts I & II; Criminal Law; Criminal Procedure; Evidence; Legal Analysis, Research & Writing I, II & III; Professional Responsibility; Property I & II; Torts; and Wills & Estates (formerly Estates & Trusts).

Part-time began in fall 2007:

12.1. Required Courses. A candidate for graduation must have received credit in all required courses, namely, Business Associations; Civil Procedure I & II; Constitutional Law; Contracts I & II; Criminal Law; Criminal Procedure; Evidence; Legal Analysis, Research & Writing I, II & III; Professional Responsibility; Property I & II; Torts; and Wills & Estates (formerly Estates & Trusts).

Full-time began in fall 2006:

12.1. Required Courses. A candidate for graduation must have received credit in all required courses, namely, Business Associations; Civil Procedure I & II; Constitutional Law; Contracts I & II; Criminal Law; Criminal Procedure; Evidence; Legal Analysis, Research & Writing I, II & III; Professional Responsibility; Property I & II; Torts; and Wills & Estates (formerly Estates & Trusts).

Part-time began in fall 2006:

12.1. Required Courses. A candidate for graduation must have received credit in all required courses,

namely, Business Associations; Civil Procedure I & II; Constitutional Law; Contracts I & II; Criminal Law; Criminal Procedure; Evidence; Legal Analysis, Research & Writing I, II & III; Professional Responsibility; Property I & II; Torts; and Wills & Estates (formerly Estates & Trusts).

Full-time began in fall 2005:

12.1. Required Courses. A candidate for graduation must have received credit in all required courses, namely, Business Associations; Civil Procedure I & II; Constitutional Law; Contracts I & II; Criminal Law; Criminal Procedure; Evidence; Legal Analysis, Research & Writing I, II & III; Professional Responsibility; Property I & II; Torts; and Wills & Estates (formerly Estates & Trusts).

Part-time began in fall 2005:

12.1. Required Courses. A candidate for graduation must have received credit in all required courses, namely, Business Associations; Civil Procedure I & II; Constitutional Law; Contracts I & II; Criminal Law; Criminal Procedure; Evidence; Legal Analysis, Research & Writing I, II & III; Professional Responsibility; Property I & II; Torts; and Wills & Estates (formerly Estates & Trusts).

Notes:

Civil Procedure I & II became Civil Procedure in the 2010-2011 academic year.

Legislation & Regulation was added in the 2010-2011 academic year.

Estates & Trusts was renamed Wills & Estates for the 2009-2010 academic year. ■

CODE OF CONDUCT

Policy

Statement of Purpose and Application

1.1. Texas Wesleyan School of Law expects students to conduct themselves at all times in a manner that is consistent with the highest ethical standards of integrity and honesty required by the legal profession. As part of their preparation for the legal profession, students at Texas Wesleyan School of Law will better understand their duties as lawyers by practicing and by upholding ethical standards of conduct throughout their time as students.

1.2. By ensuring academic integrity, the standards of conduct are designed to provide an environment in which each student can be evaluated fairly, free from the inequity of competing with others who attempt to enhance their own efforts unfairly.

1.3. Upon enrollment at Texas Wesleyan, all entering students will be provided a copy of this Code of Conduct and will be charged with notice of, and be bound by, this Code. The Law School reserves the right to amend this Code and shall provide notice of those amendments. Students are bound by the Code provisions in effect at the time of the alleged misconduct.

1.4. Although remedies for violation of the standards of conduct may be imposed by the University or local law enforcement bodies, the School of Law may elect to impose its own sanctions as well.

1.5. All confidentiality provisions of this Code of Conduct are subject to the reporting requirements of bar licensing authorities or as otherwise required by law.

Definitions

2.1. Associate Dean: the Associate Dean for Academic Affairs or such other tenured faculty member as may be designated by the Dean of the Law School.

2.2. Code: the Texas Wesleyan School of Law Student Code of Conduct.

2.3. Committee: the Hearing Committee, as defined in 5.3.1.

2.4. Instructor: a person who teaches, instructs, directs, supervises, or oversees students on a full-time, part-time,

adjunct, visiting, advisory, or any other basis, whether compensated or not. Instructor also includes assistants, student teaching assistants, and guest lecturers.

2.5. Intentionally: a person acts intentionally, or with intent, with respect to an act or to a result, when it is his or her intention, conscious object, or desire to engage in the act or to cause the result.

2.6. Knowingly: a person acts knowingly, or with knowledge, with respect to the nature of his or her conduct or to the circumstances surrounding that conduct, when he or she is aware of the nature of that conduct or that those circumstances exist. A person also acts knowingly, or with knowledge, with respect to the result of his or her conduct, when that person is aware that the conduct is reasonably likely to cause that result.

2.7. Law School Community: the students, faculty, deans, and all employees of Texas Wesleyan School of Law, including University employees who are assigned duty at the Law School.

2.8. Law School: Texas Wesleyan School of Law.

2.9. Publish: to make public, to circulate, or to make known to people generally.

2.10. School of Law: Texas Wesleyan School of Law.

2.11. Sponsored Activity: any activity, program, or event with which the Law School is connected in any way, both directly, such as activities, programs, or events that are Law School funded, or indirectly, such as activities, programs, or events that students attend as representatives of the Law School.

2.12. Standards of Conduct: the rules listed in Section 3 of this document.

2.13. Student: any person currently or formerly enrolled in the Law School. "Student" also includes a student from another law school taking a course or participating in a program at Texas Wesleyan School of Law.

2.14. University: Texas Wesleyan University.

Standards of Conduct

3.1. Examinations

3.1.1. No student may intentionally or knowingly breach the administrative security maintained for preparation

and storage of exams.

3.1.2. No student may intentionally or knowingly give, solicit, receive, or obtain aid of any nature from any source during an examination, unless expressly authorized by the instructor.

3.1.3. No student may use any materials, aids, or devices during an examination unless expressly authorized by the instructor.

3.1.4. No student may work on his or her examination other than during the time prescribed, or in a room other than the one designated for the taking of the examination, nor may a student remove the examination from that room, unless expressly authorized by the instructor.

3.1.5. No student may intentionally or knowingly act in any manner that would unreasonably interfere with other examinees during the time set for the examination.

3.1.6. No student may discuss an examination with any other student while the examination is in progress.

3.1.7. No student may take an examination for another student or permit another person to take an examination for the student.

3.1.8. No student who has taken an examination may intentionally or knowingly convey, directly or indirectly, to another student any information about the contents of that particular examination that the other student has yet to take.

3.1.9. No student who has not yet taken the same examination may intentionally or knowingly solicit or receive information about the contents of that particular examination from a student who has already taken it.

3.1.10. No student may intentionally or knowingly convey to an instructor any information that tends to identify his or her authorship of an examination yet to be graded.

3.2. Classroom Conduct

3.2.1. No student may intentionally or knowingly fail to acknowledge his or her presence when called upon in class.

3.2.2. No student may mark as present or otherwise indicate the presence in class of another student who is not actually present.

3.2.3. No student may permit another to mark or otherwise indicate the student's presence in class when in fact that student is not present.

3.2.4. No student who is not present for the entire class may sign the attendance roster, unless the student

notes the portion of the class missed on the roster, or, in the event of an emergency, the student reports the portion of class missed to Student Services as soon as practicable.

3.2.5. No student may intentionally or knowingly disrupt the classroom or otherwise interfere with the right of others in the class to learn.

3.3. Student Work Product

3.3.1. No student may intentionally or knowingly represent as his or her own the research, ideas, or writing of another without acknowledging and clearly identifying such material in an appropriate manner.

3.3.2. No student may use or submit the same or essentially the same paper or other work product, or a substantial portion thereof, for credit in more than one course at any law school without making full disclosure to the instructors or advisers involved and obtaining their express consent.

3.3.3. No student may intentionally or knowingly solicit or receive assistance in the preparation of work to be submitted for academic credit or in connection with a Law School academic activity from any person unless authorized by the instructor.

3.3.4. No student may intentionally or knowingly give assistance in the preparation of work to be submitted for academic credit or in connection with a Law School academic activity unless that assistance is authorized by the instructor.

3.3.5. No student may work with another in the preparation of work to be submitted for academic credit or in connection with a Law School academic activity unless that collaboration is authorized by the instructor.

3.3.6. No student may intentionally or knowingly falsify or invent any information or citation in work to be submitted for academic credit or in connection with a Law School academic activity.

3.4. Misuse of Property or Services

3.4.1. No student may intentionally or knowingly conceal, damage, deface, destroy, or retain without authorization any book, material, or equipment belonging to the Law School.

3.4.2. No student may intentionally or knowingly conceal, damage, deface, destroy, misuse, or retain without authorization the property of any member of the Law School community.

3.4.3. No student may intentionally or knowingly take or copy material (such as personal items, books, notebooks, outlines, papers, or notes) belonging to another student

without the consent of the latter.

3.4.4. No student may intentionally or knowingly alter or damage or gain unauthorized access to any computer, computer system, computer file, database, or other data maintained or provided by or through the Law School or the University.

3.4.5. No student may obtain, use, or consult any teacher's manual being used in a course unless expressly authorized by the instructor.

3.4.6. No student may, without the consent of the Dean of the Law School, post the logo of Texas Wesleyan School of Law or any other trademark belonging to the Law School on any website. No student may, without the consent of the Dean of the Law School, represent that the Law School endorses a particular website or any statement therein.

3.5. Mistreatment or Endangerment of Others

3.5.1. No student may employ force or violence, or the threat of force or violence, against any person on Law School or University premises or at any Law School- or University-sponsored activity.

3.5.2. No student may engage in conduct that threatens or endangers the health or safety of any person on Law School or University premises or at any Law School- or University-sponsored activity.

3.5.3. No student may intentionally or knowingly harass, intimidate, or invade the privacy of any student or employee of the University. Harassment includes engaging in a course of conduct directed at a specific person that causes substantial emotional distress in that person, or would tend to cause such distress in a reasonable person. The conduct may be words, gestures, or actions that tend to annoy, taunt, alarm, tease, or otherwise abuse the victim.

3.5.4. No student may intentionally or knowingly publish any statement directed at a person with the intent to vilify or stigmatize that person and which has the effect of harassing, intimidating, or invading the privacy of that person.

3.5.5. No student may, while on the Law School premises, intentionally or knowingly display on any computer material that would reasonably be considered offensive to others.

3.5.6. No student may possess a firearm or explosive material or device on University or Law School property, with the exception of a law enforcement officer, who may carry a firearm if required to do so by law.

3.6. False Statements

3.6.1. No student may intentionally or knowingly

furnish false, misleading, or incomplete information in connection with his or her admission to, or retention in, the Law School. For purposes of this section, 'admission' and 'retention' include all matters relating to financial aid and scholarships.

3.6.2. No student may forge, alter, or use school documents, records, or identification cards with intent to defraud or mislead.

3.6.3. No student may intentionally or knowingly make any false representation on a resumé, transcript, or other written material relating to his or her Law School credentials, nor may any student falsely represent his or her Law School credentials in any other way to a potential employer or academic institution.

3.7. Abuse of Process

3.7.1. No student may intentionally or knowingly falsely accuse another student of violating the standards of conduct.

3.7.2. No student may induce or attempt to induce a person to violate the standards of conduct.

3.7.3. No student may intentionally or knowingly give false information, refuse to give information, refuse to testify, or otherwise refuse to cooperate in any investigation, proceeding, or hearing involving a violation of the standards of conduct.

3.7.4. No student may intentionally or knowingly solicit another to give false information, refuse to give information, refuse to testify, or otherwise refuse to cooperate in any investigation, proceeding, or hearing involving a violation of the standards of conduct.

3.7.5. No student may retaliate against anyone who has made a charge, testified, assisted, or participated in any manner in an investigation, proceeding, or hearing brought under this Code.

3.7.6. No student may breach the confidentiality of any proceeding brought under this Code.

3.7.7. No student may refuse to comply with any requirement or sanction imposed upon him or her under this Code.

3.8. Criminal Offenses

3.8.1. No student may intentionally or knowingly engage in any conduct that is unlawful on Law School or University premises or at a Law School- or University-sponsored activity.

3.8.2. Any student convicted of a federal, state, or local felony or any federal, state, or local offense involving dishonesty, fraud, deceit, or misrepresentation is subject to sanction under this Code.

3.8.3. Students are under a continuing obligation to report any arrest, citation, ticket, or charge of any violation of the law, excluding minor traffic violations, regardless of whether charges were formally brought against the student, regardless of whether charges against the student were dismissed, regardless of whether the student was acquitted, and regardless of whether adjudication was withheld or a conviction was reversed, set aside, or vacated. This obligation begins from the date of acceptance by the Law School and continues until graduation. Students are obligated to make this report in writing to the Associate Dean for Academic Affairs as a petition to amend (update) the Law School application.

3.9. Reporting Obligations

3.9.1. Any person who has knowledge that test security has been breached either intentionally or otherwise and who fails to report that breach to the instructor whose test is concerned or to the Associate Dean is subject to sanction under this Code.

3.9.2. Any student who has knowledge that a violation of the standards of conduct has occurred and who fails to report that violation is subject to sanction under this Code.

3.9.3. Any student who has been charged with a violation of the law is obligated to report that charge to the Associate Dean for Academic Affairs in accordance with section 3.8.3 of this Code.

Reporting Charges of Misconduct

4.1. Each member of the Law School community should assist in ensuring compliance with the Code by immediately bringing to the attention of the Associate Dean any act that may reasonably be considered to constitute a violation of the standards of conduct. All members of the Law School community share a responsibility to take appropriate action when potential violations of the standards of conduct occur. All members of the Law School community should also be mindful of the fact that bar licensing authorities, including the Texas Board of Law Examiners, require that the Law School report all allegations, whether proven or not.

4.2. The failure to report violations of the standards of conduct is itself a chargeable offense under this Code. The Code cannot function, and the standards of conduct cannot be appropriately promoted, if members of the Law School community do not report violations when they occur. This requirement is supported by the reporting requirement in Rule 8.03 of the Texas Disciplinary Rules of Professional Conduct.

4.3. Students who have committed violations of the standards of conduct are encouraged to report themselves. Self-reporting does not excuse any violation, but it may be considered in determining the appropriate sanction.

Procedures for Administration

5.1. Initial Procedures

5.1.1. Any person who becomes aware of behavior that may reasonably be considered to violate the standards of conduct shall bring the matter to the attention of the Associate Dean by filing a complaint.

5.1.2. The complaint shall be in writing, identify the complainant, and state in plain language and with reasonable particularity the date, place, and act complained of, and if possible, identify the standard of conduct that may have been violated.

5.1.3. The Associate Dean shall conduct an initial investigation into any allegation of conduct in violation of the standards of conduct.

5.1.4. If the alleged violation occurred in connection with a course, the Associate Dean shall notify the instructor.

5.2. Informal Resolution

5.2.1. If, after investigation, the Associate Dean determines that the behavior complained of does not constitute a violation of the standards of conduct, the Associate Dean will dismiss the complaint and so notify the complainant and, if applicable, the instructor.

5.2.2. If, after investigation, the Associate Dean determines that a violation may have occurred, the Associate Dean shall meet with the student alleged to have committed the violation and shall inform the student of the evidence upon which the Associate Dean is acting. The student shall be entitled to speak on his or her own behalf. The identity of the complainant shall remain confidential.

5.2.3. If the Associate Dean is persuaded that the alleged violation did not occur, the Associate Dean shall record that the allegation was not substantiated and shall report that conclusion to the student alleged to have committed the violation, and, if the alleged violation occurred in connection with a course, to the instructor.

5.2.4. If the Associate Dean determines that a violation of the standards of conduct did occur, the Associate Dean will prepare a charge, which will include a description of the findings, and the proposed sanction to be imposed.

5.2.5. Upon presentation of the findings and the sanction drafted by the Associate Dean, the charged student shall respond to the charge in writing within fourteen calendar days of receiving it.

5.2.6. If the student admits the charge and agrees to the imposition of the proposed sanction, the student shall so indicate on the charge form and sign the form, and the sanction shall be imposed. A copy of the signed form shall be kept by the Associate Dean, who will forward a copy to the instructor if the violation occurred in connection with a course.

5.2.7. If the charged student believes that the charge is not accurate or that the sanction imposed is inappropriate, or if the charged student fails to respond to the charge within the time specified in section 5.2.5, the case shall be referred to the Hearing Committee, as outlined in section 5.3.2.

5.2.8. Any person who feels aggrieved by the failure of the Associate Dean to take appropriate action with regard to any alleged violations of the standards of conduct may report the matter to the Dean.

5.3. Hearings

5.3.1. Appointment, Composition, and Role of Hearing Committee

5.3.1.1. The Dean of the Law School will appoint a standing Hearing Committee. The Hearing Committee shall be composed of three faculty members and two students. The Hearing Committee shall choose one of the faculty members to act as chair of the committee.

5.3.1.2. The role of the Hearing Committee is to call and question relevant witnesses, determine the facts, decide upon clear and convincing evidence whether the charged student has committed an act in violation of the standards of conduct, and if so, determine what sanction is appropriate.

5.3.1.3. If any member of the Hearing Committee is the charging party, the instructor in the course involved, a witness, or is alleged to have any bias, the charged student may petition the Dean for the recusal of that member. If the Dean finds that such petition has merit, then the Dean shall appoint a replacement for the recused member of the Hearing Committee.

5.3.2. Hearing Procedures

5.3.2.1. The Associate Dean shall supply the Hearing Committee and the charged student with the charge and the proposed sanction and the names of persons who have knowledge of relevant facts.

5.3.2.2. The Hearing Committee shall give the charged student at least 7 calendar days to prepare for the

hearing and shall notify the student of witnesses who are expected to appear at the hearing.

5.3.2.3. The Hearing Committee may, in its discretion, request that the Associate Dean, or his or her designee, present evidence and question witnesses so as to bring out evidence related to the charge.

5.3.2.4. The charged student may have an adviser of his or her choice, who is not an employee of Texas Wesleyan University, to assist during the hearing. The adviser shall not address the committee or question witnesses unless the committee has requested that someone present evidence and question witnesses under section 5.3.2.3, or unless the committee, in its discretion, permits the adviser to do so.

5.3.2.5. The charged student may question witnesses called by the Hearing Committee. The charged student may also call and question additional witnesses who have relevant facts, provided the student notifies the Hearing Committee at least 3 days prior to the hearing. The committee (and/or its designee under section 5.3.2.3) may question these witnesses and the charged student.

5.3.2.6. The hearing shall be informal. The Hearing Committee shall be guided by fundamental principles of fairness and shall not be bound by strict rules of evidence or procedure. The hearing may proceed even if the charged student, having been notified of the hearing, fails to attend.

5.3.2.7. The committee may limit the presentation of evidence so as to avoid undue delay, waste of time, or needless presentation of cumulative evidence.

5.3.2.8. If the alleged violation occurs in connection with a course, the committee is encouraged to seek the opinion of the course instructor regarding whether any sanction imposed should affect the student's grade. The committee may obtain the instructor's opinion in writing (with a copy provided to the charged student) or by testimony at the hearing.

5.3.2.9. The hearing and the fact of the hearing shall be confidential. Except as required by law or the rules of bar licensing authorities, members of the committee and any witnesses or other participants in the hearing shall not disclose either the fact of the hearing or information given or learned at the hearing to anyone other than members of the committee, the Dean, the Associate Dean, or the Dean of Students.

5.3.2.10. Hearings shall be tape recorded, and the tapes shall be retained a minimum of 3 years.

5.3.3. Post Hearing Procedures

5.3.3.1. After the conclusion of the hearing, the Hearing

Committee shall render a decision as soon as practicable.

5.3.3.2. If the Hearing Committee determines that the charged student did not commit an act in violation of the standards of conduct, the committee shall issue a written finding to that effect. The Hearing Committee may issue a written opinion setting forth its findings of fact and its conclusion. Any members of the committee who dissent from the findings or conclusion may express their dissents in writing, which shall be attached to the committee's written opinion. These opinions will be forwarded to the Associate Dean, who will provide a copy to the student.

5.3.3.3. If the Hearing Committee determines that the student committed an act in violation of the standards of conduct, it shall issue an opinion in writing, setting forth its findings of fact, conclusion, and the appropriate sanction. At least four members of the committee must agree with a determination that the charged student committed an act in violation of the standards of conduct and with the sanction imposed. Any member of the committee who dissents from the committee's findings, conclusion, or sanction may express his or her dissent in writing, which shall be attached to the committee's written opinion. These opinions will be forwarded to the Associate Dean, who will provide a copy to the charged student.

5.3.3.4. In determining the appropriate sanction, the Hearing Committee shall consider the seriousness of the offense, and it may consider the student's prior disciplinary record and the student's truthfulness and cooperation in the investigation and hearing. The committee may take into consideration other appropriate factors, including mitigating circumstances such as any physical, mental, financial, or emotional problems of the charged student. The sanction imposed by the committee may be equal to, less than, or greater than the sanction initially proposed by the Associate Dean.

5.3.3.5. The finding or opinion of the committee shall be the final decision of the Law School. The sanction set forth, if any, in the committee's opinion, shall be imposed 10 calendar days from the issuance of the opinion, unless the student appeals as provided in section 5.4.

5.4. Appellate Review

5.4.1. If the charged student disagrees with the Hearing Committee's opinion, he or she has the right to appeal to the University's Provost.

5.4.2. A student wishing to appeal shall, within 10 calendar days of the issuance of the Hearing Committee's opinion, provide the Associate Dean with a Letter of Appeal stating the grounds for the appeal.

5.4.3. An appeal may be based only on new evidence that was not available at the time of the hearing and that could not have been discovered by due diligence by that time, evidence of bias on the part of the Hearing Committee, or failure of the Hearing Committee to follow the procedures specified in this Code. Mere dissatisfaction with the outcome of the hearing is not a ground for appeal. Harmless error shall be disregarded on appeal.

5.4.4. Upon receiving the Letter of Appeal, the Associate Dean shall transmit the complete case file, including the Hearing Committee's written opinion and the Letter of Appeal, to the Provost. The Associate Dean may include a response on behalf of the Law School to the student's Letter of Appeal.

5.4.5. The Provost shall render a written decision on the appeal and return the file to the Associate Dean.

Sanctions

Any one or more of the following sanctions may be imposed for a violation of the standards of conduct.

6.1. Warning: an oral statement to the student that he or she has violated the standards of conduct and that continuation or repetition of the conduct found wrongful may be cause for more severe disciplinary action in the future.

6.2. Private Reprimand: a written letter of reprimand sent to the student, with a copy placed in the student's permanent file, but which may not be disclosed to third parties.

6.3. Formal Reprimand: a written letter of reprimand that is placed in the student's permanent file, and that may be disclosed to any bar association, prospective or current employer, or law school officials of any law school to which the student applies for admission.

6.4. Transcript Notation: the permanent notation "Student Code of Conduct Violation – Course Work" or "Student Code of Conduct Violation – Not Course Work," as appropriate, on the student's transcript.

6.5. Disciplinary Probation: the restriction, suspension, or exclusion from participation in moot court, law review, or other co-curricular activity; from working as a teaching assistant; or from holding office in any student organization.

6.6. Loss of Academic Credit (for misconduct related to course work): change in a course grade, withdrawal of academic credit for a course, or withdrawal of credit for a course assignment, with or without an opportunity to redo the assignment.

6.7. Loss or denial of, or disqualification for, scholarships,

academic prizes, awards, or honors.

6.8. Restitution: financial reimbursement for damage or misappropriation of property. Reimbursement may take the form of appropriate service to repair or otherwise compensate for damage.

6.9. Suspension: exclusion from classes for a specified period of time, not to exceed one year. During the period of suspension, the offender may receive no credit toward a law degree.

6.10. Expulsion: termination of the student's status for an indefinite period of time. The conditions for readmission, if readmission is contemplated, shall be stated in the order of expulsion.

6.11. Withdrawal of Degree: withdrawing award of a degree.

Publication

7.1. Any student who has been subject to any sanction for a violation of the standards of conduct must, upon requesting a reference from any faculty member, inform the faculty member of the sanction. The Associate Dean shall remind students of this obligation at the time any sanction is imposed. Any faculty member who has been asked to give a recommendation regarding a student may inquire of the Associate Dean as to whether that student has been sanctioned under this Code.

7.2. The Associate Dean and the Hearing Committee shall annually prepare and distribute a report summarizing all charges made under this Code in the previous academic year and the disposition of such charges, including the sanctions imposed, if any. The report shall not give the names of the students involved. The report shall be distributed to the faculty and deans and to the president of the Student Bar Association and shall be made available upon request to any student. ■

COURSE DESCRIPTIONS

Texas Wesleyan School of Law offers a curriculum designed to provide fundamental knowledge and skills required of the legal advocate, together with specialty courses enabling students to obtain a rich and varied legal education.

Following is a list of courses typically offered at the law school during a three-year period. Some courses are offered only in alternate years, and the curriculum varies slightly from year to year. Lockstep courses (required courses that must be taken in a prescribed sequence) and other required courses are offered every year.

The number of credit hours is listed in parentheses, and the corresponding course number appears on the right. Courses that fulfill the skills requirement have an S appended to the course number. (See Section 3.4 of the Academic Standards for more information.)

Lockstep Courses

Civil Procedure (4) LAW-7005
A study of the rules and doctrines that define the process of civil litigation in American courts, with primary emphasis on the U.S. Constitution, the federal judicial code, and the Federal Rules of Civil Procedure. The course may cover topics such as the jurisdiction and competence of courts, conflicts between state and federal law, pleading, discovery, joinder of claims and parties, disposition without trial, trial and post-trial process, appellate review, and the effects of judgment.

Constitutional Law (4) LAW-7010
A study of the provisions in the U.S. Constitution governing the form of government and the powers of the federal judiciary, legislature, and executive; the relations between the federal government and the states; the limitations on governmental power over individuals inherent in constitutional provisions relating to due process and equal protection; and the restrictions on private action mandated or permitted by these constitutional provisions.

Contracts (4) LAW-7017
A study of the enforceability of promises, the creation of contractual obligations, performance and breach, the impact of the contract on the legal relationships of nonparties, and the examination of contract doctrine in three settings: personal service, sales of goods, and construction contracts.

Criminal Law (4) LAW-7021
An inquiry into the sources and goals of criminal law, the concepts of actus reus and mens rea, characteristics of specific offenses, inchoate crimes, accomplice liability, and general defenses.

Legal Analysis, Research & Writing I (3) LAW-7001
Legal Analysis, Research & Writing II (3) LAW-7002
A study of analysis, research, and writing skills essential to the solution of legal problems and the practice of law. Analytical skills, essential for all of law school and law practice, are covered throughout each course. Students learn the methods of legal research through hands-on library experience. Students will write at least two legal memoranda and a trial brief in the first year.

Legislation & Regulation (3) LAW-7418
An introduction to the role of statutes and administrative regulations in the practice of law, including their creation, amendment, and interpretation. Students will explore such topics as the interpretive and lawmaking roles of the three branches of government; statutory interpretation; delegation and administrative agency practice; and regulatory governance. The course is a building block for courses in legislation, administrative law, constitutional law, and a wide range of specialized courses that rely on statutory and regulatory law, including bankruptcy, commercial law, environmental law, intellectual property, securities regulation, and tax law.

Property (4) LAW-7032
An introduction to personal property and real property laws, including estates and future interests in land, landlord-tenant problems, and issues relating to private and public land use.

Torts (4) LAW-7042
A study of the basic principles of civil liability for harm to persons or property. Topics include intentional torts, negligence, strict liability, defenses, and damages. Additional topics may be included.

Advanced Required Courses

Business Associations (4) LAW-7055
A study of business organizations, including partnership, limited partnership, and other unincorporated business forms and business corporations; the factors affecting the selection of the form of a business enterprise; the nature of corporate entities; and the promotion, organization, activities, financing, management, and

dissolution of business corporations. Prerequisite: One year of law school in the full-time or part-time program, including Contracts.

Criminal Procedure (3) LAW-7065
This course considers issues relating to constitutional constraints on the investigation and prosecution of criminal offenses. Prerequisite: One year of law school in the full-time or part-time program.

Evidence (4) LAW-7080
An examination of the problems of proof, including study of the admission and exclusion of evidence on the basis of relevancy, policy, and protection of the individual or the state; the examination of witnesses; substitutes for evidence; and procedural considerations. Prerequisite: One year of law school in the full-time or part-time program, including Civil Procedure.

Legal Analysis, Research & Writing III (see below)
Topics vary. Students may fulfill this requirement with any of several LARW III classes.

LARW III: Appellate Drafting (2) LAW-7785
This course hones students' analytical and persuasion skills through a focus on appellate brief writing and oral advocacy in the appellate court setting. Students will have numerous smaller writing projects during the course, which will culminate in a large brief-writing project due near the end of the semester. Students will also participate in significant oral argument exercises. Prerequisite: One year of law school in the full-time or part-time program, including LARW I & II.

LARW III: Contract Drafting (2) LAW-7780
This hands-on course covers contemporary commercial drafting of contracts, an essential skill for transactional practice that is also useful for litigators. Topics include translation of a client's business deal into contract language; the organizational paradigm for a formal contract; drafting definitions, covenants, representations, and warranties; deconstructing and marking up contracts; transactional and formbook research; and proper use of boilerplate provisions. Students will draft at least two major contracts and will have smaller drafting and research assignments throughout the course. Prerequisite: One year of law school in the full-time or part-time program, including LARW I & II and Contracts.

LARW III: Estate Administration Drafting (2) LAW-7461
This course is designed to teach students how to open, conduct, and close an administration of a decedent's estate under Texas law. Topics include independent and dependent administrations; probate of the decedent's will; powers, rights, and duties of the personal representative; payment of creditors' claims; and informal probate procedures. This course will provide a

practical look at how to represent a client who is serving as the personal representative of a decedent's estate or who is a beneficiary of a decedent's estate. There will be no exam for this course. Students' grades will be based on various drafting projects assigned throughout the semester. Prerequisites: (1) One year of law school in the full-time or part-time program, including LARW I & II; (2) Wills & Estates.

LARW III: Estate Planning and Drafting (2) LAW-7779
This course involves working through hypothetical clinical problems, including extensive drafting and working closely with the professor. The problems involve comprehensive planning and drafting of estate planning documents to effectuate the plan. Prerequisites: (1) One year of law school in the full-time or part-time program, including LARW I & II; (2) Wills & Estates; and (3) Trusts & Fiduciary Responsibilities (may be taken concurrently).
LARW III: Family Law Drafting (2) LAW-7786
This practice skills course covers drafting documents for family law litigation. All aspects of litigation are covered from pretrial to appeal. Students will draft several substantive documents during the course. Prerequisites: (1) One year of law school in the full-time or part-time program, including LARW I & II; (2) Family Law.

LARW III: Litigation Drafting (2) LAW-7782
This practical course deals with drafting litigation documents. Using a state trial court forum and the Texas Rules of Civil Procedure, students draft litigation documents that they can expect to prepare in typical litigation cases. Topics covered include conducting client interviews; drafting petitions, answers, and affirmative defenses; propounding written discovery; objecting to and answering written discovery; preparing and arguing motions; and preparing other litigation-related documents. Students will draft a major persuasive motion and will have several smaller drafting and research assignments throughout the course. Prerequisite: One year of law school in the full-time or part-time program, including LARW I & II and Civil Procedure.

LARW III: Patent Law Drafting (2) LAW-7781
This skills-based writing course introduces students to the practice of patent prosecution, which is the process of obtaining a patent from the United States Patent and Trademark Office. The course follows the process from the initial client interview through the issuance of a patent and through post-issuance filings. Writing assignments include a patentability opinion letter, an original patent application, and a response to an Office Action. Some scientific or technical expertise may be helpful, but is not required. Prerequisites: (1) One year of law school in the full-time or part-time program, including LARW I & II; (2) Patent Law.

LARW III: Real Estate Drafting (2) LAW-7783
This practice skills course covers drafting commonly used

real estate documents. The focus is on Texas practice, and both personal and commercial transactions are covered. Students will draft several substantive documents during the course. Prerequisite: One year of law school in the full-time or part-time program, including LARW I & II and Property.

LARW III: Trademark Practice (3) LAW-7784

This skills-based writing course introduces students to the practice of trademark prosecution, which is the process of registering trademarks with the United States Patent and Trademark Office. Trademark prosecution is a significant aspect of a legal practice in intellectual property, and this course seeks to develop students' practical, analytical, and counseling skills in this area through a series of contextualized writing assignments. This is a limited enrollment course. No online registration. Prerequisites: (1) One year of law school in the full-time or part-time program, including LARW I & II; (2) Trademark & Unfair Competition (may be taken concurrently).

Professional Responsibility (2) LAW-7090

A study of the rules regulating the practice of law. Prerequisite: One year of law school in the full-time or part-time program.

Wills & Estates (3) LAW-7076

This course (formerly Estates & Trusts) covers the basics of testate and intestate succession, including the following topics: drafting, execution, and construction of attested and holographic wills; testamentary capacity, undue influence, and fraud; revocation of wills; distribution of intestacy; nonprobate transfers of property; and ethical issues that arise during estate planning. There will be a significant focus on Texas law in the coverage of these topics. Prerequisite: One year of law school in the full-time or part-time program, including Property.

Core Curriculum Elective Courses

Administrative Law (3) LAW-7113

A study of the legal principles and procedures to which an unelected bureaucracy must conform to achieve legitimacy. The course reviews the problems inherent in a relatively disunited body of law derived from disparate sources, but concentrates on the Constitution and other federal law as the primary sources of organizing principles for administrative law and procedure. Topics addressed may include the constitutional underpinnings of the federal bureaucracy, judicial review of agency fact finding and legal interpretation, extra-statutory administrative common law, the grounds for dividing administrative actions into adjudication and rule making, the essential components of due process in agency adjudication, and the availability of judicial review of agency action. Prerequisite: One year of law school in the full-time or part-time program.

Advanced Torts (3) LAW-7104

Building on the material covered in Torts, this course examines various topics in the law of torts such as products liability, defamation, invasion of privacy, and business torts, including misrepresentation and interference with contractual relations. Prerequisite: One year of law school in the full-time or part-time program, including Torts.

Agency & Partnership (2) LAW-7122

A study of the common law of principal and agent, and the law of unincorporated business entities, including general and limited partnerships and limited liability companies. Prerequisite: One year of law school in the full-time or part-time program.

Consumer Law (2) LAW-7195

A study of the current state of the law as it applies to consumer transactions. Topics include debt collection practices, credit disclosure and regulation, product liability, the Texas Deceptive Trade Practices Act, the work of the Federal Trade Commission, truth in lending laws, and fair credit laws. Prerequisite: One year of law school in the full-time or part-time program, including Torts and Contracts.

Family Law (3) LAW-7301

A study of legal problems related to the establishment, dissolution, reorganization, and evolving definitions of the family and family-like relationships in America, including premarital arrangements, marriage (formal and informal), divorce, parent-child relationship, division of marital property, spousal and child support, domestic violence within the family, and same-sex unions. Prerequisite: One year of law school in the full-time or part-time program.

Federal Income Taxation (3) LAW-7319

A study of the basic principles of federal income tax, concentrating upon individual taxpayers, business taxpayers, and investors as taxpayers. Particular emphasis is placed on the use of the Internal Revenue Code and federal tax regulations. Prerequisite: One year of law school in the full-time or part-time program.

Marital Property (2) or (3) LAW-7429 / LAW-7428

A study of the property rights of husband and wife under the Texas community property system, including coverage of the law relating to homestead. Prerequisite: One year of law school in the full-time or part-time program.

Oil & Gas (3) LAW-7444

A study of oil and gas law with emphasis upon the interests that may be created in oil and gas, the transfer and conveyance of such interests, rights of operators and landowners, provisions in the oil and gas lease, the rights of assignees, and regulations dealing with exploration, production, and conservation. Prerequisite: One year

of law school in the full-time or part-time program, including Property.

Payment Systems (2) LAW-7454

This course explores commercial paper, bank deposits, and collections under UCC Articles 3 and 4. Topics covered include negotiability and the rights and obligations of parties to commercial paper, defenses to liability, relationship of banks and customers, check collection, and suretyship. Prerequisite: One year of law school in the full-time or part-time program, including Torts and Contracts.

Remedies (2) or (3) LAW-7241 / LAW-7484

A review of the forms of legal and equitable relief a court is equipped to grant by way of redress to those who have been or may be injured, including alternative choices and the tactical advantages of each. The course may also discuss the scope of judges' powers of contempt. Prerequisite: 56 completed hours.

Sales & Leases (2) or (3) LAW-7556

A study of the sale and lease of goods and the principal commercial law governing such transactions. Law dealt with in the course includes Articles 2 and 2A of the Uniform Commercial Code as well as the United Nations Convention on Contracts for the International Sale of Goods. Covered topics include sale and lease contract formation, establishment of express and implied contract terms, creation and disclaimer of warranties, risk of loss, and remedies for breach. Prerequisite: One year of law school in the full-time or part-time program, including Contracts.

Secured Transactions (3) LAW-7488

A study of personal and commercial financing by loans and credit sales under agreements creating security interests in the debtors' personal property (Article 9 of the UCC and relevant provisions of the Bankruptcy Code). Prerequisite: One year of law school in the full-time or part-time program, including Contracts and Property.

Texas Criminal Procedure (3) LAW-7532

A study of laws regulating Texas' criminal process, arrest to post-conviction review, emphasizing its unique characteristics. Prerequisites: (1) One year of law school in the full-time or part-time program; (2) Criminal Procedure.

Texas Pretrial Procedure (3) LAW-7540

A study of Texas law in civil cases pertaining to processes before trial, including jurisdiction, venue, initiating legal proceedings, obtaining factual information from parties and nonparties, and terminating litigation prior to trial. Prerequisite: One year of law school in the full-time or part-time program, including Civil Procedure.

Texas Real Property (2) or (3) LAW-7352 / LAW-7533

This course examines Texas real property law through Texas case law and the Texas statutory law. Topics include

conveyances of real property (including contracts and deeds), liens, adverse possession, and servitudes (i.e., easements, real covenants, and equitable servitudes). Prerequisite: One year of law school in the full-time or part-time program, including Property.

Texas Trials & Appeals (3) LAW-7548

A study of Texas law in civil cases pertaining to trial and appellate procedure concerning the jury, presentation of the case, motions for instructed verdict, the court's charge, the verdict, trial before the court, post-trial motions and procedures, final and appealable judgments, appellate jurisdiction, perfection of appeal, the courts of appeal, the Supreme Court of Texas, and original proceedings in appellate courts. Prerequisite: One year of law school in the full-time or part-time program, including Civil Procedure.

Trusts and Fiduciary Responsibilities (2) LAW-7174

A comprehensive study of the law of trusts, including creation, administration, amendment, and termination of trusts; powers, rights and duties of settlors, trustees and beneficiaries; fiduciary duties and liability of trustees; and creditors' rights. Emphasis is on Texas law. Prerequisite: One year of law school in the full-time or part-time program, including Property.

General Curriculum Elective Courses

Accounting for Lawyers (3) LAW-7105

This course provides students with a fundamental understanding of accounting principles, highlights the importance of accounting issues to the practice of law, and introduces critical techniques of financial analysis, including time value of money, leverage, return metrics, and business valuation. No prior training in finance or accounting is needed. Prerequisite: One year of law school in the full-time or part-time program.

Adoption Law (2) LAW-7114

This course covers many aspects of adoption law, including consent of birthparents, termination of parental rights, Indian Child Welfare Act, transracial and transcultural adoption, international adoption, access to information, the effects of adoption, and actions for wrongful adoption. Prerequisite: One year of law school in the full-time or part-time program.

Advanced Alternative Dispute Resolution (2) LAW-7270S

The course is designed to enhance the settlement advocacy skills of the 12 students who rank highest each year in the Intramural Dispute Resolution Competition and who will represent the law school in the five national ADR competitions. Providing focused skills-building and designated practice times using lecture, role-plays, filmed critiques, and simulations, this class promotes esprit de corps, friendly competition, and rapid skills development. There is no exam. All students are required to participate in at least one competition and to be

available to assist each team with research, practice sessions and critiquing. Prerequisite: Professor approval.

ADR Survey: Negotiation, Mediation & Arbitration (3) LAW-7222S

This course will serve as an introduction to the main three tools of Alternative Dispute Resolution: negotiation, mediation, and arbitration. (Negotiation is when two or more parties work together to achieve a mutually acceptable agreement; mediation is when a neutral third party plays the role of mediator in assisting by asking questions and guiding the conversation of two or more parties as they work together to achieve a mutually acceptable agreement; and arbitration is when a neutral third party takes on the role of judge and decides the outcome of a disputed matter after it is presented to him or her in a setting similar to a court trial.) Through the use of lecture, simulations, and exercises, students will learn both theoretical and practical aspects of all three tools. Prerequisite: One year of law school in the full-time or part-time program.

Analytical Methods for Lawyers (3) LAW-7571

This course will introduce students with little or no quantitative background to the basic analytical techniques that attorneys need to master to represent their clients effectively. The course will review decision analysis, game theory and information, contracting, accounting, finance, microeconomics, economic analysis of the law, fundamental of statistics, and multiple regression analysis. Prerequisite: One year of law school in the full-time or part-time program.

Animal Law (2) LAW-7604

This course provides an overview of the changing relationship between society and animals by examining the development of both civil and criminal law as it relates to animals. The course also explores the philosophical issues that drive the law's evolution and describes the law as an expression of how we share the environment with animals. Prerequisite: One year of law school in the full-time or part-time program.

Art Crimes (3) LAW-7107

From Adolph Hitler's monumental looting to Giacomo Medici's illicit trafficking, from the Gardner Museum heist to the Baghdad Museum pillage, works of art and antiquity (and their owners) have suffered at the hands of scoundrels perpetrating art crimes. Victims include individual art collectors, ethnic and religious groups, cultural institutions, and entire nations. This course will explore the murky underworld of the art trade, where art theft, fraud, forgery, looting, art-napping, and other sordid crimes unfold. We will study legal protections and enforcement mechanisms that exist in the domestic and international realms to solve art crimes, catch the criminals, provide remedies to the victims, and seek to protect cultural treasures. Prerequisite: One year of law school in the full-time or part-time program.

Art Law (2) or (3) LAW-7106 / LAW-7205

This course provides a thorough introduction to the growing area of legal practice known as art law. Students will examine legal and ethical issues relating to the creation, discovery, ownership, transfer, and use of works of visual art, from the ancient to the contemporary. Stakeholders in this field are diverse: they include artists and their subjects, individual and corporate collectors, museums, dealers, auction houses, cultural institutions, treasure hunters, scholars, indigenous groups, sovereign nations, and the general public. Students will examine, discuss, and debate applicable civil and criminal laws and regulations, case law, international treaties and codes of ethics, as well as contracts and other documents used in the practice of art law. This class may be taught at the law school or in the summer in Santa Fe. The class includes trips to museums and other locations relevant to art law. Prerequisite: One year of law school in the full-time or part-time program.

Art of Lawyering (2) or (3) LAW-7118 / LAW-7112

The Art of Lawyering is designed to help students develop and hone the analytic and problem-solving skills that are required for optimal success in law school, the bar exam, and in the practice of law. To enhance their abilities to bring together the law they are learning in a useful manner, students will undertake several practical assignments individually and in small groups for which they will receive detailed feedback. Prerequisite: One year of law school in the full-time or part-time program.

Bankruptcy (3) LAW-7145

A study of the law relating to individual and business liquidations and reorganizations under the Bankruptcy Code. Prerequisite: One year of law school in the full-time or part-time program, including Contracts and Property.

The Business Negotiator (3) LAW-7383S

This course provides students the opportunity to develop and strengthen their negotiation skills mostly in the context of business and transactions work. Through lectures, role-plays, and simulations, students will refine their negotiation strategies and techniques in negotiating deals, contracts, and relationships. While the vast majority of the course will focus on improving student ability to engage in transactions work within the United States, the course will also consider various barriers to deal making in a global context, including culture, ideology, and foreign governments and laws. Prerequisite: One year of law school in the full-time or part-time program.

Children & the Law (2) or (3) LAW-7153/LAW-7154

This course studies the three-sided relationship between children, their parents (or other conservators), and the state. It examines the many complex problems inherent in the questions of when a state should, must, or should not interfere in the parent-child relationship. It tries to define what that relationship includes and looks at the ways that relationship is evolving in the United States

today. The course examines the parent-child relationship through the many forms of Suits Affecting the Parent-Child Relationship (SAPCR), which are common to most states today in their statutes/codes. It does not include any questions of tort liability of parents to or for their children. Prerequisite: One year of law school in the full-time or part-time program.

Civil Evidence Workshop (1) LAW-7891S

This skills practicum focuses on practical subjects related to courtroom evidence. The workshop provides instruction, demonstration, and practice in offering common forms of evidence in civil and criminal trials; common objections and responses to courtroom evidence; depositions, statements, and sworn testimony; and preserving the record and offers of proof. This workshop is open to all students and is recommended for all law students interested in law school mock trial competition or careers in trial advocacy. Prerequisites: (1) One year of law school in the full-time or part-time program; (2) Evidence (may be taken concurrently).

Civil Motion Workshop (1) LAW-7888S

This class will focus not on civil trials (which are becoming increasingly rare) but on civil motion practice (which is still a very active component of a trial lawyer's work). Students will be provided with written motions and responses that were filed in actual nonactive lawsuits. Students will then prepare to argue the motions and responses. At each session, students will be called on to argue either the response or the motion, within appropriate time constraints, in front of a sitting district court judge in Tarrant County. Afterwards each student will receive critique and feedback from fellow students and the professor. Students will be exposed, and must quickly understand, the law related to each motion. However, the focus of this course will be on oral argument skills and developing a level of comfort arguing motions in an actual classroom. Prerequisites: (1) One year of law school in the full-time or part-time program; (2) Civil Procedure (may be taken concurrently).

Civil Rights (3) LAW-7162

This course provides an overview of federal legislation designed to provide private actions to enforce constitutional rights, including the kinds of relief available and limits on recovery. Prerequisites: (1) One year of law school in the full-time or part-time program; (2) Constitutional Law (may be taken concurrently).

Complex Litigation (3) LAW-7179

A study of the procedural rules and doctrines relating to the litigation of complex cases involving multiple parties and/or claims. Particular emphasis will be placed on the Federal Rules of Civil Procedure that relate to class action litigation, joinder of parties and claims, and transfer and consolidation of action. Prerequisite: One year of law school in the full-time or part-time program, including Civil Procedure.

Copyrights (3) LAW-7203

A study of federal and international laws protecting the innovative endeavors of authors. Topics include the history of copyright law, fair use of copyrighted materials, what can be copyrighted, and the interaction of copyright law with other concepts of unfair competition and intellectual property. Prerequisite: One year of law school in the full-time or part-time program.

Copyrights & New Media (3) LAW-7373

There is a growing consumer expectation that we will be able to do online what we are accustomed to doing offline, only more conveniently. With that growing expectation comes frustration for consumers and businesses, as the old way of doing things runs headlong into a wall of rights online that are not implicated in the brick-and-mortar world. Clients are becoming, by necessity, more and more sophisticated in the use of new media, and today's practitioners need to be as informed and innovative as their clients. This course will focus on the effects and implications of copyrights law for new media. Prior courses in intellectual property are not required. The course includes a thorough review of basic copyright law. Prerequisite: One year of law school in the full-time or part-time program.

Corporate Governance (2) LAW-7609

A study of the procedural rules and doctrines relating to the litigation of complex cases involving multiple parties and/or claims. Particular emphasis will be placed on the Federal Rules of Civil Procedure that relate to class action litigation, joinder of parties and claims, and transfer and consolidation of action. Prerequisites: (1) One year of law school in the full-time or part-time program; (2) Business Associations.

Corporate Reorganization Law (3) LAW-7404

The course addresses the problems of an insolvent business. It focuses on Chapter 11 of the Bankruptcy Code and tracks the progress of a debtor filing for relief under that chapter through confirmation of a plan of reorganization. Students will compare alternative remedies, such as the out-of-court workout, and will study strategy and tactics that are used in practice. Students will be divided into teams for two exercises, one a moot court, in which they will play roles in a typical Chapter 11 case. Prerequisites: (1) One year of law school in the full-time or part-time program; (2) Business Associations; and (3) Bankruptcy.

Courthouse Perspectives (1) LAW-7890S

This course will provide students with a practical, hands-on study of various courts in the Tarrant County area, including the Court of Appeals, District Courts (civil, criminal, and family), County Courts (civil, criminal, and probate), and Justice of the Peace Courts. Students will learn about the function, jurisdiction, and personnel of each court. Each day will begin with a lecture at the Court of Appeals by Justice McCoy, which will be followed by visits to the various courts. During the

various visits, students will be introduced to judges, court coordinators, and court reporters. If possible, students will be allowed to observe proceedings in each court they visit. This course will also stress proper courtroom etiquette and nuts-and-bolts procedural training on topics such as how to actually file a document with a court. A short test will be administered on the final day. Prerequisite: One year of law school in the full-time or part-time program.

Criminal Procedure Trial Rights (3) LAW-7313

This course deals with constitutionally mandated judicial processes for determining the guilt or innocence of those accused of crime and for selecting an appropriate penalty. Topics may include bail and pretrial detention, the prosecutor's charging decision, pretrial publicity, the defendant's competency to stand trial, jury selection, trial by jury, the defendant's right of confrontation and compulsory process, the right to effective assistance of counsel, sentencing, direct attacks on criminal convictions, and double jeopardy. Prerequisite: One year of law school in the full-time or part-time program.

Criminal Prosecution Clinic (3) LAW-7863S

This clinic will (1) educate and train students on the law, legal ethics, and skills involved in state criminal prosecutions and (2) expose students to the unique duties and responsibilities of criminal prosecutors as both advocates and ministers of justice. Students will complete a biweekly classroom component taught by adjunct professors who work in the Tarrant County district attorney's office. These sessions will cover substantive, procedural, and ethics-related law relevant to the daily work of prosecutors, as well as lawyering skills employed by prosecutors. In addition, students will be required to complete at least 180 hours of supervised fieldwork during the semester in the Tarrant County district attorney's office. Prerequisites: (1) Completion of at least 45 credit hours; (2) Evidence; and (3) either Texas Criminal Procedure or Texas Criminal Law Practicum (may be taken concurrently).

Death Penalty Litigation (3) LAW-7378

"Death is different" according to the United States Supreme Court in *Gregg v. Georgia*, 428 U.S. 153 (1976). Death penalty litigation is certainly different and more complex than other criminal litigation. This course will examine the trial of death penalty cases, analyzing each phase from pretrial to execution and scrutinizing the roles of judge, prosecutor, defense attorney, jury, and experts. It will also explore the modern death penalty system by studying seminal Supreme Court cases and key Texas cases and statutes. By the end of the course, you should be able to use appropriate legal theories and applicable laws to critically analyze hypothetical problems. Prerequisites: All lockstep courses and Criminal Procedure.

Deposition Skills Workshop (1) LAW-7887S

This course gives students the opportunity to learn

the art of deposition practice and the strategy behind taking depositions. Students will learn and practice fundamental depositions skills; rules pertaining to depositions in federal and state court; how to properly notice a deposition; and how to depose parties, fact witnesses, and experts. The course will conclude with a final deposition performance class in which each student will be provided the opportunity to take and defend a deposition. Enrollment limited to 16. Prerequisite: One year of law school in the full-time or part-time program, including Civil Procedure.

Elder Law (2) or (3) LAW-7588 / LAW-7240

This course presents an overview of the law relating to aging individuals and an older American society, including employment and disability discrimination, retirement, property management, guardianship and protection, health care financing, health care decision-making, housing, and family issues unique to grandparents. When possible, Texas law on particular subjects will also be covered. Prerequisite: One year of law school in the full-time or part-time program.

Employment Discrimination (3) LAW-7248

An in-depth examination of the federal law concerning discrimination in employment on the basis of race, sex, religion, national origin, age, and disability. Topics covered include Title VII of the Civil Rights Act of 1964, the Age Discrimination in Employment Act, the Reconstruction Era Civil Rights Act, the Equal Pay Act, the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990. Prerequisite: One year of law school in the full-time or part-time program.

Employment Law (3) LAW-7260

A study of the law of employer-employee relations in a nonunion context. Students examine issues such as employment at will, retaliatory discharge, and wage and hour laws. The class introduces students to laws relating to the employment relationship. Prerequisite: One year of law school in the full-time or part-time program.

Employment Mediation Clinic (2) LAW-7862S

This course provides students who have already received basic mediation training with opportunities to co-mediate workplace disputes that arise at the Federal Aviation Administration or other agencies. Each student will be required to co-mediate three to five disputes, with the assistance of an experienced and trained mediator, during the course of the semester. Before each mediation, students will review available background documents, meet with their co-mediator, and prepare for the mediation. At the conclusion of each mediation, students will draft a memorandum to the file describing the outcome of the mediation. Students will also keep a journal and participate in classroom sessions to reflect on their experiences. Prerequisites: (1) One year of law school in the full-time or part-time program; (2) preference given to students who have completed ADR

Survey; Negotiation, Mediation, & Arbitration or 40 hours of mediation training.

Energy Law (2) or (3) LAW-7407 / LAW-7408

This course provides an introduction to energy law and regulation in the United States. It focuses on the basic principles of public utility regulation, the division of jurisdiction between federal and state governments, and the key regulatory statutes and case law governing energy resources such as water, coal, oil, natural gas, nuclear and renewable energy. We will analyze the environmental, regulatory, land use, and economic concerns as they relate to each energy source. Finally, this course will provide an introduction to electricity and electric power competition in the United States. Prerequisite: One year of law school in the full-time or part-time program.

Entertainment Law (2) LAW-7268

An examination of basic legal concepts that govern transactions in the entertainment industry, including the constitutional protections of entertainment speech, the rights of individuals who restrict it, copyright fundamentals, contract issues peculiar to the field, and prevailing standards and practices of "the Business." Prerequisite: One year of law school in the full-time or part-time program, including Contracts.

Environmental Law (3) LAW-7277

A study of various approaches for dealing with adverse environmental effects, including private litigation, regulation, and financial incentives. The course surveys air and water pollution, solid and hazardous waste problems, and the National Environmental Policy Act. Attention is also paid to judicial review of legislative and administrative action, the special problems raised by our federal form of government, and the administrative regulatory process in pollution control. Prerequisite: One year of law school in the full-time or part-time program, including Property.

Estate & Gift Tax (3) LAW-7290

A study of income, gift, estate, and generation-skipping transfer taxes relevant to the estate planning process. Planning and drafting principles for complex estate planning are introduced. Prerequisites: (1) One year of law school in the full-time or part-time program; (2) Wills & Estates (may be taken concurrently).

European Union Law (1) LAW-7261

This course examines the EU's multilevel system of governance, its principles of law, and the reach of its powers, both economic and political. Substantive areas covered will include the free movement of goods and people, and the EU's power in global trade and development. Prerequisite: One year of law school in the full-time or part-time program.

Externship (1), (2) or (3) LAW-7835 / LAW-7836 / LAW-7837

This course is designed to provide students with learning

opportunities, through placements in approved legal settings, in which students may 1) increase understanding of the range of skills necessary for effective lawyering; 2) improve abilities to perform lawyering skills (e.g., applying an area of law to an actual case); 3) begin to identify and reflect upon the strengths and weaknesses as a practicing student attorney; 4) develop productive working relationships with supervisors, clients, support staff, and peers; and 5) reflect on placement experiences through journals and class discussions. Placements can be in either courts, public interest organizations, corporate or government offices, or law firms. Students can earn 1, 2 or 3 pass/fail credit hours for every 60, 120 or 180 hours of fieldwork completed, respectively. Students will keep timesheets and journals that must be submitted every two weeks. In addition, students must complete a classroom component the first time they register for an externship. The classroom component consists of in-class meetings and online discussions. Online discussions will consist of students responding to topics posted by the professor and responding to fellow student postings. Some minor outside reading and/or activity may be required.

Family Mediation Clinic (3) LAW-7850S

Students learn mediation skills through lecture and role-play, and attend some classes in the courtrooms of two family judges. Students observe and mediate real family disputes at local mediation centers. An exam and a mediation journal are used in grading this pass/fail course. A family mediation certificate is given on completion of this course and the Mediation Clinic. Prerequisite: One year of law school in the full-time or part-time program.

Federal Courts (3) LAW-7302

A study of the constitutional and practical doctrines that define the judicial power of the United States, with particular emphasis on the role of federal courts in the American system of government, including the federal courts' relationship to the other branches of the federal government and their relationship to the separate state systems of government. The course will cover topics such as the constitutional cases and controversies requirement, congressional control of the federal courts, Supreme Court review of state court decisions, the power of the federal courts to create federal law, abstention, suits against state governments, and the enforcement of federal rights. Prerequisite: One year of law school in the full-time or part-time program, including Civil Procedure.

First Amendment (3) LAW-7316

A study of the U.S. Constitution's First Amendment. The course addresses the First Amendment's effect on government attempts to regulate content of speech and to restrict speech by regulating one's method of speaking. Also included is the right of free speech in various physical settings. In addition, the freedoms

of assembly and press, free exercise of religion, and the prohibition on governmental establishment of religion will be studied. Prerequisites: (1) One year of law school in the full-time or part-time program; (2) Constitutional Law.

Health Law (3) LAW-7318

This course focuses on key concepts in health law such as the structure of health care organizations, quality of health care, and liability of health care providers. It also addresses access to health care; financing mechanisms of health care, including Medicare and Medicaid; regulation of health care; and oversight of managed health care. New developments in health care law concerning reproduction, bioethics, and human genetics are also examined. Prerequisite: One year of law school in the full-time or part-time program, including Torts.

Immigration Law (3) LAW-7332

This course covers basic immigration statutes, including cases and doctrines that control immigration and naturalization. The course also explores the treatment of undocumented immigrants and those seeking protection from persecution. Prerequisite: One year of law school in the full-time or part-time program.

Independent Study (1) LAW-7816

An opportunity for students to do specialized reading or research in an area of interest to the student under a full-time faculty member's supervision. Prerequisite: All lockstep courses.

Insurance Law (3) LAW-7340

A study of fundamental legal principles relating to the construction of various types of liability and first-party insurance contracts. Topics include insurance regulation, application for coverage and acceptance of risk, and the rules of construction, bad faith, and insurance litigation strategy. Prerequisite: One year of law school in the full-time or part-time program, including Torts and Contracts.

Intellectual Property (3) LAW-7350

An overview of the basic principles of intellectual property law, including coverage of trade secret, trademark, patent, and copyright fundamentals. Prerequisite: One year of law school in the full-time or part-time program.

Intellectual Property and Indigenous Cultures (3) LAW-7403

Western legal systems of protection for patents, trademarks, copyrights, and trade secrets reflect cultural assumptions about the values of individual innovation, commercial success, and ultimate public access. Throughout the world, indigenous communities value intangible knowledge and creative expression in ways that are often dramatically different from the dominant legal systems. This course will explore underlying principles, legal frameworks, and developing concepts that fall within the area of intellectual property, and how

they affect indigenous communities from various parts of the world, including the Americas, Asia, Australia/New Zealand, Europe, and Africa. Prerequisite: One year of law school in the full-time or part-time program.

International Human Rights (2) LAW-7375

A basic introduction to the legal, political, and cultural components of human rights law. Students will evaluate United Nations human rights treaties and analyze the attempts to implement these treaties, both nationally and internationally. The international system of justice and international judicial bodies will be studied. Students will also study the regional human rights systems, humanitarian law, and the laws of war. Finally, students will consider whether human rights are legal rights, with particular focus on the concepts of universality, religious traditions, and cultural values. Prerequisite: One year of law school in the full-time or part-time program.

International Litigation (3) LAW-7368

A study of disputes touching more than one jurisdiction, including selecting the proper forum, discovery, parallel law suits, choice of law, sovereign immunity, the recognition and enforcement of foreign judgments, and arbitration. Prerequisite: One year of law school in the full-time or part-time program, including Civil Procedure.

Internet Law (3) LAW-7223

This course focuses on the transference (or lack of transference) of bricks-and-mortar legal principles to new methods of communication. It looks at recent developments in cyberspace law and provides a survey of legal issues on the internet, including both policy and pragmatic application of jurisdictional principles, intellectual property laws, privacy rights, computer crime, proprietary information, and freedom of speech issues, as well as a full-scale analysis and explication of the question, "Is Google really God?" Prerequisite: One year of law school in the full-time or part-time program.

Juvenile Justice (2) LAW-7381

A review of the juvenile's substantive and procedural rights. Prerequisites: (1) One year of law school in the full-time or part-time program; (2) Criminal Procedure.

Labor Law (3) LAW-7389

A study of the National Labor Relations Act and its implementation. Prerequisite: One year of law school in the full-time or part-time program.

Land Use (2) or (3) LAW-7400 / LAW-7401

A study of private and public means of controlling land use. Emphasis is placed on the areas of planning and zoning, including the emerging problem of exclusionary land use controls. Further discussion topics include subdivision controls, restrictive deed covenants, eminent domain proceedings, and urban renewal. Prerequisite: One year of law school in the full-time or part-time program, including Property.

Law Clinic (3)

LAW-7864S / LAW-7865S

The Law Clinic is both a credit course and a functioning law office, allowing students to practice law while in law school. Students represent indigent clients in court under direct faculty supervision. A classroom component meets twice weekly to study the substantive law, to learn essential practical skills, and to discuss client cases.

Law Practice Management (2)

LAW-7412

A review of the professional, ethical, and management requirements for starting and operating a law practice. The course will review the statutory and regulatory aspects of practice, including labor and employment, partnerships and professional corporations, trust and IOLTA accounts, advertising, and solicitations. The course will also review management skills and technology related to time, billing, accounting, docketing, legal research, document preparation, filing, and client development. Prerequisite: One year of law school in the full-time or part-time program.

Legislation (2) or (3)

LAW-7415 / LAW-7416

A study of the state and federal legislative systems examining (1) the relationship between the legislative, executive, and judicial processes; (2) the philosophies of legislative operations and judicial interpretation; (3) statutory and constitutional issues involved in interpreting and applying legislation; and (4) the principles of drafting legislation. The course includes tracking actual legislative sessions, introduced bills, the activity of a student-selected member of choice in the Texas Legislature, and getting practical experience through conducting a mock session of the Legislature to include committee activity, floor debate, voting, and post-legislative activities by means of four extracurricular volunteer Saturday class meetings. Prerequisite: One year of law school in the full-time or part-time program.

Mediation Clinic (3)

LAW-7881S

This course follows the standards for mediation training promulgated by the Texas Mediation Trainers Roundtable. To pass the course and receive credit, the student must attend the entire 40 hours of classroom training and participate in the role-plays, performing as a mediator and as a disputant. The student must also satisfactorily complete the clinic portion of the training, which consists of mediations or observations at Dispute Resolution Centers and other locations. In addition, students must submit a journal for each case mediated or observed and must receive a passing grade on the midterm and the final exam. Prerequisite: One year of law school in the full-time or part-time program.

National Security Law (3)

LAW-7437

An examination of an emerging branch of legal inquiry that addresses threats to the autonomy of American nationhood. The sources of this law are not unified, ranging from early landmark cases in the Supreme Court to statutes, executive orders, and "practices." The basic

theme of the course is the counterbalancing of legal protection from genuine threats to our national life and the need to preserve our fundamental rights under the rule of law. Prerequisite: All lockstep courses.

Negotiation

LAW-7882S / LAW-7883S

Workshop (2) or (3)

This course trains future litigators and transactional lawyers to resolve disputes with competence, integrity, and professionalism. Drawing on communication theory, psychology, cognitive science, game theory, the performing arts, social science research, and ethics, as well as legal disciplines such as jurisprudence, civil procedure, settlement science, and negotiation, the course uses experiential exercises and psychological inventories to instill these new skills. Collaborative law skills are also covered. Prerequisite: All lockstep courses.

Nonprofit

LAW-7405 / LAW-7310

Organizations (2) or (3)

This course focuses on the laws, policies, and ideals affecting the creation, operation, and governance of nonprofit organizations, such as hospitals, universities, churches, social service charities, cultural institutions, advocacy groups, trade associations, and social clubs. Nonprofit organizations' role in society raises complex issues that involve a variety of legal fields, including constitutional law, trust and property law, corporate law, and tax law. Topics include obtaining tax-exempt status, restrictions on lobbying and political activity, tax on unrelated business income, eligibility for charitable contributions, state regulation of charitable solicitations, oversight of nonprofit governance, and charitable immunity. Prerequisite: One year of law school in the full-time or part-time program, including Torts and Contracts.

Patents (2)

LAW-7452

The study of how proprietary interests in technology are protected by patent law, with a focus on issues relating to validity, the nature of the subject matter protected, and enforcement of proprietary rights. Prerequisite: One year of law school in the full-time or part-time program.

Post-Conviction

LAW-7217

Actual Innocence Claims (2)

This course will teach the law and the practical applications of the law in petitioning the judiciary for relief, based on facts garnered through an initial post-conviction investigation. Students will learn what a post-conviction claim of actual innocence is and how the United States Supreme Court and the Texas Court of Criminal Appeals have analyzed and dealt with such claims in both death penalty and nondeath cases. Prerequisite: One year of law school in the full-time or part-time program, including Criminal Law.

Poverty Law (2) or (3)

This course will involve a broad study of poverty, the

impact of poverty on our community, poverty programs, and how attorneys can effectively combat poverty through participation in civil court and administrative litigation as well as through practical problem-solving strategies. Additionally, students will obtain a basic understanding of substantive topic areas most likely to be encountered in the legal services arena or in *pro bono* representation of the poor. Examples include topics such as food and income or public benefit programs, consumer issues, domestic violence, unemployment, and housing law (emphasis on landlord/tenant issues). The course will not focus solely on learning substantive areas of the law, but will also develop basic legal skills through classroom discussion, simulations, research projects, and real life observation. Students can expect to develop client interviewing skills, case preparation strategies, and issue briefing skills in an interactive and encouraging environment. Ultimately, the course is intended to encourage and inspire students to pursue representation of the poor throughout their legal careers as volunteers or as full-time poverty law attorneys. Learning how to legally escape the clutches of a slumlord or stop harassment by creditors (excluding those representing the Department of Education) is just an added bonus. Prerequisites: One year of law school in the full-time or part-time program, including Contracts and Property.

Preparing for the Bar Exam (3) LAW-7458

This 3-credit hour class is pass/fail, with an exam on the last day of class. Only students who are in their last semester of law school may enroll. The class familiarizes students with the contents of the bar exam and seeks to impart the critical skills and strategies necessary for success on each day of the exam. The class covers selections from several MBE and essay-tested subjects. Students will complete several diagnostic tests that simulate portions of the bar exam and will receive feedback on their performance. Evaluation will be based on homework (the diagnostic tests) and a short exam. The course is not intended as a substitute for a commercial bar review course; students should also take a commercial bar review course.

Public International Law (3) LAW-7369

An introduction to the key concepts and doctrines of international law, including topics such as the sources and evidence of international law, the bases of international jurisdiction, the law governing the use of force and the protection of human rights, the law of treaties, and state succession. Prerequisite: One year of law school in the full-time or part-time program.

Real Estate Financing (3) LAW-7477

The course will explore the basic elements involving real estate financing and will provide an understanding of the legal framework and practical considerations affecting real estate finance transactions. The course covers secured lending, mortgage law, installment land

contracts, foreclosures, lien priorities, and title insurance and practical issues when representing a lender or borrower on commercial or single family transactions. In addition, commercial leasing, ground leases, and real estate development will be covered. Prerequisite: One year of law school in the full-time or part-time program, including Property.

Scientific Criminal Evidence Workshop (1) LAW-7889S

Students in this class will learn the theory and practice of using scientific evidence in criminal trials. Specific topics to be covered may include the value and use of DNA, mental health, polygraph, and autopsy evidence. Particular attention will be paid to understanding, preparing for, and conducting "Daubert hearings," which involve challenges to the admissibility of scientific expert testimony. The format of the class will include lecture by the professor and guest speakers, as well as simulations involving students who will be required to assume the roles of both prosecutors and defense lawyers. Prerequisites: (1) One year of law school in the full-time or part-time program; (2) Evidence (may be taken concurrently).

Securities Regulation (3) LAW-7492

A review of federal and state regulation of the public distribution, offer, and sale of corporate securities. The course includes a study of the Securities Act of 1933 and portions of the Securities Exchange Act of 1934. Types of securities and underwriting techniques are surveyed, and the key definitions and exemptions in the statutes are studied. State securities law is also studied with emphasis on the securities registration and anti-fraud aspects of the Texas Securities Act. Prerequisites: (1) One year of law school in the full-time or part-time program; (2) Business Associations.

Sports Law (3) LAW-7500

A thorough look at both the academic (e.g., labor and antitrust) and practical (e.g., contracts and agents) aspects of professional sports and the emerging field of sports law, including rules governing Olympic competition, the NCAA, and other amateur athletics. Prerequisite: One year of law school in the full-time or part-time program, including Contracts.

Taxation of Business Entities (4) LAW-7517

A study of the federal income tax treatment of C corporations and pass-through entities such as partnerships, S corporations, and limited liability companies. The course examines on a comparative basis the formation, operation, and sales and liquidation of these entities. Corporate reorganizations and related transactions are also covered. Prerequisites: (1) One year of law school in the full-time or part-time program; (2) Federal Income Taxation.

Trademark & Unfair Competition Law (3) LAW-7550

Using the principles of unfair competition law, this

course examines the creation, maintenance, and enforcement of trademark rights, as well as related doctrines of rights of publicity, trade dress, trade secrets, and false advertising. It also includes an exploration of public policies and economy underlying trademark law. Prerequisite: One year of law school in the full-time or part-time program.

Water Law (3) LAW-7339

This course examines the legal control of water resources, an issue of increasing concern in Texas and the nation. Topics include riparian rights, the water permit system, groundwater issues, water as a regional and shared resource, beneficial uses v. waste, underground conservation districts, and navigability. Prerequisite: One year of law school in the full-time or part-time program, including Property.

White Collar Crime (3) LAW-7579

An exploration of the substantive and procedural problems connected with the federal prosecution and defense of white collar crime. The course examines selected federal statutes, including the Racketeer-Influenced and Corrupt Organizations Act (RICO). Topics include mail and wire fraud, securities fraud, money laundering, corporate criminal liability, and grand jury investigations. Prerequisite: One year of law school in the full-time or part-time program, including Criminal Law.

Practicum Courses

In order to implement a program that allows students to develop necessary practical lawyering skills, Texas Wesleyan School of Law has developed practicum courses in discrete substantive areas as well as in particular skill areas. These courses involve the supervised practical application of previously studied theory.

Many of the lawyering skills identified in the American Bar Association's "MacCrate Report" will be learned in each practicum—problem solving, legal analysis and reasoning, legal research, factual investigation, communication, counseling, negotiation, litigation and alternative dispute resolution procedures, organization and management of legal work, and recognizing and resolving ethical dilemmas.

Arbitration Law and Advocacy Practicum (2) LAW-72135

Arbitration clauses are increasingly common in a wide variety of contracts, including commercial, construction, government, and employment contracts to name a few. This course provides an overview of arbitration that will be useful to all students whether they intend to pursue a litigation career or an office practice. It will cover the history of arbitration, the law governing arbitration, arbitration procedure, and the proper drafting and use of arbitration clauses. Participants will also learn arbitration

advocacy skills that they will demonstrate in a mock arbitration hearing at the end of the semester. Students will be evaluated based on a midterm exam covering the history, law and procedure component of the course, one writing assignment dealing with arbitration clauses, class participation, and performance in the mock arbitration hearing. Prerequisites: (1) One year of law school in the full-time or part-time program; (2) Evidence.

Business Collections Practicum (2) LAW-7702

This course teaches skills to enable students to function effectively as plaintiff or defense attorney on collection cases between merchants. During the practicum, the class will study hypothetical cases of typical small business defaults on trade accounts payable. Students will learn how to complete every step of the litigation process from initial demand letter through ultimate resolution, including plaintiff's original petition, service of process, defendant's answer, motion for default judgment on nonresponding defendants, nonmilitary affidavit, certificate of last known address, attorney's fee affidavit, motion for summary judgment, fiat to set hearings, trial, judgment order, post-judgment writ of execution, abstract of judgment liens, garnishment, post-trial negotiation and settlement, and obtaining sister-state enforcement where needed. Prerequisite: One year of law school in the full-time or part-time program, including Contracts.

Criminal Procedure Practicum (2) LAW-7707

This course enables students to put into practice the concepts first studied in Criminal Procedure. Students will be required to draft motions to suppress and habeas corpus petitions challenging timely topics. Prerequisites: (1) One year of law school in the full-time or part-time program; (2) Criminal Procedure.

Electronic Research Practicum (2) LAW-7706

This hands-on course focuses on how to use electronic resources to conduct legal research. Focus will be on Westlaw, LexisNexis, subscription databases, and free legal websites. The goal is to sharpen students' research skills so they will be prepared to research in legal practice. The course will cover database content, search syntax, effective search queries using Boolean operators and/or fields and segments, and cost-effective search strategies. This is a graded course. There will be a final project/exam either completed during the final class or handed in on the final class period. Prerequisite: One year of law school in the full-time or part-time program.

Ethical Lawyering Practicum (1) LAW-7731

This course is designed to engage law students in an exploration of ethical issues that attorneys face in the daily practice of law. The assignments and the course are designed to develop healthy, prudent, and ethical practices teaching students skill sets in an effort to avoid potential malpractice pitfalls, professional burnout, and

other hazards of the profession. Prerequisite: One year of law school in the full-time or part-time program.

Guardianship Practicum (1) LAW-7704

This course is designed to teach students about Texas guardianship law. It will teach how to determine if a guardianship is needed or if there are less restrictive alternatives to a guardianship and what those alternatives entail. Students will learn how to draft applications and orders for a guardianship of the person and/or estate along with all supporting documents. Students will draft inventory, appraisements, list of claims, annual accountings, reports of attorneys or guardians ad litem, and final accountings for guardianships of the estate. The course will provide a practical look at how to represent an applicant for guardianship as well as how to represent the proposed incapacitated person. There will be no exam for this course. Grades will be based on drafting assignments and various projects assigned throughout the semester. Prerequisite: One year of law school in the full-time or part-time program.

Interviewing, Negotiation & Collaborative Law Practicum (2) or (3) LAW-7254S / LAW-7262S

This course begins with training in the techniques of interviewing new clients, utilizing a structured approach to client interviewing and counseling in both traditional legal cases and collaborative law cases. This graded course also helps future litigators and transactional lawyers make a paradigm shift from adversarial, distributive approaches to a collaborative, problem-solving approach. Students will learn to resolve disputes with competence, integrity, empathy, skill, and professionalism. Some class interviewing and negotiation exercises will be filmed. Drawing on communication theory, psychology, neuroscience, game theory, popular culture, social science research, and ethics, as well as the legal disciplines of civil procedure, collaborative law, and negotiation, the course employs lecture, interactive exercises, psychological inventories, and experiential activities to instill new and important settlement skills. Students will be encouraged to think like settlement counsel and helped to find optimal solutions or "adjacent possibles" through brainstorming and guided exercises. An intramural negotiation competition to select the top two negotiation teams will be held on the last day of class. A paper topic drawn from negotiation literature will be selected by students. A full day of collaborative law training will be featured.

Legal Drafting Practicum (2) LAW-7744

This class will address how instruments intended to bind parties are structured and written. Class work will include drafting exercises designed to make the student comfortable with the type of writing used in contracts, orders, and other legal documents intended to govern

the conduct and obligations of those who are parties to them. Prerequisite: All lockstep courses.

Legal Writing Practicum (2) LAW-7746

This advanced writing course builds on the basic skills students learned in first-year Legal Analysis, Research & Writing. The class is conducted as a workshop: students write during class as well as outside it, and both fellow classmates and the professor critique students' writing. Students work on skills such as improving clarity, brevity, organization, and persuasiveness in the context of writing letters, memos, transactional documents, trial pleadings, and parts of trial and appellate briefs. Prerequisite: One year of law school in the full-time or part-time program, including LARW I & II.

Litigation Practicum (2) LAW-7747S

This course permits students to practice all aspects of the civil litigation process. In a simulated setting, students will interview clients, draft pleadings, conduct discovery, prepare motions and argue them, negotiate with opposing counsel, and conduct a settlement negotiation. The grade for the course is based on drafting assignments and in-class presentations. There is no final exam. Prerequisite: One year of law school in the full-time or part-time program, including Civil Procedure.

Negotiation Theory & Practice Practicum (3) LAW-7707S

This course offers students the opportunity to further develop their negotiation skills. It will focus on simulations and negotiation exercises intended to give students firsthand experience in applying interest-based negotiation techniques. The course examines the skills, constraints, and dynamics of negotiation. Students will also learn a theoretical framework for understanding negotiation practice in a variety of contexts through readings from the fields of law, psychology, business, and communication. Prerequisite: One year of law school in the full-time or part-time program.

Texas Criminal Law Practicum (2) or (3) LAW-7724 / LAW-7725

Students function as prosecuting and defense attorneys, taking a hypothetical case from arrest through postconviction remedies. The course may include such topics as legal limits on criminal investigation, the grand jury process, setting bail, negotiating plea bargains, drafting pretrial motions, the discovery process, trial rights and tactics, habeas corpus, and appeals. Prerequisites: (1) One year of law school in the full-time or part-time program, including Criminal Law; (2) Criminal Procedure.

Texas Legal Research Practicum (2) LAW-7776

This course focuses on advanced legal research methodologies, costs, and strategies within the context of Texas law. It includes coverage of the Texas court

system, legislation and legislative history, regulations and regulatory history, agency decisions and websites, treatises, electronic databases, free online resources, court rules, jury instructions, practice materials, and strategies for making sure that your research is thorough. Students complete various assignments, including drafting exercises, using Texas practice materials. A final project is required. Prerequisite: One year of law school in the full-time or part-time program, including LARW I & II.

Transactional Intellectual Property Practicum (2) LAW-7450

This course explores how intellectual property is used as a business asset by focusing on three issues: (1) the intellectual property portfolio, (2) licensing, and (3) employment/ownership. Classes will be structured as presentations of basic legal materials in each of these areas. The student is expected to choose an entity (public company, private company, university, nonprofit or some other organization) and research the entity's intellectual property portfolio. From the portfolio, the student is expected to pick one or two pieces of intellectual property and draft a sample license that takes account of licensing and employment issues. Students will present the intellectual property and licenses to the class for comment and constructive criticism. Final grades will be based on the final written product, classroom presentation, and classroom participation. Prerequisites: 1) One year of law school in the full-time or part-time program; (2) one intellectual property course.

Trial Advocacy Practicum (3) LAW-7775S

A study of civil and criminal trials, taught through lectures, demonstrations, and simulations. Each trial segment is examined separately, and accompanying exercises are conducted with students acting as attorneys and witnesses. The course culminates in a mock trial at a local courthouse, where students have the opportunity to present an entire case through verdict. Prerequisites: (1) All lockstep courses except Constitutional Law; (2) Evidence (may be taken concurrently).

Competitions

Mock Trial
Moot Court
Alternative Dispute Resolution

Competitions give students an opportunity to develop advocacy skills while competing against students within the law school as well as from other law schools across the nation. Students may earn credit for their participation.

Seminar Courses

ADR in the Workplace Seminar (2) LAW-7603

In this seminar, you will study workplace dispute resolution with a focus on the legal status and practical application of Alternative Dispute Resolution in the workplace. It begins with the most familiar alternative to litigation, labor arbitration. It then examines labor arbitration's first cousin, individual employment arbitration. Then the course will shift into a discussion on mediation of employment disputes. Throughout the course, we will also review litigation of employment disputes as a necessary component of the foundation for exploring the pros and cons of using ADR versus litigation. You will have assigned background reading on all these matters and will perform simulations of arbitration and mediation of these disputes. Taking an employment-related course such as Labor Law, Employment Discrimination, or Employment Law is NOT a prerequisite. However, because the course concentrates on employment issues, you should have a strong intellectual interest in workplace dispute resolution and a desire to write about topics related to the course concentration (either a workplace topic or an ADR topic) in completing the rigorous writing requirement. Prerequisite: All lockstep courses except Constitutional Law.

Advanced Topics in Property Seminar (2) LAW-7626

This seminar will explore the concept of property, including its theoretical dimensions and its usefulness in resolving difficult legal and social problems. Some topics discussed in this class will build on introductory material traditionally covered in first-year property courses; other topics will be entirely new for most students. Class readings and discussions will focus on four or five substantive areas that will rotate from semester to semester. Among the topics that may be covered are the following: history and development of property rights; property theory; property rights in the body; housing discrimination; eminent domain and takings law; property in cyberspace; comparative property law; and land use involving religious groups. Prerequisite: All lockstep courses except Constitutional Law.

Bioethics & the Law Seminar (2) LAW-7606

A seminar that examines the legal, ethical, and policy aspects of current issues in bioethics, including patient autonomy, the right to refuse treatment, euthanasia and physician-assisted suicide, genetics, reproductive technologies, fetal treatment and research, human experimentation, and organ transplantation. Prerequisite: All lockstep courses except Constitutional Law.

Business Law Seminar (2) LAW-7727

A seminar exploring the various areas of business law, including areas of corporate, commercial, securities, tax,

and regulatory law in both domestic and international settings. The seminar is designed to reflect the fact that complex business problems often involve the intersection of several bodies of law. Each student will be required to produce a paper on a topic of his or her choice in any area of business-related law, and will be expected to present the paper to the class and lead a discussion. We will explore the links between papers relating to very diverse areas of the law. Prerequisites: All lockstep courses except Constitutional Law; (2) Business Associations.

The Constitution, Campaign Finance & Lobbying Reform Seminar (2) LAW-7613

This seminar explores the constitutional issues arising from campaign finance and lobbying reform. The seminar addresses the concept of money as speech, the possible compelling state interests necessary to justify government limitations, and alternative methods of regulating campaign finance and lobbying. The 2002 Bipartisan Campaign Reform Act (the so-called McCain-Feingold legislation), the 2004 U.S. Supreme Court decision in *McConnell v. FEC*, political entities organized under Internal Revenue Code 527, and lobbying reform proposals currently before the U.S. Congress will be discussed. Prerequisite: All lockstep courses.

Constitutional Issues in Environmental Law Seminar (2) LAW-7468

This seminar explores some of the most interesting and challenging issues of environmental law that do not particularly relate to specific statutory and administrative regulations, but rather are likely to raise fundamental, constitutional issues. The goal is to delve into the basic policy debates underlying environmental law and to analyze constitutional themes, such as standing, judicial review, due process, and takings, from a new perspective by focusing on cases derived from a single legal area. Prerequisite: All lockstep courses.

Death Penalty Seminar (2) LAW-7615

A study of the law of capital punishment in an effort to understand the guiding legal principles and parameters of this most severe form of criminal sanction. Specific issues addressed include, among others, narrowing capital punishment to certain crimes and particular types of defendants, the role of race in the death penalty, death qualified juries, and the function of "guided discretion" in the use of the sanction. Prerequisite: All lockstep courses except Constitutional Law.

Domestic Violence Seminar (2) LAW-7622

This course examines domestic violence in the criminal justice system and in family law. The purpose of this seminar is to expose law students to the issue of domestic violence. The goals of this course will be accomplished through text, class discussions, simulated role-play, guest speakers, videos, student presentations,

and a written paper or final submitted by each student. As a requirement of the seminar, each student must observe one domestic violence trial or lengthy hearing. Additionally, each student must elect to submit a written paper of at least 20 typewritten pages or to take a final exam. Prerequisites: All lockstep courses except Constitutional Law.

Fair Use Seminar (2) LAW-7618

This writing seminar examines the application of fair use of others' intellectual properties across the spectrum of human intellectual product, including patents, copyrights, and trademarks. From parody to politics, from the mix tape to the age of YouTube, this course will provide a foundation of fair use law and discuss contemporary legal issues within that context. The student's final paper in this class may receive rigorous writing credit. Prerequisites: (1) One year of law school in the full-time or part-time program; (2) one intellectual property course.

Film & the Law Seminar (2) LAW-7619

Images of lawyers and legal systems have long been a staple of popular culture. These images both shape and are shaped by real lawyers and legal systems. This course examines the cinematic representations of lawyers and legal systems and institutions in various types of films (e.g., American, international, fiction, documentary). Prerequisite: All lockstep courses except Constitutional Law.

Gender & the Law Seminar (2) LAW-7636

This course explores the historical, comparative, statutory, and especially constitutional dimensions of law's regulation of sexuality and gender. Students read primarily case law, supplemented with statutory law and articles. Topics to be considered include the critiques and defenses of marriage; the legal and social implications of categories such as bisexuality, intersexuality, and transsexuality; the relationship between feminist, gay and queer politics; and the impact of sexual orientation and gender challenges on the workplace, military policy, family law, and education. Prerequisite: One year of law school in the full-time or part-time program.

The Information Society Seminar (2) LAW-7263

This course explores complex interrelationships between technological, economic, cultural, political, and legal influences that shape the information society. As a seminar, this course will satisfy the rigorous writing requirement. Prerequisite: All lockstep courses except Constitutional Law

Jurisprudence Seminar (3) LAW-7642

An introduction to legal philosophy. The major jurisprudential issues, the definition of law, the concept of justice, the relation of law and morality, and the function of legal analysis will be considered in the light of specific legal theories, including modern American

legal philosophies. Prerequisite: All lockstep courses except Constitutional Law.

Law & Literature Seminar (2) LAW-7650

This seminar examines the nature, practice, and institutions of law as depicted in a variety of literary texts. The course also explores how techniques associated with literary criticism may be applied to selected legal texts. Prerequisite: All lockstep courses except Constitutional Law.

Law & Psychology Seminar (2) LAW-7655

A study of the intersection between law and psychology, with particular emphasis on the application of forensic psychology in the criminal justice system. Specific issues addressed include, among other topics, the evidentiary standard governing the admissibility of scientific evidence, false confessions, eyewitness testimony, repressed memories, and sex offenders. Prerequisite: All lockstep courses except Constitutional Law.

The Lawyer as Professional Seminar (2) LAW-7572

This seminar undertakes a philosophical inquiry and has a practical purpose. You want to be both a good lawyer and a good person. Striving toward those goals will be a lifelong task. But you need some skills to become—and to be—both a good lawyer and a good person. The purpose of this course is to explore professionalism: We will discuss what it means to be a professional, what rights and obligations accrue to the professional, what an ethical American lawyer should and should not be, and similar questions. We will use the rules of professional responsibility only as a starting point; we will go on to examine ethics, philosophy, self-awareness, and moral arguments, but we will also approach our inquiry pragmatically, asking ourselves how we can live out our beliefs day-to-day, in a concrete and practical way. Prerequisite: All lockstep courses except Constitutional Law.

National Security Law Seminar (2) LAW-7627

Terrorism affects the lives of all Americans in profound ways. No subject is more dynamic or interesting. Issues involving our security are at the forefront of public debate as we strive to balance national defense with our ideals of justice and liberty. Understanding these issues is essential to the well-being of our nation. This course will provide the legal and political framework for national security law, war powers, the rapidly evolving topic of counterterrorism, the challenges of the intelligence community, and the protection of state secrets. Prerequisite: All lockstep courses.

Public Health Seminar (2) LAW-7660

This seminar provides an overview of basic principles of public health and its governing law. It examines the legal basis for public health regulation and explores the tensions among public health activities,

civil liberties, property rights, and other interests. The course also examines current policy issues, such as immunization, bioterrorism, disease reporting and surveillance, infectious disease control, and tobacco regulation. Students will discuss public health process (measurement, problem definition, strategy, design, implementation, and evaluation) in reference to current issues. Prerequisite: All lockstep courses except Constitutional Law.

Race & the Law Seminar (2) LAW-7666

This seminar studies the many and various ways in which race and the American legal system interact, from both a historical and contemporary standpoint. Particular emphasis will be placed on the role the law has played in reinforcing slavery, shaping Reconstruction, and influencing the lives of various racial groups. The seminar culminates with an examination of some of the current issues surrounding the legal treatment of race, including reparations and affirmative action. Prerequisite: All lockstep courses except Constitutional Law.

Refugee & Asylum Law Seminar (2) LAW-7667

This seminar introduces students to U.S. asylum law and international refugee law. The course considers the international origins of refugee law, the relationship between U.S. law and international law, and the requirements to obtain refugee status under U.S. law. In addition, the protections offered against persecution on account of race, religion, nationality, social group membership, and political opinion will be studied. The seminar concludes with a discussion of the mechanics of the asylum process and the challenges to refugee protection in the U.S. and abroad. Prerequisite: All lockstep courses except Constitutional Law.

Religion & the Law Seminar (2) LAW-7651

This seminar uses historical writings, the text of the Constitution, and Supreme Court opinions in the explorations of one, central question: How should civil government treat the religious beliefs of society? In considering the scope of religious clauses of the First Amendment, the course relies heavily on doctrine created by the Supreme Court as it has wrestled with contentious issues such as federal funding of religious activities and the free exercise of religious beliefs in schools. The study of these topics grounded in a problem method encourages students to apply and consider varying approaches to the sometimes-conflicting guarantees found in the First Amendment. Prerequisite: All lockstep courses except Constitutional Law.

Supreme Court Seminar (2) LAW-7675

A seminar in which students act as U.S. Supreme Court members, reading briefs in selected cases presently before the Supreme Court, discussing the cases, and writing opinions deciding the cases. Prerequisites: (1) All lockstep courses; (2) Constitutional Law (may be

taken concurrently).

Texas Search & Seizure Seminar (2) **LAW-7676**

This seminar examines the issues raised in the Fourth Amendment and the Texas Constitution, Article 1 Section 9. Topics include the expectation of privacy, probable cause, search and arrest warrants, warrantless action, the exclusionary rule, Terry stops, and post-9/11 considerations. The seminar includes student participation in a practical application of the law of search and seizure. Prerequisites: (1) All lockstep courses except Constitutional Law; (2) Criminal Procedure (may be taken concurrently).

Title IX: Women, Athletics, and the Law (2) **LAW-7501**

Title IX of the Education Amendments of 1972 bars sex discrimination in all facets of education. Consequently, the law impacts women and athletic programs. This class will examine the history and the evolution of the law, judicial challenges and interpretation of the law, elements of Title IX's prohibition against discrimination, remedies in the Title IX athletics cases, and selected Title IX practice issues. The student's final paper in this class may receive rigorous writing credit. Prerequisite: All lockstep courses. ■

FACULTY & ADMINISTRATION

The current faculty consists of 39 full-time professors, as well as adjunct and visiting professors, all of whom provide a considerable range of academic and professional experience. Law schools represented by the faculty's degrees include Howard University, Columbia, George Washington, University of Texas, and University of California Hastings, with graduate law degrees from such schools as Georgetown, American University, Wisconsin, and Notre Dame. Nonlaw doctoral and master's degrees include Stanford, Michigan, Virginia, Harvard, and New York University.

In addition to their academic backgrounds, the faculty's diverse professional and community interests are represented in their experiences and activities. Faculty members have held significant positions with the American Bar Association, American Association of Law Libraries, the Law School Admission Council, and the Southwestern Legal Foundation. They have served in a variety of governmental positions and in the judiciary, in state legislatures, and as state prosecutors.

Faculty members have contributed numerous articles, essays, and other materials for legal publications and law journals internationally. In addition to pursuing academic, professional, and community service interests, the faculty considers effective interaction with individual students to be an extremely important support function.

Cynthia Alkon

Associate Professor of Law

LL.M. 2001 University of Missouri-Columbia. J.D. 1990 University of California Hastings College of the Law. B.A. *magna cum laude* 1985 San Francisco State University. Associate articles editor, *Hastings International and Comparative Law Review*.

Assistant professor of law, Appalachian School of Law; head of the Rule of Law Unit, the Organization for Security and Co-operation in Europe Office for Democratic Institutions and Human Rights; legal counselor, Organization for Security and Co-operation in Europe Presence in Albania; Rule of Law liaison, Belarus, American Bar Association Central and East European Law Initiative; deputy public defender, Los Angeles County Public Defender.

Published in the *Penn State Law Review*, *Transnational Law & Contemporary Problems Journal* (University of Iowa), *Pepperdine Dispute Resolution Law Journal*,

Journal of Dispute Resolution (University of Missouri), and the *Appalachian Journal of Law*. Contributor to *Indisputably.org*, a member of the Law Professor Blogs Network.

Courses: Criminal Law. Negotiation: Theory & Practice. ADR Survey. Advanced Issues in Criminal Justice.

Stephen R. Alton

Associate Dean for Evening Division Programs and Professor of Law

LL.M. 1992 Columbia University School of Law. Ed.M. 1986 Harvard University Graduate School of Education. J.D. with honors 1981 University of Texas School of Law. A.B. *magna cum laude* 1978 Harvard College. Member, Order of the Coif.

Fulbright scholar and lecturer, Wuhan University, Wuhan, China (spring 2001); managing general partner and general counsel, G&S Investment Co.; associate, Mayer, Brown & Platt; attorney, Union Texas Petroleum Corp.; associate, Johnson, Swanson & Barbee.

Published in *American Journal of Legal History*, *University of Kansas Law Review*, *Loyola University of Chicago Law Journal*, *Texas Wesleyan Law Review*, *William and Mary Bill of Rights Journal*, *Texas Bar Journal*, *Oklahoma City Law Review*, and the *ABA Real Property, Trust & Estate Law Journal*. Voted 1L Evening Professor of the Year 1996-97, 1L Day and 1L Evening Professor of the Year 1998-99, and Upper-Level Professor of the Year 2005-06.

Courses: Property. Wills & Estates. Texas Real Property. Oil & Gas.

Susan Ayres

Professor of Law

Ph.D. 1997 Texas Christian University. J.D. 1988 Baylor University School of Law. M.A. 1985 University of Texas at San Antonio. B.A. *magna cum laude* 1982 Baylor University. Member, Phi Beta Kappa.

Law clerk, Supreme Court of Rhode Island; visiting assistant professor, Roger Williams University School of Law; assistant district attorney, Tarrant County district attorney's office; associate, McGinnis, Lochridge & Kilgore; briefing attorney, 3rd Court of Appeals (Austin).

Published in *Albany Law Review*, *Fordham Urban Law*

Journal, Hastings Women's Law Journal, Legal Studies Forum, Nevada Law Journal, New York City Law Review, Texas Journal of Women and the Law, William and Mary Journal of Women and the Law, and Yale Journal of Law and Feminism. Awarded Shirley Zabel Memorial Faculty Award 2008.

Courses: Criminal Law. Domestic Violence Seminar. Family Law. Gender & the Law Seminar. Law & Literature Seminar.

Sahar Aziz

Associate Professor of Law

J.D. *cum laude* 2004 University of Texas School of Law. M.A. 2004 University of Texas. B.S. 1997 University of Texas at Arlington.

Adjunct professor, Georgetown University Law Center; senior policy advisor, Office for Civil Rights and Civil Liberties U.S. Department of Homeland Security; associate, Cohen Milstein Sellers & Toll; associate, WilmerHale; judicial law clerk, Hon. Andre M. Davis, U.S. District Court for the District of Maryland. Board member, Egyptian American Rule of Law Association.

Published in *Gonzaga Law Review, Texas Journal of Civil Liberties and Civil Rights, New York City Law Review, and ILSA Journal of International and Comparative Law.*

Courses: National Security Law. Civil Rights Litigation. Torts. Advanced Torts.

Wayne R. Barnes

Professor of Law

J.D. 1995 Texas Tech University School of Law. B.B.A. 1992 University of North Texas. Editor-in-chief, *Texas Tech Law Review*. Scribes Award – Excellence in Legal Writing. Member, Order of the Coif.

Associate, Strasburger & Price; associate, Gibson, Ochsner & Adkins.

Published in *Washington Law Review, University of Cincinnati Law Review, University of California at Davis Law Review, Louisiana Law Review, Texas Tech Law Review, Texas Wesleyan Law Review, Tulane Law Review, West Virginia Law Review, and University of Pennsylvania Journal of Business Law.*

Courses: Bankruptcy. Contracts. Secured Transactions. Consumer Law.

Mark Edwin Burge

Associate Professor of Law

J.D. with honors 1997 University of Texas School of Law. B.A. *summa cum laude* 1992 University of Houston. Associate editor, *Texas Law Review*.

Partner, Bodooin, Burnside, Burge & Agnew, P.C.;

bankruptcy associate, Andrews Kurth, LLP; commercial and business litigation associate, Hill Gilstrap, P.C.

Published in *Texas Law Review* and *The Second Draft*. Contributing author to *The Law and Harry Potter* (Carolina Academic Press 2010).

Courses: Legal Analysis, Research & Writing. LARW III: Contract Drafting. Payment Systems. Sales & Leases.

Megan M. Carpenter

Professor of Law and Director of the Center for Law and Intellectual Property

LL.M. 2003 National University of Ireland. J.D. 1999 West Virginia University College of Law. M.A. 1995 West Virginia University. B.A. 1993 West Virginia University.

Visiting associate professor of law, West Virginia University College of Law; doctoral fellow, St. Thomas University, New Brunswick, Canada; lecturer in cyberlaw, Lane College of Computer Science & Engineering, West Virginia University; adjunct professor, West Virginia University College of Law; associate, Kirkpatrick & Lockhart LLP (now K&L Gates); fellow, North Central Legal Aid Society.

Published in *Vanderbilt Journal of Entertainment and Technology Law, Louisville Law Review, Nevada Law Review, Trademark Reporter, Creighton Law Review, Legal Studies Forum 34(2), 32(2), and 32(1), Yale Human Rights and Development Law Journal, and West Virginia Law Review.*

Courses: Property. Intellectual Property. Copyrights & New Media. Trademark & Unfair Competition Law. LARW III: Trademark Prosecution. Internet Law. IP & Entrepreneurship Clinic.

Celestina L. Contreras

Law Clinic Professor

J.D. 1989 University of Texas School of Law. B.A. 1979 University of Texas at San Antonio.

Law Clinic professor, Texas Wesleyan School of Law; staff attorney and family law division chief, Legal Aid of NorthWest Texas; director of the Domestic Violence Clinic, Southern Methodist University Dedman School of Law; staff attorney in the family law division, Legal Aid of Central Texas in Austin.

Course: Law Clinic.

Gabriel Eckstein

Professor of Law

LL.M. 1997 American University Washington College of Law. J.D. 1995 American University Washington College of Law. M.S. 1991 Florida State University. Dual B.A. 1989 Kent State University. Recent developments editor, *American University International Law Review*; founding

editor-in-chief, *The Human Rights Brief*.

Director, International Water Law Project; professor of law and George W. McCleskey Professorship in Water Law, Texas Tech University School of Law; visiting professor, Lewis & Clark Law School; visiting professor, University of Oregon School of Law; senior counsel, CropLife America; associate attorney, Sutter & Enslin. Research Scholar with Scholarship, The Hague Academy for International Law Centre for Research and Study, The Netherlands.

Published in *American University International Law Review*, *Colorado Journal of International Environmental Law and Policy*, *Columbia Journal of Environmental Law*, *Georgetown International Environmental Law Review*, *UCLA Journal of Environmental Law & Policy*, *Yearbook of International Environmental Law*. Awarded Texas Wesleyan University Board of Trustees Faculty Scholarship Award 2012, Texas Wesleyan School of Law Frederic White Faculty Scholarship Award 2011, Texas Tech University President's Excellence in Teaching 2008, and Texas Tech University Alumni Association New Faculty award 2004. Inducted into the Texas Tech University Teaching Academy.

Courses: Property. Water Law. Oil & Gas. International Environmental Law Seminar.

Frank W. Elliott

Dean Emeritus and Professor of Law

LL.B. with honors 1957 University of Texas School of Law. B.A. 1951 University of Texas. Comments editor, *Texas Law Review*. Member, Order of the Coif.

Dean, Texas Wesleyan School of Law (1992-94); dean, Dallas/Fort Worth School of Law (1989-92); of counsel, Ramirez & Associates; partner, Baker, Mills & Glast; president, Southwestern Legal Foundation; dean and professor, Texas Tech University; visiting professor, the Judge Advocate General's School; director of research, Texas Constitutional Revision Commission; parliamentarian, Texas Senate; professor, University of Texas; briefing attorney, Supreme Court of Texas; assistant attorney general, State of Texas.

Published several books, book supplements, and articles, including casebooks on evidence, Texas pretrial procedure, and Texas trials and appeals, as well as one of the most widely used resources on Texas civil practice, Texas forms, and Texas pretrial procedure. Life member of the American Law Institute.

Courses: Dispute Resolution. Evidence. Texas Pretrial Procedure. Texas Trials & Appeals.

James P. George

Professor of Law

LL.M. 1983 Columbia University School of Law. J.D.

1978 University of Tulsa. B.A. 1973 Oklahoma State University.

Of counsel, Whitaker, Chalk, Swindle & Schwartz, PLLC; associate dean, Texas Wesleyan School of Law (1994-97 and 1998-99); adjunct professor, Southern Methodist University; attorney, Johnson Bromberg & Leeds; attorney, North Central Texas Legal Services; instructor, Columbia University; law clerk, U.S. District Judge H. Dale Cook.

Author, *The Federal Courthouse Door* (Carolina Academic Press 2001); co-author, *An Introduction to Civil Procedure: Forum Selection and Choice of Law* (Vandeplas Publishing 2009). Published 28 law review articles, mostly on jurisdiction, conflict of laws, and consumer law. Member, American Law Institute; master emeritus, Mahon Inn of Court; director, American Society of Comparative Law; fellow, Texas Bar Foundation.

Courses: Agency & Partnership. Civil Procedure. Consumer Law. Federal Courts. International Litigation.

Michael Z. Green

Professor of Law

LL.M. 1999 University of Wisconsin-Madison Law School. J.D. *cum laude* 1992 Loyola University Chicago School of Law. M.S. 1992 Loyola University Chicago Institute of Industrial Relations. M.B.A. 1989 California Lutheran University. B.S. 1985 University of Southern California Hastie Teaching Fellowship. Chief lead articles editor, *Loyola Consumer Law Review*. Member, Alpha Sigma Nu and American Law Institute.

Visiting professor, Florida State College of Law; adjunct professor, Southern Methodist University Education Graduate Dispute Resolution; associate professor, Florida Coastal School of Law; Hastie Teaching Fellowship, University of Wisconsin Madison Law School; of counsel, associate, Franczek Sullivan P.C.; lecturer, Loyola University Chicago Institute of Industrial Relations; associate, Lord, Bissell & Brook; associate, Brown, Todd & Heyburn; law clerk, Dowd & Bloch; law clerk, Navistar Corporation; manufacturing manager, Procter & Gamble.

Published in *Connecticut Law Review*, *Brandeis Law Journal*, *Berkeley Journal of Employment and Labor Law*, *Penn State Law Review*, *Journal of American Arbitration*, *Rutgers Law Journal*, *Loyola Consumer Law Reporter*, *Nevada Law Journal*, *University of Pennsylvania Journal of Labor and Employment Law*, and *Texas Wesleyan Law Review*.

Courses: ADR in the Workplace Seminar. Employment Discrimination. Employment Law. Evidence. Labor Law.

James Hambleton

Professor of Law

J.D. 1978 George Washington University National Law Center. A.M.L.S. 1971 University of Michigan. B.A. *cum laude* 1969 Middlebury College.

Legal information resources manager, Haynes and Boone; director, Texas State Law Library; head of public services, University of Texas Tarlton Law Library.

Published in *American Bar Association Journal*, *Texas Bar Journal*, *Arkansas Lawyer*, and *Law Library Journal*. Co-authored book and served as subject editor for law in *Texas Reference Sources*.

Course: Legal Analysis, Research & Writing.

Maxine M. Harrington

Professor of Law

J.D. with high honors 1977 George Washington University National Law Center. B.A. *magna cum laude* 1969 University of North Dakota. Member, Order of the Coif and Phi Beta Kappa.

Of counsel, Watson, Caraway, Harrington, Nelson, Midkiff & Lunningham, L.L.P.; partner, Broude, Nelson & Harrington, P.C.; attorney, Office of Legal Advisor, Saint Elizabeth's Hospital, Washington, D.C.; law clerk, District of Columbia Court of Appeals, Hon. George R. Gallagher.

Published in *Denver University Law Review*, *Issues in Law and Medicine*, *Florida State University Law Review*, *Health Matrix: Journal of Law-Medicine*, *Bulletin of the American Academy of Psychiatry and Law*, and *State Bar of Texas Alternative Dispute Resolution Handbook*.

Courses: Health Law. Bioethics & the Law Seminar. Torts. Advanced Torts. Remedies.

Terri Lynn Helge

Professor of Law

J.D. *summa cum laude* 2001 South Texas College of Law. B.S. with highest honors 1994 University of Illinois at Urbana-Champaign. Note and comment editor and assistant managing editor, *South Texas Law Review*.

Associate, Thompson & Knight, LLP; law clerk, Crady, Jewett & McCulley, LLP; tax manager, Arthur Anderson, LLP.

Co-author, *Wills, Trusts & Future Interests* (4th ed.) (Thompson West forthcoming 2012); Published in *Cornell Journal of Law and Public Policy*, *Chicago-Kent Law Review*, and *International Journal of Civil Society Law*. Received Texas Wesleyan School of Law Frederic White Faculty Scholarship Award.

Courses: Wills & Estates. Estate & Gift Tax. LARW III: Estate Planning and Drafting. Trusts and Fiduciary Responsibilities. Marital Property. Legislation &

Regulation. Nonprofit Organizations.

H. Brian Holland

Professor of Law

Ph.D. candidate, Pennsylvania State University. LL.M. with honors 2003 Columbia University School of Law. J.D. *summa cum laude* 1998 American University Washington College of Law. B.A. 1988 Tufts University.

Visiting associate professor, Pennsylvania State University School of Law; associate professor, Barry University School of Law; associate, Jones, Day, Reavis & Pogue (Washington, D.C.); judicial clerk, Federal Court of Appeals for the Second Circuit (New York, N.Y.).

Published in *Harvard Journal of Law & Technology*, *University of Kansas Law Review*, *University of San Francisco Law Review*, *Widener Law Review*, *Journal of Technology Law & Policy*, and *John Marshall Journal of Computer & Information Law*. Contributed chapter for *The Next Digital Decade: Essays About the Internet's Future*.

Courses: Constitutional Law. Intellectual Property. Copyrights. Internet Law.

Charlotte A. Hughart

Professor of Law and Director of the Law Clinic

J.D. 1977 University of Oklahoma College of Law. B.S. 1972 Oklahoma State University.

Visiting assistant professor, assistant director, and staff attorney, University of Oklahoma College of Law clinical program; staff attorney, Legal Aid of Western Oklahoma.

Named 1999 Public Citizen of the Year for the state of Texas and Tarrant County by the National Association of Social Workers of Texas. *Fort Worth Star-Telegram* Hometown Hero. 2001 Urban Attorney of the Year for West Texas Legal Services *pro bono* program.

Courses: Trial Advocacy Practicum. Law Clinic.

H. Dennis Kelly

Associate Professor of Law

J.D. with honors 1981 Texas Tech University. B.S. 1973 Texas A&M University.

Attorney, the Law Offices of H. Dennis Kelly; partner, Kelly & Hubbard; partner, Timmons & Kelly; associate, Kanz, Scherback & Timmons; associate, Gardere & Wynne; partner, Felsman, Bradley, Gunter & Kelly; associate, Felsman, Bradley & Gunter.

Published two articles in *Texas Tech Law Review*.

Courses: Legal Analysis, Research & Writing. Patents. LARW III: Patent Law Drafting.

Gary Lucas, Jr.

Associate Professor of Law

LL.M. 2006 University of Florida Levin College of Law. J.D. *magna cum laude* 2004 Tulane University Law School. B.B.A. *summa cum laude* 2000 Marshall University.

Visiting associate professor of law, Florida State University College of Law; Visiting assistant professor of law, University of Florida Levin College of Law; associate, Morris, Manning & Martin, LLP; associate, Kay Casto & Chaney, PLLC.

Published in the *University of Cincinnati Law Review* and the *George Washington Journal of Energy and Environmental Law*.

Courses: Federal Income Taxation. Taxation of Business Entities. Legislation & Regulation.

Milan Markovic

Associate Professor of Law

J.D. *cum laude* 2006 Georgetown University Law Center. M.A. 2003 New York University. B.A. *magna cum laude* 2001 Columbia University.

Associate, Sidley Austin LLP; associate, Baker Hostetler LLP.

Published in *Utah Law Review*, *Georgetown Journal of Legal Ethics*, and *Texas International Law Journal*.

Courses: Professional Responsibility. International Law. Business Associations.

James McGrath

Professor of Law

LL.M. 2002 Temple University Beasley School of Law. M.P.H. 2000 Harvard School of Public Health. J.D. *cum laude* 1997 Howard University School of Law. B.A. *cum laude* 1994 San Jose State University.

Associate and assistant professor, Appalachian School of Law; visiting assistant professor and Abraham L. Freedman Teaching Fellow, Temple University Beasley School of Law; visiting professor, University of San Diego; associate, Shipman & Goodwin, LLP.

Published in *Rutgers Law Review*, *University of San Francisco Law Review*, *Quinnipiac Law Review*, and *Nevada Law Journal*.

Courses: Torts. Advanced Torts. Professional Responsibility. Public Health Seminar. Analytical Methods for Lawyers. Secured Transactions.

Timothy M. Mulvaney

Associate Professor of Law

J.D. 2004 Villanova University School of Law. B.A. 2000

Haverford College.

Sea Grant Legal Program Research Counsel and adjunct professor of law, University of Mississippi School of Law; adjunct professor, University of Southern Mississippi; deputy attorney general, state of New Jersey.

Published in *Yale Journal Online*, *Florida State Journal of Land Use & Environmental Law*, *University of Richmond Law Review*, *Baylor Law Review*, *George Mason Law Review*, *Environs: Environmental Law and Policy Journal* (University of California at Davis), *Tulane Environmental Law Journal*, *Ecology Law Quarterly* (University of California at Berkeley), and *Villanova Law Review*.

Courses: Property. Land Use. Natural Resources Law. Constitutional Issues in Environmental Law Seminar. Environmental Law. Property Theory Seminar.

John F. Murphy

Associate Professor of Law

J.D. 1993 University of Texas School of Law. B.A. 1989 University of Texas.

Staff attorney to Justice Anne Gardner, Second Court of Appeals; partner, Gardner, Aldrich & Murphy; associate, Camp & Warren, LLP.

Course: Legal Analysis, Research & Writing.

Neal F. Newman

Professor of Law

J.D. *cum laude* 1998 Howard University School of Law. B.B.A. 1991 University of Michigan.

Associate, Alston & Bird, LLP; honors program intern, Securities and Exchange Commission; staff accountant, Robert Half International; audit and tax associate, George Johnson & Company; audit associate, Coopers & Lybrand, L.L.P.; certified public accountant, state of Michigan.

Courses: Business Associations. Payment Systems. Securities Regulation.

Mary Margaret ("Meg") Penrose

Professor of Law

LL.M. 1999 University of Notre Dame Law School. J.D. 1993 Pepperdine University School of Law. B.A. 1989 University of Texas at Arlington.

Senior law clerk, Hon. Jerry Buchmeyer, U.S. District Judge for the Northern District of Texas; staff attorney, Hon. Jane J. Boyle, U.S. District Judge for the Northern District of Texas; professor of law, University of Oklahoma College of Law.

Published in *University of Tennessee Law Review*, *Journal of Legislation and Public Policy* (New York University),

Georgia Law Review, *American University International Law Review*, *Fordham Urban Law Journal*, *Nevada Law Journal*, *Boston University International Law Journal*, and *Columbia Journal of Transnational Law*. Co-author of *An Introduction to Civil Procedure: Forum Selection and Choice of Law* (Vandeplas Publishing 2009) and *Education Policy and the Law: Cases and Commentary* (Vandeplas Publishing 2009).

Courses: Constitutional Law. Civil Procedure. Criminal Procedure. Gender & the Law.

Carol Pauli

Associate Professor of Law

J.D. Benjamin N. Cardozo School of Law. M.S. Columbia University Graduate School of Journalism. B.A. University of Evansville, Indiana. Associate editor, *Cardozo Law Review*. Winner, James Boskey Dispute Resolution Essay Competition 2006. Dean's Distinguished Scholar. Member, Order of the Coif.

Westerfield Fellow, Loyola University New Orleans College of Law; associate professor, journalism and mass communication law, Marist College, Poughkeepsie, N.Y.; Fulbright scholar, journalism, University of Botswana; writer, editor, producer, CBS News; writer and editor, Associated Press.

Published in *Alabama Law Review* and *Cardozo Journal of Conflict Resolution*.

Course: Legal Analysis, Research & Writing

Huyen Pham

Associate Dean for Faculty Research & Development and Professor of Law

J.D. *cum laude* 1996 Harvard Law School. A.B. *magna cum laude* 1992 Harvard College.

Fulbright scholar, University of Economics and Law at Vietnam National University; associate professor, University of Missouri-Columbia School of Law; associate professor, University of Missouri-Columbia School of Law; assistant attorney general, Office of the Attorney General, Jefferson City, Mo.; associate, Hill & Barlow; law clerk, Hon. George A. O'Toole, U.S.D.C.; executive board member, Harvard Legal Aid Bureau; Echoing Green Public Service Fellowship, Philippines.

Published in *Georgetown Law Journal*, *University of Cincinnati Law Review*, *Florida State University Law Review*, *Florida Law Review*, *Cardozo Law Review*, and *Hofstra Law Review*. Forthcoming chapter in *Illegals in the Backyard: State and Local Regulation of Immigration Policy* (NYU Press).

Courses: Immigration Law. Criminal Law. Refugee & Asylum Law Seminar. Administrative Law.

Susan T. Phillips

Professor of Law

M.S.L.S. 1991 The Catholic University of America. J.D. 1990 The Catholic University of America. B.A. 1987 University of Dallas.

Director, senior director of law library operations, director of public services, coordinator of public services, research and reference librarian, Texas Wesleyan University Dee J. Kelly Law Library; adjunct professor, Texas Wesleyan School of Law; assistant satellite librarian, 11th U.S. Circuit Court of Appeals (Miami); reference librarian, Pepperdine University School of Law.

Co-author of West Group's *Legal Research Exercises* (6th ed. 1999), *Legal Research Exercises, Following the ALWD Citation Manual* (7th ed. 2001), and *Legal Research Exercises, Following the Bluebook: A Uniform System of Citation* (7th ed. 2001) (8th ed. 2003) (9th ed. 2005) (10th ed. 2008). Published in *Legal Reference Services Quarterly*.

Courses: Criminal Procedure. Legal Research Practicum. Legislation & Regulation. Electronic Research Practicum. Title IX: Women, Athletics, and the Law.

Tanya Pierce

Associate Professor of Law

J.D. 1996 University of Texas School of Law. 1993 B.A. *cum laude* University of Texas at Arlington.

Adjunct professor, Academic Support Program, Texas Wesleyan School of Law; Fulbright & Jaworski L.L.P.; Howrey LLP.

Courses: Legal Analysis, Research & Writing. LARW III: Litigation Drafting.

Lynne H. Rambo

Professor of Law

J.D. *magna cum laude* 1987 University of Georgia School of Law. B.A. *magna cum laude* 1981 Barnard College of Columbia University. Editor-in-chief, *Georgia Law Review*. Member, Order of the Coif.

Employment litigation associate, Paul, Hastings, Janofsky & Walker; litigation associate, Arnall, Golden & Gregory; law clerk, 11th U.S. Circuit Court of Appeals.

Published in *Georgia Law Review*, *Texas Wesleyan Law Review*, and *Washington Law Review*. Voted Outstanding Upper Division Professor 2000-01, 2001-02, 2002-03, 2008-09, and 2010-11; received the Trustees Award for Distinguished Scholarship, 2002.

Courses: Constitutional Law. Evidence. First Amendment. Supreme Court Seminar.

Peter Reilly

Associate Professor of Law

LL.M. 2004 Georgetown University Law Center. J.D. 1993 Harvard Law School. A.B. *magna cum laude* 1998 Princeton University. Member, Phi Beta Kappa.

Associate professor-in-residence and director of negotiation training, University of Nevada, Las Vegas, William S. Boyd School of Law; associate professor of law, Washburn School of Law; adjunct professor of law and Hewlett Fellow in Conflict Resolution and Legal Problem-Solving, Georgetown University Law Center; attorney-adviser, Office of General Counsel, United States Commission on Civil Rights; law clerk to Judge Raya S. Dreben, Appeals Court, commonwealth of Massachusetts.

Published in *Ohio State Journal on Dispute Resolution*, *Nevada Law Journal*, and *Negotiation Journal*.

Courses: ADR Survey: Negotiation, Mediation & Arbitration. Advanced Negotiations. The Global Business Negotiator. Negotiation Theory & Practice.

Lisa A. Rich

Associate Professor of Law

J.D. 1998 American University Washington College of Law. B.A. with honors St. Andrews Presbyterian College. Attended Beijing Foreign Languages Normal College, Beijing, China.

Former director, Office of Legislative & Public Affairs, United States Sentencing Commission.

Published in *Valparaiso Law Review* and *Federal Sentencing Reporter*.

Course: Legal Analysis, Research & Writing.

Michelle Rigual

Law Library Director and Associate Professor of Law

M.S. 2001 University of Illinois. J.D. 1997 University of Illinois. B.A. 1988 University of Texas at Austin.

Associate director, assistant director for collections, electronic resources and technical services, head of technical services, co-interim director, reference librarian, University of New Mexico; reference librarian, Arizona State University; reference librarian, Capital University; technical information specialist, U.S. Army Corps of Engineers Construction Engineering Research Laboratory.

Author of "Teaching a New Dog the Same Old Trick," in *The Law School Librarian's Role as an Educator: Leading Librarians on Adapting to New Technologies, Maximizing Research Skills, and Helping Students Transition from Law School to Law Firm* (Aspatore Books 2008); Published in *Technical Services Law*

Librarian (2007). Current chair of the Latino Caucus of the American Association of Law Libraries; immediate past president of the Southwestern Association of Law Libraries.

Courses: Legal Research Practicum. Texas Legal Research Practicum.

Malinda L. Seymore

Professor of Law

J.D. *cum laude* 1986 Baylor University School of Law. B.A. 1982 Rice University. Editor, *Baylor Law Review*.

Fulbright scholar and lecturer, Xiamen University School of Law, China (2007); staff attorney, research attorney, and briefing attorney, 5th Court of Appeals (Dallas).

Published in *Yale Journal of Law and Feminism*, *Northwestern University Law Review*, *Brigham Young University Law Review*, *Texas Wesleyan Law Review*, *Voice for the Defense*, and *American Journal of Criminal Law*.

Courses: Criminal Law. Criminal Procedure. Evidence. Texas Criminal Procedure. Property.

Aric K. Short

Associate Dean for Academic Affairs and Professor of Law

J.D. with honors 1996 University of Texas School of Law. A.B. 1993 *magna cum laude* Georgetown University. Associate editor, *Texas Law Review*. Member, Order of the Coif.

Associate, Vinson & Elkins LLP; associate, Wilmer, Cutler & Pickering.

Published in *Alabama Law Review*, *Nebraska Law Review*, and *New York University Journal of International Law and Politics*. Voted 1L Evening Professor of the Year 2004-05, 1L Day Professor of the Year 2004-05 and 2005-06, and 1L Professor of the Year 2006-07, 2007-08 and 2008-09.

Courses: Wills & Estates. Land Use. Property. Religion & the Law Seminar.

Frederick G. Slabach

University President, Dean Emeritus and Professor of Law

LL.M. 1991 Columbia University School of Law. J.D. 1982 University of Mississippi School of Law. B.S. with high honors 1979 Mississippi College. Member, *Mississippi Law Journal*.

Executive secretary and chief executive officer, Harry S. Truman Scholarship Foundation; dean and professor of law, Texas Wesleyan School of Law; vice dean and professor, Florida Coastal School of Law; interim dean and associate professor, associate dean, Whittier

Law School; assistant secretary of agriculture for congressional relations and counsel to the secretary for the U.S. Department of Agriculture; associate dean for academic affairs, Mississippi College School of Law; deputy director/general counsel, John C. Stennis Center for Public Service Training and Development; chief legislative assistant/legal counsel, U.S. Sen. John C. Stennis; administrative assistant, Gov. William A. Allain; executive director, Mississippi Democratic Party; law clerk, U.S. District Court for the Northern District of Mississippi, Chief Judge William C. Keady.

Author, *The Constitution and Campaign Finance Reform* (Carolina Academic Press 2nd ed. 2005). Published numerous articles in various law journals, including *University of Cincinnati Law Review* and *Mississippi Law Journal*.

Course: The Constitution, Campaign Finance & Lobbying Reform Seminar.

Franklin G. Snyder

Professor of Law

LL.M. 1998 Temple University School of Law. J.D. 1983 University of Missouri School of Law. B.A. 1977 California State University, Fullerton. Editor-in-chief, *Missouri Law Review*. Member, Order of the Coif.

Visiting professor, Notre Dame Law School; visiting associate professor, University of Idaho College of Law; Freedman Teaching Fellow, Temple University School of Law; associate and partner, Latham & Watkins, Washington, D.C.; law clerk, Hon. George E. MacKinnon, U.S. Court of Appeals for the D.C. Circuit.

Published in *William and Mary Law Review*, *Ohio State Law Journal*, *American University Law Review*, *Delaware Journal of Corporate Law*, *Texas Wesleyan Law Review*, and *Alfred Hitchcock's Mystery Magazine*. Co-editor (with Jeffrey Thomas) *The Law and Harry Potter* (Carolina Academic Press 2010). Founder, International Conference on Contracts; founder and editor-in-chief emeritus, ContractsProf Blog, AALS Section on Contracts.

Courses: Business Associations. Contracts. Legislation & Regulation. Business Transactions.

Neil Sobol

Associate Professor of Law and Director of the Legal Analysis, Research, and Writing Program

J.D. *cum laude* 1988 Southern Methodist University School of Law. M.S. 1985 Stanford University. B.A. with distinction 1985 Stanford University. Notes and comments editor, *Southwestern Law Journal*. Member, Order of the Coif.

Partner, Thomas & Sobol; of counsel, Roberts & Smaby, P.C.; associate, McCauley, McDonald, Love & Devin, P.C.;

associate, Locke Purnell Rain Harrell.

Published in *Southwestern Law Journal*. Voted Outstanding 1L Night Writing Professor 2001-02 and 2003-04. Voted 1L Writing Professor of the Year 2005-06 and 2006-07. Voted Outstanding 1L Writing Professor 2008-09 and 2009-10.

Courses: Legal Analysis, Research & Writing. Legislation & Regulation. Elements of Legal Studies.

Joe Spurlock II

Professor of Law and Director of the Asian Judicial Institute

L.L.M. 1992 University of Virginia School of Law. J.D. 1962 University of Texas School of Law. B.A. 1960 Texas A&M University. Member, Delta Theta Phi.

Adjunct professor, University of Texas at Arlington; adjunct professor, Tarrant County College; adjunct professor, University of Michigan; justice, 2nd Court of Appeals (Fort Worth); judge, 231st District Court of Texas; counsel to Gov. Dolph Briscoe; member, Texas Legislature; delegate to the 1974 Constitutional Convention of Texas; assistant criminal district attorney, Tarrant County district attorney's office; president, Texas Judicial Council.

Voted Adjunct Professor of the Year 1991, and Professor of the Year 1998, 2001, 2002, and 2005. Selected by Delta Theta Phi International Law Fraternity as Outstanding Faculty Member in the Nation for 1992-93. Awarded Mongolian Medal of Friendship by the Parliament and President Bagabandi of Mongolia for judicial reform efforts, 2005; awarded the Honored Medal for the 800th anniversary of the Mongolian State, 2006, by order of President Enkhbayar of Mongolia for judicial reform efforts bringing favorable international recognition to Mongolia.

Courses: Contracts. Legislation. Family Law. Children & the Law. National Security Law.

Gina S. Warren

Associate Professor of Law

J.D. 2004 Rutgers University School of Law - Camden. B.S. 1996 University of Arizona. Editor, *Rutgers Law Review*.

Visiting professor, Duquesne University School of Law; taught and presented in Cologne (at the University of Cologne) and Berlin (at the U.S. Embassy), Germany; associate, Perkins Coie, LLP; associate, Post & Shell, P.C.; judicial law clerk, Hon. Michael Winkelstein, Appellate Division of the Superior Court of New Jersey. Admitted to practice in Pennsylvania, New Jersey, the U.S. Virgin Islands, and Washington.

Published in *Rutgers Law Review*, *Duquesne Business Law Journal*, *University of Cologne Business Law Journal*, and *Texas Wesleyan Law Journal*.

Courses: Civil Procedure. Energy Law. Oil & Gas. Natural Resources Law.

Donna Tomlinson Weyand

Visiting Associate Professor of Law

L.L.M. 2005 University of Florida. J.D. *cum laude* 2003 South Texas College of Law. B.B.A. *cum laude* 1995 Prairie View A&M University. Graduate editor, *Florida Tax Review*. Management information systems editor, *South Texas Law Review*. Member, Order of the Lytae. Benjamin Banneker Honors College scholar, Prairie View A&M.

Practiced law with Bracewell & Giuliani, LLP, in Houston and Dallas, Texas.

Course: Torts.

Frederic White

Dean and Professor of Law

J.D. 1973 Columbia University School of Law. B.A. 1970 Columbia College.

Dean and professor of law, Golden Gate University School of Law, San Francisco, Calif.; associate dean and professor of law, Cleveland-Marshall College of Law, Cleveland State University; municipal finance attorney, Squire, Sanders & Dempsey, Ohio.

Published in *ABA Journal of Affordable Housing and Community Development Law*, *Akron Law Review*, *Cleveland State Law Review*, *Fordham Urban Law Journal*, and *University of Toledo Law Review*. Master, Eldon Mahon Inn of Court; past member, Bar Admissions Committee, Section on Legal Education and Admissions to the Bar, American Bar Association; past member, board of trustees, Law School Admissions Council; past chair, AALS Section of Part-time Division Programs.

Law School Administration

Dean

Frederic White, dean

Rebecca Greenman, assistant to the dean

Deborah Barnett, events coordinator and staff advisor to the *Texas Wesleyan Law Review*

Academic Affairs

Aric Short, associate dean for academic affairs

Stephen Alton, associate dean for evening division programs

Huyen Pham, associate dean for faculty research & development

Neil Sobol, director of the Legal Analysis, Research, and Writing Program

Jennifer Ellis, director of advocacy programs

Christina Rodriguez, assistant to the associate dean for academic affairs

Lora Johnson, faculty secretary

Academic Support

Everett Chambers, director

Marta Miller, assistant director

Admissions

Sherolyn Hurst, assistant dean of admissions & scholarships

Lori Rogde, assistant director

Doug Akins, financial aid officer

Emily Finbow, admissions records manager

Doug Thurman, admissions coordinator

Tiffany Smith, admissions assistant

Advancement & Alumni Relations

Casey Dyer Oliver, director of

alumni relations & external affairs

Kirsten Evans, advancement services coordinator

Regan McDonald, alumni coordinator

Bookstore

Patricia McGarity, supervisor

Terry Austin, assistant manager

Business Office

Peg Demers, budget officer

Sherry Zimmerman, student accounts coordinator

Lee Ford, administrative assistant

Career Services

Arturo Errisuriz, assistant dean for career services

Cecily Becker, director of the externship program

Courtney Key, assistant director of career services

Courtney Leaverton, career services coordinator

Amy Schroer, administrative assistant

Facilities

Becky Key, facilities manager

Matt Pellegrino, building support technician

Information Technology

Barry Simpson, director of help desk services

George Blackwell, multimedia services manager

William J. Cole, user support specialist

Kerry Neal, user support specialist

Law Clinic

Charlotte Hughart, law clinic director

Celestina Contreras, law clinic professor

Karon Rowden, staff attorney

Lisa Smith, office manager

Stephanie Roman, secretary

Library

Michelle Rigual, director
Janis Betts, business technician
Cassie Bruner, public services librarian
Sharon Jefferson, cataloging technician
Kris Helge, public services librarian
Wendy Law, head of collection development
Chanda Long, library assistant
Laura McKinnon, public services librarian
Joan Stringfellow, head of technical & electronic services
Bryan Smith, adjunct public services librarian/
weekend reference
Karin Strohecker, circulation librarian and archivist
Lillian Velez, acquisition technician

Marketing & Communications

Dan Brothers, director
Cristina Noriega, communications specialist
Sara Rogers, marketing specialist

Registration & Records

Ruth Smith, registrar
Tammy Hubbard, records coordinator
Julie Edwards, administrative assistant
Stacie Gonzales, imaging coordinator
Gloria Hallan, clerk

Student Affairs

Rosalind Jeffers, assistant dean for student affairs
Barbara Tsirigotis, administrative assistant

University Officers

Frederick G. Slabach, president
Dr. Allen Henderson, provost and senior vice president
Dr. Helena Bussell, associate provost



STUDENT LIFE

Because Texas Wesleyan School of Law supports and encourages a variety of student activities, you will have numerous opportunities to compete with other students, hone your lawyering skills, socialize, and serve the community. Student organizations provide professional contacts, social activities, and exposure to legal specialties.

Health Services

The university's health center, located on the historic campus, provides for most routine health needs of the university community. A registered nurse operates the center and administers first aid, provides treatment of minor illness, and is available for counseling regarding personal health needs. Nominal fees are charged for some services and supplies.

Hours: 8:30 a.m. to 2:30 p.m. Monday through Friday

Phone: (817) 531-4948

Address:

Texas Wesleyan University (historic campus)
817 Wesleyan St., Fort Worth, TX 76105
West Village Apartments, Building 1
Room 110, off Avenue A

Glick House Community Counseling Center

Our Mission

The mission of Glick House Community Counseling Center is to work with families, couples, and individuals to create solutions to the problems they face. The Glick House is a place of respect and dignity where each person will be served and honored. We help people create practical and effective ways to solve problems, dilemmas, crises, and life's demands that are sometimes overwhelming. The mission is service, the goal is excellence, and our commitment is to the community and the people who come to us for assistance.

Clinical Services

Clinical services are provided by master's level counseling students from the graduate counseling department. The supervisor, a clinical graduate faculty member, will supervise each case by weekly consultations with the therapist.

As a training facility, videotaping, audio taping, and/or observations behind a one-way mirror occur regularly as an additional benefit to the client.

Referrals and Appointments

We receive referrals from schools, social service agencies, physicians, clergy, law enforcement agencies, local businesses, and others.

Services

- individual counseling
- marriage and family counseling
- adolescent issues
- anger management
- parenting classes
- school-related issues
- substance abuse
- grief counseling

Confidentiality

All services and records are handled with strict confidentiality to protect those using the clinic's services. Reports or information will be released only after obtaining written permission from every adult client involved in the counseling process, in accordance with Texas law.

Fees

Fees are assessed on a sliding scale so that counseling services are affordable for every family, couple, and individual. No insurance is accepted.

Contact Us

J. Scott Methvin, director, M.Ed., LPC-S, LMFT, LCDC

Phone: (817) 531-4859

Fax: (817) 531-4935

Email: smethvin@txwes.edu

Address:

Texas Wesleyan University (historic campus)
3110 Avenue D, Fort Worth, TX 76105

Law School Bookstore

The law school bookstore is located on the second floor of the law school. In addition to required textbooks, it offers study aids, code books for class and the practitioner, law-related gifts, office supplies, apparel, and snacks.

Recreational Facilities

A wide range of recreational facilities located on the historic campus is available to law students. Those facilities include a swimming pool, gymnasium, fitness center, tennis courts, beach and grass volleyball, billiards, and darts. Visit Student Services for more information.

Access to Student Records

Texas Wesleyan School of Law follows the requirements of the Family Educational Rights and Privacy Act (FERPA), which affords students certain rights with respect to their records.

The law school maintains records for each student that include the student's name, address and phone numbers, student identification number, emergency contact information, undergraduate transcripts, LSAT scores, courses and credits, grades, and other information relating to the student's tenure at the law school. The law school also maintains financial aid records for students who apply for financial aid.

In general, access to student records and information is not made available to anyone except the student without written consent of the student. There are exceptions:

- Prior consent is not required for the release of directory information. Directory information includes name, address, phone numbers, dates of attendance, and degrees and awards received.
- Law school administration and employees have access to student records on a need-to-know basis. The law school registrar and financial aid officer, in conjunction with the dean and the associate dean for academic affairs, are charged with responsibility for determining whether individual law school employees need to know student information in order to fulfill their job responsibilities. Employees who have access to student information are not free to share the information with others.
- Student information may also be released without prior consent when requested by federal or state officials functioning in their official capacity, to certain educational organizations, and in certain emergency situations.

Parking at the Law School

Students who use the law school parking lots must obtain a parking permit annually. You must have a permit for each vehicle you use in the lots.

Parking in the law school parking lots is on a first-come, first-served basis. There is no charge for parking. Parking violators are ticketed by campus security. The fine for each violation is \$30. Students may appeal a ticket to the Ticket Appeals Committee in writing within ten (10) days from the date the citation was issued. The sole appeal of a ticket is to the Ticket Appeals Committee. If the citation is upheld by the Appeals Committee and is not paid by the end of the semester during which it was issued, the law school will withhold a student's registration, transcript, and diploma until the fine is paid.

Children in the Law School Policy

Periodically the law school will offer or sponsor a program allowing children of the appropriate age to attend class with their parents. On these special occasions, minor children are invited to the law school to participate with appropriate parental supervision. Apart from those special occasions, students may bring children to law school classes only on an exceptional and temporary basis and only with the prior approval of the instructor.

Texas Wesleyan School of Law seeks to ensure the safety of all children on the campus and to provide an environment that is conducive to study. Therefore, parents should take caution to ensure that children are supervised at all times.

Hooding & Commencement Ceremony

In December and May of each academic year, candidates for the *juris doctor* degree are eligible to participate in the law school's Hooding and Commencement Ceremony. During the Hooding and Commencement Ceremony, law school and university officials present candidates with their academic hoods and confer the degrees.

Publications

Texas Wesleyan Law Review

The *Texas Wesleyan Law Review* was established to encourage legal scholarship on issues of interest to academicians, practitioners, and law students. Student editors publish the *Texas Wesleyan Law Review* with faculty cooperation. Participation is limited to those who meet specific academic requirements and those who are selected through a writing competition.

Competitions

Mock Trial, Moot Court, and Alternative Dispute Resolution

Participation in these competitions gives students an opportunity to develop advocacy skills while competing against students within the law school as well as from other law schools across the nation.

Organizations

ADR Advocacy Association

The ADR Advocacy Association's mission is to educate law students at Texas Wesleyan School of Law of the role of the lawyer as an advocate and professional problem solver outside of the courtroom through Alternative/Appropriate Dispute Resolution techniques.

American Bar Association/Law Student Division

This division represents law students in the American Bar Association, shapes policies affecting legal education, and creates a forum for law student views.

American Constitution Society

This organization works to ensure that the fundamental principles of human dignity, individual rights and liberties, and access to justice are in their rightful, central place in American law.

Asian-Pacific American Law Students Association

This association promotes the interests of Asian-Pacific American law students and attorneys within the legal and general community.

Black Law Students Association

This organization fosters and develops professional competence and leadership while providing a forum in which the unique needs of black and other minority law students may be addressed. Openness of communication within the law school community is encouraged.

Board of Advocates

The mission of the BOA is to assist in the creation, promotion, and providing of resources for advocacy programs of Texas Wesleyan School of Law, and to establish its reputation in the Dallas/Fort Worth legal community as a vital resource for professional, ethical, and skilled advocates.

Christian Legal Society

The Christian Legal Society cultivates spiritual growth through communal prayer, fellowship, study, and worship. Within the legal profession and beyond, members strive to live lives of integrity and assist in numerous charitable endeavors.

Dallas Association of Young Lawyers

This association provides members with networking opportunities and participation in activities and events

sponsored by Dallas County's legal community. It also educates the local legal community about the law school.

Dallas County Bar Association/Law Student Division

The Dallas County Bar Association shapes policies affecting the legal community of Dallas County. The Law Student Division creates a forum for law students to be heard by existing members of the Dallas County Bar.

Delta Theta Phi

This legal fraternity promotes justice and seeks to provide professional and social programs for students and alumni in order to bridge the gap from law school to the successful practice of law.

Environmental Law Society

The Environmental Law Society of Texas Wesleyan School of Law is a nonpolitical organization that provides its members with current information pertaining to environmental law, organizes forums with the purpose of educating members and other interested parties about burgeoning environmental issues, and implements recycling programs at the law school.

Family Law Student Association

This organization brings together students who are interested in learning about the field of family law. The Family Law Student Association sponsors speakers and events to promote awareness of family law issues and career opportunities. It serves both the law school and local communities as a source for family law information.

Federalist Society

The Federalist Society for law and public policy studies is an organization of conservatives and libertarians interested in the current state of the legal order. It is founded on the principles that the state exists to preserve freedom. The separation of governmental powers is central to the Constitution. It is emphatically the province and duty of the judiciary to say what the law is, not what it should be.

Fort Worth-Tarrant County Young Lawyers Association

This association provides members with networking opportunities and participation in activities and events sponsored by Tarrant County's legal community. It also educates the local legal community about the law school.

Health Law Society

The Health Law Society promotes an understanding of health law issues and career opportunities while facilitating relationships between current and prospective health law professionals.

Hispanic Law Students Association

This organization encourages legal academic excellence, cultural awareness, and community service. It also provides a support system with an emphasis on tutoring and emotional support to all students.

Intellectual Property Law Association

IPLA endeavors to inform others about the importance and efficacy of intellectual property, develop interest and acumen in this field through social interaction and training, and advance the field through promoting open discussion and scholarly work.

International Law Society

The International Law Society promotes the awareness and understanding of international law and its impact on U.S. business, governmental, and legal systems.

Mock Trial Committee

The mission of the Mock Trial Committee is to provide information, activities, and resources to students interested in the art of trial advocacy; identify, educate, and train high-quality advocates; and establish Texas Wesleyan School of Law in the Fort Worth legal community as a vital resource for professional, ethical, and skilled litigators.

Moot Court Honor Society

This group encourages excellence in trial or appellate advocacy through participation in intramural competitions.

Night Student Association

The purpose of this organization is to integrate night students into the fabric of the school and other organizations; not to compete with other student honor societies, but to work with other student organizations, the school administration, and faculty to provide outstanding programs and academic resources to night students.

Order of the Barristers

The Order of the Barristers rewards oral advocacy and brief-writing skills to students involved in moot court and mock trial competitions.

Phi Alpha Delta

This legal fraternity offers opportunities for leadership, community involvement, and academic assistance while fostering camaraderie among its members. Phi Alpha Delta membership is open to all law students.

Phi Delta Phi

This legal fraternity promotes ethical, intellectual, social, and professional advancement of law students and the legal profession at large. The Elliott Inn chapter is an honors inn of Phi Delta Phi with membership by invitation to those who have met its academic requirements.

*P.L.A.Y.**

Presenting Legal Activities to Youth (P.L.A.Y.) was established to serve as a liaison between Texas Wesleyan School of Law and the Tarrant County community. P.L.A.Y. aims to expose youth, specifically those in socioeconomic groups that are underrepresented in the

legal community, to opportunities available in the legal profession. P.L.A.Y. develops and implements programs that seek to educate young people on the tools and resources necessary to apply to law school and become successful legal advocates. P.L.A.Y. also sponsors a variety of programs using law-related education to provide practical information and problem-solving opportunities that assist students in developing the knowledge and skills necessary for survival in our law-saturated society.

Rocket Docket

Rocket Dockets are here to support students with their fitness needs by providing information, support, fun events, and networking opportunities.

Sports & Entertainment Law Society

This organization promotes and encourages academic and professional involvement in the area of sports and entertainment law. It provides a forum promoting student interaction with lawyers and other professionals in the areas of sports and entertainment law, including but not limited to sports, fine arts, performing arts, and television and film finance, distribution, contracts, negotiations, agency, and union laws.

State Bar of Texas/Law Student Division

This division of the State Bar of Texas offers opportunities for law students to engage in activities of the State Bar of Texas, to receive bar-related information, and to participate in various bar functions and events.

Student Bar Association

The Student Bar Association represents the entire student body, encourages fraternity and fellowship, and provides a collective voice for students. Board members are selected by vote of the students, but any student may attend SBA meetings.

Tarrant County Bar Association/Law Student Division

This division of the Tarrant County Bar Association provides opportunities for law students to engage in activities of the Tarrant County Bar, to receive bar-related information, and to participate in various bar functions and events.

Tarrant County Trial Lawyers Association/Law Student Division

The Tarrant County Trial Lawyers Association is dedicated to the right of trial by jury and the civil justice system. Student members are invited to participate in monthly lunch meetings and periodic social events. TCTLA offers a mentoring program that places interested students with individual mentors and small resource groups. Students may also find clerking and employment opportunities as well as scholarships through the TCTLA.

Tax and Estate Planning Association

The goals of this organization are to further the educational experience of law students in the area of tax and estate planning law, serve the local community

through philanthropic projects, and provide students networking opportunities with other law students and lawyers interested in this area.

Texas Aggie Wesleyan Society

This organization brings together Texas A&M graduates in the A&M Spirit to help each other and the community to flourish. It will give a sense of belonging to all students who love Texas A&M University. The purpose is to help all our members network within the A&M legal community to secure jobs for the summers, during school, and upon graduation. To, in all functions, show the quality of education that Texas Wesleyan School of Law provides to all its students.

Texas Wesleyan Public Interest Law Fellowship

This group strengthens the legal scholarship of law students while providing support to public interest organizations that cannot afford to hire interns. The organization provides summer stipends to law students who wish to explore opportunities in the public service environment.

Texas Wesleyan Veterans' Project

We provide a forum for the law school community to serve veterans and veterans' interests. We help veterans transition into a law school and the law school community; assist students in pursuing a career in the military; provide *pro bono* legal assistance to active duty service members and veterans; educate the public community on legal issues veterans face; and advocate for legislation benefiting veterans.

Texas Young Lawyers Association

TYLA provides members with networking opportunities and participation in activities and events sponsored by the State Bar of Texas and the legal community and also educates the local legal community about the law school.

Wesleyan Immigration Initiative

The goal of the Wesleyan Immigration Initiative is to promote the importance of international human rights through education, political advocacy, and practical legal training.

*Wesleyan Innocence Project**

The Wesleyan Innocence Project provides *pro bono* legal assistance to factually innocent prisoners who have been convicted of serious crimes in the state of Texas. WIP works in conjunction with a faculty sponsor and under the direction of a local criminal defense attorney. WIP also provides Texas Wesleyan law students with training in case investigation and analysis, and educates the student body about the realities of wrongful convictions in the Texas criminal justice system.

Wesleyan Law Democrats

The Wesleyan Law Democrats assist in the advancement of the Democratic Party through campaigning, educating

the law school community about issues, and being the visible voice of the Democratic Party.

Wesleyan Law Republicans

The Wesleyan Law Republicans promote increased political activity and influence of law students in politics and government by providing a forum that encourages interaction with legislators, judges, and other elected officials.

Women Law Students Association

WLSA's mission is to promote female leadership and ensure equality within Texas Wesleyan School of Law, the legal profession, and the Metroplex. WLSA is a proactive organization working to achieve these goals by presenting and leading discussions on emerging legal issues affecting women. WLSA embraces diversity and welcomes all students, regardless of gender, to join the effort to eliminate all forms of discrimination.

**All activities for these organizations are approved to fulfill the Equal Justice Program requirement. Other organizations may offer activities that fulfill this requirement as well; students should check with the assistant dean for student affairs. ■*

POLICIES & PROCEDURES FOR STUDENTS WITH DISABILITIES

Texas Wesleyan University seeks to comply with the Americans with Disabilities Act and with Section 504 of the Rehabilitation Act of 1973 regarding its students with disabilities. No student shall be denied access to or participation in the services, programs, and activities of the University solely on the basis of his/her disability. To accomplish this goal, the University shall provide, upon request, reasonable accommodations for students who have a physical or mental impairment that substantially limits a major life activity.

If a student with a disability requires accommodation, the student must present relevant, verifiable, professional documentation or assessment reports, confirming the existence of the disability, to the assistant dean for student affairs, who will forward it to the director of the University Counseling Center for review by its professional staff. Further documentation may be required by the University Counseling Center to confirm the disability claim or to assist the University in determining appropriate accommodation. Information concerning a student's disability will be treated in a confidential manner in accordance with University policy, and applicable federal and state law. The student will be informed of the University Counseling Center determination. The student may be required to attend the meeting with the University Counseling Center director. A letter describing any accommodations the University will provide the student will be issued to the student. If the determination confirms the existence of a disability requiring accommodation, the

accommodation(s) will be administered through the office of the assistant dean for student affairs. It shall be the student's responsibility to inform the University Counseling Center within a reasonable period that any required accommodation has not been provided. If the University Counseling Center determination does not confirm the disability or the need for accommodation, the student may challenge the determination by following these procedures:

Informal Review

The student shall first make a written request for an informal review by the assistant dean for student affairs, within a reasonable time after the determination is made. The assistant dean will review the student's request and take appropriate action if necessary.

Formal Review

If the informal review does not resolve the issue to the student's satisfaction, the student may make a written request for formal review to the provost of the University. The provost will appoint a five-person committee consisting of at least two faculty members to review the student's request. The committee will provide a recommendation on the matter to the provost. The student shall have no review rights beyond the five-person committee. ■

THE LAW LIBRARY

The Texas Wesleyan School of Law Dee J. Kelly Law Library is a comfortable and supportive setting for individual and group research and study, home to an extensive collection of electronic and print legal research resources, and is where you will find the library faculty members (aka librarians) who will help you apply those resources in legal dispute resolution.

The policies below are applicable to current Texas Wesleyan School of Law students only. Please see the library's website for a list of services provided and the Texas Wesleyan School of Law Dee J. Kelly Law Library Policies Manual for policies applicable to other patron groups.

Access

To provide a safe and quiet student-centered study space, the library doors are locked Monday through Friday at 8:00 p.m. and Saturday and Sunday at 6:00 p.m., after which entry can only be gained by swiping a Texas Wesleyan School of Law ID through the card reader at the door.

Children under the age of 15 must be accompanied and supervised by an adult at all times. The accompanying adult is responsible for the child's conduct. A child displaying disruptive or unsafe behavior and the accompanying adult may be asked to leave the law library.

The law library reserves the right to restrict or deny access to any individual or group as it deems necessary.

Noise

While users should be respectful of each other, silence is not a reasonable expectation in an academic library with a busy reference desk. However, complimentary earplugs are always available at the circulation desk and the library tends to be much quieter after 8:00 p.m. when reference service ends.

Food, Drink and Tobacco Use

Food and nonalcoholic drinks are allowed in the library. Drinks must be in covered, nonspillable containers. Users must clean up after themselves and promptly report spills. All tobacco use is prohibited.

Electronic Compact Shelving

In order to maximize the available space, the law library uses an electronic compact shelving system. All students receive training on its operation in their LARW I class. Anyone who needs assistance should not hesitate to speak with a librarian. If a librarian is not available, consult the instructions posted at the end of every aisle or watch the safety video on the library's Facebook page.

Reshelving Books

Students are welcome to reshelv their own books if they wish. Those who are not comfortable reshelving their items should leave their books on a reshelving cart.

Study Rooms

There are nine group study rooms in the library. These rooms are for use by two or more students who need a place for discussion or group study for a maximum of two hours. If a study room has only one occupant, the individual must yield the room if a group requests that they do so. Rooms are available on a first-come, first-served basis unless the library reserves the room for an authorized academic purpose.

If students leave their possessions in a room without being physically present for 20 minutes or more, a librarian will remove the items and the room will be opened up to waiting students. The owners should see a librarian to retrieve their belongings.

Computer Classroom

The law library's computer classroom is dedicated to training sessions that require computer access. A schedule of weekly room events is posted just outside the door. When there is no event in progress, students may use the room for study.

Computer Lab

The computer lab contains computers and a law school networked printer for use by current law school students. Users must swipe their law school ID to enter. The computers provide legal research databases, internet access, word processing software, and Rosetta Stone language software. The lab opens when the library opens and closes 30 minutes before the library closes.

Printing, Copying & Scanning

The networked printer located in the computer lab costs 10¢ per page and requires a copy card.

Copy machines are located in the photocopy room. In addition to providing photocopies, they are capable of scanning documents that are delivered to email in PDF format. Copies cost 10¢ per page but scanning is free. All machines accept coins and \$1, \$5, \$10, and \$20 bills, as well as copy cards.

Copy cards are used on both the photocopiers and printers. Purchase them from the copy card dispenser located in the photocopy room. The copy card itself costs \$1 and must be purchased with a \$1 bill. After purchase, value may be added to the card with \$1, \$5, \$10, and \$20 bills.

Supplies

The law library provides staplers and a three-hole punch in the photocopy room. Other office supplies may be purchased in the bookstore on the second floor during normal operating hours.

Circulation

Students presenting a Texas Wesleyan School of Law ID may check out any item that has a "Date Due" sticker on the inside cover. Circulation lengths vary based on the item being circulated and are as follows:

- Books and serials: 2 weeks, with one renewal
- Print materials and audio tapes on Course Reserve: 2 hours in-library use
- Videotapes and DVDs on Course Reserve: 24 hours

Reference materials, legal periodicals, three-ring and compression binders, and works of three volumes or more do not circulate.

A total of eight items may be checked out from the law library and historic campus library, of which four may be reserve items.

When renewals are allowed, the borrower may renew the item in the law library's automated system by logging into his or her account. If the item is already overdue, the item must be physically brought to the library to be checked out again. No telephone renewals will be accepted. Reserve items may not be renewed.

All material checked out from the law library must be returned to the law library, not the historic campus library.

Reserves

The Reserve Collection includes all required books for current courses; heavily used material such as *The*

Bluebook and audiovisual materials; items placed on reserve by professors; and items obtained via interlibrary loan for Law Review.

Materials placed on Course Reserve by a faculty member can be searched through the Course Reserve search page in the library catalog.

Materials the law library has acquired for Law Review via interlibrary loan are kept in this collection at the circulation desk. If a Law Review member needs to access these materials, the member must ask the circulation clerk to retrieve the item. All Law Review Reserve books must be used in the law library only; articles may be taken from the library and do not have to be returned. A binder containing a list of materials currently in the Law Review Reserve collection is maintained at the circulation desk.

Interlibrary Loan (ILL)

The law library provides free ILL service. Requests are submitted through a request form located on the law library website. ILL requests must be for law school-related activities and the individual requesting an item is subject to all penalties set by the lending library for late returns and lost items.

Fines

The law library does not assess daily fines for overdue items. When an item is missing or lost, the borrower will be charged a fine consisting of the replacement cost of the item plus a \$25 processing fee. If the item is a videotape, audiotape, CD or DVD produced for class use by a law school faculty member, the borrower will be billed \$25 plus the \$25 processing fee. If the item is out of print, the charge is \$100 plus the \$25 processing fee.

Borrowers lose circulation privileges upon an item becoming overdue. Privileges are reinstated when the fine is paid or when the item is returned, provided a replacement copy has not been ordered already. If the replacement item has already been ordered, the borrower is responsible for paying the fine and will then have circulation privileges reinstated.

Law Library Faculty

Cassie Bruner

Public Services Librarian and Assistant Professor

M.S.L.S. 2010 University of North Texas. B.S.C.J. 2007 Texas State University.

Kris Helge

Public Services Librarian and Assistant Professor

M.S.L.S. 2008 University of North Texas. J.D. 2001 South Texas College of Law. B.A. 1996 Baylor University.

Reference librarian, Baylor Law School; graduate assistant, Willis Library, University of North Texas; associate, Law Office of Douglas Wm. Wright.

Published in *Northern Kentucky Law Review* (2011), *British Journal of American Legal Studies* (2011), *Legal Reference Services Quarterly* (2010), *American Association of Law Libraries Spectrum* (2009), *Law Library Resource Exchange* (2008), and *Library Student Journal* (2008).

Presented at Texas Library Association Annual Conference (2012); Association for Library and Information Science Education Annual Conference (2012); Texas Library Association Annual Conference (2011); and Southwestern Association of Law Libraries Annual Meeting (2010).

Course: Texas Legal Research Practicum.

Served as president of the Research Instruction and Patron Services Special Interest Section of the American Association of Law Libraries.

Wendy Law

Head of Collection Development and Associate Professor

J.D. 2003 Texas Wesleyan School of Law. M.I.L.S. 1996 University of Michigan. B.A. 1993 University of Michigan.

Acquisition and collection development librarian, head of public services, acting associate director, senior reference and collection access librarian, public services librarian, Texas Wesleyan Dee J. Kelly Law Library; adjunct professor, Texas Wesleyan School of Law.

Contributing author to *The Law and Harry Potter* (Carolina Academic Press 2010), published in *DALL Advance Sheet* and *Tarrant County Bar Association Bulletin*.

Presented at Southwestern Association of Law Libraries Annual Meeting (2010).

Laura McKinnon

Public Services Librarian and Assistant Professor

J.D. 2009 Florida State University. M.I.L.S. 2009 Florida State University. B.S. 2005 University of Florida.

Student intern, Florida State University College of Law Research Center. Recipient of the Southwestern Association of Law Libraries Kate Mara Award (2010).

Published in *Legal Information Alert*. Presented at Mid-America Association of Law Libraries/Southwestern Association of Law Libraries Joint Meeting (2011); Southwestern Association of Law Libraries Annual Meeting (2012).

Course: Texas Legal Research Practicum.

Michelle Rigual

Law Library Director and Associate Professor of Law

M.S. 2001 University of Illinois. J.D. 1997 University of Illinois. B.A. 1988 University of Texas at Austin.

Associate director, assistant director for collections, electronic resources and technical services, head of technical services, co-interim director, reference librarian, University of New Mexico; reference librarian, Arizona State University; Reference Librarian, Capital University; technical information specialist, U.S. Army Corps of Engineers Construction Engineering Research Laboratory.

Author of "Teaching a New Dog the Same Old Trick," in *The Law School Librarian's Role as an Educator: Leading Librarians on Adapting to New Technologies, Maximizing Research Skills, and Helping Students Transition from Law School to Law Firm* (Aspatore Books, 2008); Published in *Technical Services Law Librarian* (2007).

Presented at Southwestern Association of Law Libraries Annual Meeting (2012); Dallas Association of Law Librarians (2012); Mid-America Association of Law Libraries/Southwestern Association of Law Libraries Joint Meeting (2011); Houston Association of Law Librarians-Southwestern Association of Law Libraries Joint Meeting (2011); Dallas Association of Law Librarians (2011); Southwestern Association of Law Libraries Annual Meeting (2010); Southwestern Association of Law Libraries Annual Meeting (2008); Southwestern Association of Law Libraries Annual Meeting (2006).

Courses: Legal Research Practicum. Texas Legal Research Practicum.

Served as president of the Southwestern Association of Law Libraries and chair of the Latino Caucus of the American Association of Law Libraries.

Joan Stringfellow

Head of Technical & Electronic Services and Associate Professor

M.S.L.S. 2002 University of North Texas. B.S. 2000 Texas Wesleyan University. Paralegal Certificate 2000 Texas Wesleyan University.

Interim associate director, catalog librarian, Texas Wesleyan School of Law Dee J. Kelly Law Library.

Presented at Southwestern Association of Law Libraries Annual Meeting (2010); Southwestern Association of Law Libraries Annual Meeting (April 2003).

Karin Strohbeck

Circulation Librarian/Archivist and Assistant Professor

M.L.S. 1989 Texas Woman's University. B.S. 1986 University of Louisville.

Evening access services librarian, Texas Wesleyan School of Law Dee J. Kelly Law Library; archivist/librarian assistant, Amon Carter Museum; Project archivist,

CAREER

The Career Services Office (CSO) at Texas Wesleyan University provides students and alumni with career development resources from the first year of law school throughout their careers. The primary of the CSO is to help students and alumni gain the skills and knowledge necessary to succeed in a competitive job market. The CSO offers a variety of career opportunities, including internships, externships, and job placement services. The CSO also provides resources for students and alumni who are interested in law school or law careers.

Our campus provides an introduction to the office and its services during the 1L Career Week in November. We encourage all students to come into the office to meet with our advisors, attend our career panels, and explore our resources. We also offer a variety of career development services, including resume and cover letter reviews, job search strategies, and interview preparation. We are committed to helping students and alumni achieve their career goals.

Seminars

The CSO provides seminars on a number of topics to help students decide what career paths they want to pursue and how to best prepare themselves for the job market. These seminars are offered by our advisors and are designed to provide students with the information and resources they need to make informed career decisions. Topics include resume writing, job search strategies, and interview preparation. We also offer seminars on specific career fields, such as corporate law, government law, and public interest law. We encourage all students to attend these seminars to gain valuable insights and resources.

Personal Counseling

Career services counseling are available for the one-on-one meetings with advisors to discuss all aspects of their job search. Counselors can help you determine what practice areas and settings would be the best fit for you. We also offer personal counseling services to help students and alumni address any personal or academic issues that may be affecting their career development. Our advisors are trained to provide confidential and supportive counseling services. We encourage all students and alumni to seek out our personal counseling services when needed.

Career Resource Library

The CSO maintains an up-to-date collection of specialized publications for students and alumni to use in researching practice areas and areas of interest, as well as finding potential jobs. In addition, the office subscribes to a number of legal periodicals and provides access to a computer search system. We also offer a variety of career development resources, including resume and cover letter reviews, job search strategies, and interview preparation. We are committed to providing students and alumni with the resources they need to succeed in a competitive job market.

Our office provides a variety of career development services, including resume and cover letter reviews, job search strategies, and interview preparation. We also offer seminars on specific career fields, such as corporate law, government law, and public interest law. We encourage all students to attend these seminars to gain valuable insights and resources.

Online Job Bank

Our office maintains an online job bank that provides students and alumni with access to a variety of career opportunities. The job bank includes listings for internships, externships, and full-time positions in a variety of practice areas. We encourage all students and alumni to regularly check the job bank for new opportunities. We also offer a variety of career development services, including resume and cover letter reviews, job search strategies, and interview preparation. We are committed to helping students and alumni achieve their career goals.

On-Campus Interviews

Texas Wesleyan University provides on-campus interviews for students and alumni. These interviews are designed to provide students and alumni with the opportunity to meet with potential employers and discuss their qualifications for a position. The on-campus interviews are held in a variety of practice areas, including corporate law, government law, and public interest law. We encourage all students and alumni to participate in these interviews to gain valuable insights and resources.

Networking

Networking is a critical component of the job search process. The CSO provides a variety of networking opportunities for students and alumni, including networking events, seminars, and workshops. We encourage all students and alumni to take advantage of these opportunities to build their professional network. We also offer a variety of career development services, including resume and cover letter reviews, job search strategies, and interview preparation. We are committed to helping students and alumni achieve their career goals.

CAREER SERVICES

The Career Services Office (CSO) at Texas Wesleyan School of Law provides students and alumni with career development resources from the first year of law school throughout their careers. The proximity of the law school to a large and diverse legal community in the Fort Worth/Dallas area offers students a wide variety of career opportunities. The goal of the career services office is to assist students in finding and maximizing those opportunities.

Career counselors provide an introduction to the office and its services during the 1L Career Week in November of each year. Students are encouraged to come into the office, access its numerous career resources, and speak with career counselors about their specific goals and job search plans.

Seminars

The CSO presents seminars on a number of topics to help students decide what career paths they want to pursue and teach them how to effectively market themselves to employers. Presented by career services counselors or by guest speakers, seminars provide valuable opportunities for you to learn about various practice areas and the realities of practicing law. These seminars also give you practical career advice, such as how to write compelling cover letters and resumé, how to network effectively, and how to present yourself during an interview.

Personal Counseling

Career services counselors are available for one-on-one meetings with students to discuss all aspects of their job searches. Counselors can help you determine what practice areas and settings would be the best fit for you, work with you in developing a job search plan, review your cover letters and resumé, and give you feedback on your interviewing skills.

Career Resource Library

The CSO maintains an up-to-date collection of specialized publications for students and alumni to use in researching potential employers and areas of practice as well as seeking particular jobs.

In addition, the office subscribes to a number of legal periodicals and provides access to a computer, a laser

printer, and a fax so you can search for jobs online, submit materials, and produce professional looking resumé and cover letters.

Online Job Bank

Our office maintains a list of job openings on Symplicity, our password-protected job bank, including paid and unpaid internships and clerkships for students, and full-time attorney positions for graduates. In addition, the office posts announcements for other opportunities, such as contract positions, research assistantships, special projects, and nontraditional opportunities. First-year students will receive a username and password for Symplicity in November.

On-Campus Interviews

Texas Wesleyan School of Law invites private law firms, state and federal government agencies, public interest organizations, and other potential employers to interview students on campus during the fall and spring semesters. Called OCI, this program is one of the ways students can procure summer positions as well as permanent positions after graduation.

Job Fairs

The law school is an active member of several job fair consortia, and students are invited to participate in regional and national job fairs throughout the academic year. Some of the job fairs our students have attended include Public Service Career Day in Austin, the Texas in Washington Recruitment Program in Washington, D.C., the Patent Law Interview Program in Chicago, and the Southeastern Minority Job Fair in Atlanta.

Networking

Networking is widely recognized as the most effective way to get a legal job. The career services office encourages students to take advantage of the numerous opportunities to connect with the local legal community. The CSO regularly invites members of the Dallas and Tarrant County bar associations to speak at seminars, and the office encourages students to attend bar association luncheons. More information on networking is available on the career services website and from the career services office.

Hours

The career services office is open Monday through Thursday from 8:30 a.m. to 6 p.m. and on Friday from 8:30 a.m. to 5 p.m. The CSO maintains an "open door" policy. Students may make appointments with career counselors, or may drop in with questions if counselors are available. Evening and weekend appointments can be made upon request.

Texas Wesleyan University Nondiscrimination Policy

Texas Wesleyan School of Law is committed to ensuring equal opportunity for all its students and alumni and is committed to a policy against discrimination in employment based on race, color, national origin, religion, sex, sexual orientation, age, veteran status, or disability. The facilities of the career services office may be denied to employers whose conduct contravenes this policy. Employers who use campus facilities or post jobs on the law school website must agree to comply with this nondiscrimination policy. Students may file complaints against an employer who asks discriminatory questions in any program or activity sponsored or conducted at the law school.

Additional Information

If you are interested in services offered by the career services office at Texas Wesleyan School of Law, call (800) 733-9529 ext. 4050 or (817) 212-4050, or email aaschroer@law.txwes.edu or cleaverton@law.txwes.edu. The career services office is a member of the National Association for Law Placement. All services are provided in a manner that safeguards students' privacy and that prohibits discriminatory hiring practices by potential employers. ■

UNIFIED HARASSMENT & DISCRIMINATION POLICY

Statement

Harassment and discrimination, including sexual harassment and discrimination, are illegal under federal and state statutes, including but not limited to, Title VII of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972, and the Texas Commission on Human Rights Act, and is prohibited at Texas Wesleyan University (the "University").

The University is committed to providing an environment of academic study and employment free from harassment or discrimination to all segments of its community; that is, its faculty, staff, students, guests, and vendors. It is the responsibility of members of the University community to conduct themselves so that their words or actions cannot be reasonably perceived as harassing, discriminatory, sexually coercive, abusive or exploitive, or as interfering with any other individual's ability to study or work productively at the University. Furthermore, the University strictly forbids retaliation by any member of the University community against anyone who brings a charge of discrimination, sexual harassment, or any other form of harassment.

Once the University has knowledge of conduct or behavior that could be reasonably construed as harassment or discrimination, action under this policy must be initiated and followed to its conclusion.

Definition of Sexual Harassment

Sexual harassment is unwelcome sexual advances, requests for sexual favors or other verbal, visual, or physical conduct of a sexual nature when:

1. Submission to, or rejection of, such conduct is used as the basis for employment or academic decisions or is made a term or condition of employment or academic success; or
2. Such conduct has the purpose or effect of unreasonably interfering with one's work or academic performance by creating an intimidating, hostile, or offensive work or academic environment.

Other Forms of Harassment

1. Any verbal, physical, or visual act or conduct which denigrates, threatens, or shows hostility toward any

individual or group because of a protected status, and which has the purpose or effect of unreasonably interfering with one's work or academic performance by creating an intimidating, hostile, or offensive work or academic environment.

2. Any threat or act of violence.
3. Such harassment may be based on, but is not limited to, race, color, national origin, ethnicity, gender, age, religion, disability, or other legally-protected status.

Definition of Discrimination

Any act or conduct that is prejudicial toward another person's race, color, national origin, ethnicity, gender, age, religion, disability, or other legally-protected status.

Sanctions

Any violation of any aspect of this policy toward any faculty member, staff member, student, guest, or vendor will subject the violating faculty member, staff member, student, guest, or vendor to appropriate disciplinary action or sanction, which may include dismissal from employment for faculty and staff; cancellation of student status for students; and loss of business or other campus privileges for vendors and guests.

Timing of Complaint

Any complaint, either oral or written, must be communicated to the appropriate University representative immediately as indicated by this policy, but no later than 180 calendar days from the most recent occurrence of the alleged behavior.

Confidentiality of Proceedings and Records

All persons involved in the investigation, adjudication, or resolution of complaints shall preserve the confidentiality of information relating to such investigation, adjudication, or resolution, to the extent possible. Such confidential information shall only be disclosed on a need-to-know basis to those in the University or their designees and legal representatives (including outside counsel) authorized to participate in the investigation, adjudication, or resolution, or to

those outside the University, as required by court order or otherwise required by law. The University cannot guarantee confidentiality.

Proceedings

Once the complaint has been received, the appropriate authority, as defined by this policy, shall promptly initiate the specific complaint and investigation procedure applicable for the accused individual, according to the appropriate policy. The unified policy and procedures are cross-referenced to appropriate University policy manuals.

Complaint Procedures in General

The University recognizes the need for each of the three segments of the University community (faculty, staff, and students), with their unique missions and roles, to have their own respective complaint procedures. Although this is a unified policy for the University community, specific complaint procedures are listed for each segment, depending upon which member of the University community is being charged with harassment or discrimination. Complaints against vendors and guests should follow the complaint procedures for charges against staff employees. Complaints should be delivered in writing to the appropriate person as specified in this policy. However, verbal complaints may be accepted. Complaints must provide the name of the person alleged to have harassed or discriminated against the complainant, specific details of the alleged conduct or act, a list of witnesses (if any), a desired remedy, and any other pertinent details.

Who May Use the Procedure

The complaint procedure described herein shall be available to any faculty member, staff member, student, vendor, or guest who believes that he or she has been harassed or discriminated against by a faculty member, staff member, student, vendor, or guest in the context of the accused individual's performance of University-related functions.

Lodging of Complaint Against a Faculty Member

Investigation

Any complaint of harassment or discrimination against a faculty member shall be reported immediately to the Provost. The Provost shall promptly assign the complaint to two (2) appropriate administrators of at least the senior staff level or someone who directly reports to the senior staff. These administrators shall

investigate the complaint, interview the parties and others in possession of pertinent information, review relevant documentation and evidence, reach an initial determination of whether harassment or discrimination has occurred and, depending upon its severity, seek to resolve the matter informally. If the administrators believe that immediate harm to either party or the integrity of the investigation is threatened by the continued performance of the accused faculty member's customary duties or responsibilities, the administrators may recommend to the Provost that the accused faculty member be suspended with pay, or reassigned pending the completion of the investigation. The Provost shall complete the investigation within thirty (30) calendar days of the receipt of the complaint, unless notice of delay is given. Within this time frame, the administrators shall prepare a written report of the investigation, which shall include their initial determination.

Informal Resolution

Upon completion of the investigation and depending upon its severity, the administrators are authorized to resolve the matter to the satisfaction of the University, the complaining party and the accused faculty member. If a resolution satisfactory to the University and both parties is reached through the efforts of the administrators, a written statement, a copy of which shall be attached to the administrators' report, shall indicate the agreement reached by the parties and shall be signed and dated by each party and by the administrators. At that time, all action contemplated under the agreement shall be taken and the investigation shall be closed.

Determination of Merits of Complaint

In arriving at a determination of the existence of harassment or discrimination, the administrators shall consider the evidence as a whole, the totality of the circumstances, and the context in which the alleged events occurred. The determination of the existence of harassment or discrimination shall be made from the facts on a case-by-case basis.

Determination of No Harassment or Discrimination

If the administrators determine that no harassment or discrimination has occurred, they shall dismiss the complaint, giving prompt written notice of said dismissal to each party involved. The complaining party or the University has the right to appeal said dismissal in writing, within fifteen (15) calendar days of the date of the notice of dismissal, to the Provost. If no appeal is filed within the fifteen (15) calendar days period, the matter is automatically closed. If a determination of no harassment or discrimination is appealed, the Provost shall make a written recommendation to the President within seven (7) calendar days. The President shall

notify all parties of his or her decision in writing within seven (7) calendar days after receipt of the Provost's recommendation. The President's decision is final.

Determination of Harassment or Discrimination

If the administrators determine that harassment or discrimination has occurred and that a particular sanction is appropriate, they shall promptly notify the parties without providing details of the sanctions to the complainant. The accused faculty member, the complaining party, or the University may appeal said determination, in writing, to the Provost within fifteen (15) calendar days of the date of notice of determination. If no appeal is filed within the fifteen (15) calendar days, the matter is automatically closed. If a determination of harassment or discrimination is appealed, the Provost shall make a written recommendation to the President within seven (7) calendar days. The President shall notify all parties of his or her decision in writing within seven (7) calendar days after receipt of the Provost's recommendation. The President's decision is final.

Revocation of Tenure and Termination as Possible Sanction for Harassment or Discrimination

If the administrators determine at any stage in the investigation that the evidence of harassment or discrimination is sufficiently clear and severe, and the Provost concurs in writing, so as to warrant the immediate commencement of proceedings to revoke tenure and/or terminate the faculty member, the case shall be removed from the complaint procedures contained herein and resolved in accordance with the revocation of tenure and termination policies and procedures for faculty members. The faculty member shall be suspended, with pay, pending formal resolution of the matter.

Lodging of Complaint Against a Staff Employee, Guest, or Vendor

Persons who have complaints alleging harassment or discrimination against a staff employee, guest, or vendor are encouraged to raise them either orally or in writing to the Associate Vice President for Administration and Human Resources, a supervisor, the department head, Dean, Divisional Vice President, or the Provost. It is recommended, although not required, that the complainant follow the "chain of command." For example, staff employees are encouraged to lodge complaints within their respective work area. The person receiving the complaint shall communicate it promptly to the Associate Vice President for Administration and Human Resources or the Director of Human Resources. The Office of Human Resources shall be responsible for investigating complaints. In the event of a conflict of

interest involving the Office of Human Resources, the Associate Vice President shall assign the complaint for Administration and Human Resources to a Divisional Vice President for investigation. Nothing in this policy shall require a complainant to file a complaint with the individual who is accused of harassment or discrimination.

Investigation

Upon receipt of a complaint of harassment or discrimination against a staff employee, guest, or vendor, the Office of Human Resources shall investigate the complaint itself or assign it to two (2) administrators, each of whom must be either a Vice President, Associate Vice President or someone who directly reports to a Vice President or Associate Vice President and who is employed at least at the director level. The Office of Human Resources or the assigned administrators shall investigate the complaint, interview the parties and witnesses involved, and gather all pertinent information. The investigation shall be completed within thirty (30) calendar days of receipt of the complaint, unless notice of delay is given. A written report shall be prepared, unless advised otherwise by University legal counsel.

At any stage in the investigation, an accused employee may be suspended with pay or reassigned. If the complaint is against a guest or vendor, the guest may have his or her privileges as a guest suspended, or the vendor may have its business dealings with the University suspended, or the guest or vendor may be prohibited from having contact with faculty, staff, students, guests, or vendors of the University until the complaint is resolved. The Office of Human Resources or the administrators shall promptly inform the accused employee, guest, or vendor of the complaint and shall, during the investigation, obtain the employee's, guest's, or vendor's version of the facts. The Office of Human Resources or the administrators, in arriving at a determination of whether harassment or discrimination has occurred, shall review the information as a whole in the totality of the circumstances and in the context in which the alleged incident or incidents occurred. The determination shall be made from the facts on a case-by-case basis.

Determination

Upon completion of the investigation, the office of human resources or the administrators are authorized to take the following actions:

1. Determine that the claim of harassment or discrimination was not substantiated and provide written notice of such determination to the employee, guest, or vendor and the complainant; or
2. Determine that the claim of harassment or

discrimination was substantiated and issue appropriate disciplinary action against the employee, guest, or vendor with notification to the complainant that appropriate action is being taken against the employee, guest, or vendor, without providing details of the nature of such action.

Appeals

Either party may appeal the determination by the Office of Human Resources or the administrators to the President in writing within fifteen (15) calendar days of receipt of notification of the determination. If the President does not act to change the determination within seven (7) calendar days of receiving the appeal, the determination shall become final under the executive authority of the President. The President's decision is final.

Employment-at-Will

The utilization of these procedures shall not affect the employment-at-will nature of the employment relationship.

Lodging of Complaint Against a Student

Persons who have complaints alleging harassment or discrimination against students are encouraged to raise them either orally or in writing to the Vice President of Enrollment and Student Services, the Dean of Students, the Provost, a Dean, or the Office of Human Resources. The person receiving the complaint shall communicate it promptly to the Vice President of Enrollment and Student Services or the Dean of Students in his or her absence.

Investigation

Upon receipt of a complaint of harassment or discrimination against a student, the Vice President of Enrollment and Student Services or the Dean of Students, if designated by the Vice President, shall investigate or assign the complaint to two (2) administrators, each of whom must be either a Vice President, Associate Vice President or someone who directly reports to a Vice President or Associate Vice President and who is employed at least at the director level. The Office of Human Resources shall serve in an advisory capacity for complaints involving students. The above-mentioned staff or the assigned administrators shall investigate the complaint, interview the parties and witnesses involved, and gather all pertinent information. The investigation shall be completed within thirty (30) calendar days of receipt of the complaint, unless notice of delay is given. A written report shall be prepared, unless advised otherwise by University legal counsel.

At any stage in the investigation, the accused student may be suspended until the matter is resolved. In the event a student is suspended and subsequently exonerated, the student shall be allowed to make up missed assignments or tests, if possible. If that is not possible, the student shall be refunded any tuition or fees lost. The accused student shall be promptly notified of the complaint and shall, during the investigation, provide his or her version of the facts. In arriving at a determination of whether harassment or discrimination has occurred, the information as a whole in the totality of the circumstances and in the context in which the alleged incident or incidents occurred shall be reviewed. The determination will be made from the facts on a case-by-case basis.

Determination

Upon completion of the investigation, the Vice President of Enrollment and Student Services, the Dean of Students, or the administrators are authorized to take the following actions:

1. Determine that the claim of harassment or discrimination was not substantiated and provide prompt written notice of such determination to the student and the complainant; or
2. Determine that the claim of harassment or discrimination was substantiated and issue appropriate disciplinary action against the student with notification to the complainant that appropriate action is being taken against the student, without providing details of the nature of such action. If the disciplinary action against the student is expulsion, the President must first be notified and approve the expulsion.

Appeals

Either party may appeal the determination by the Vice President of Enrollment and Student Services, the Dean of Students, or the administrators to the President in writing within fifteen (15) calendar days of receipt of notification of the determination. If the President does not act to change the determination within seven (7) calendar days of receiving the appeal, the determination shall become final under the executive authority of the President. The President's decision is final.

Notice

This policy does not create contractual rights of any kind for students, faculty, staff, guests, or vendors. This policy may be amended, amplified, or withdrawn by the University, in its sole discretion, at any time. ■

UNIVERSITY COMPLAINT POLICIES

Policy on Written Student Complaints

Texas Wesleyan University recognizes the value of information provided by students about the performance of the University in providing the services and meeting the goals that our mission describes. It is University policy to invite feedback, and, whenever possible, to use that feedback to continue to improve the services and functions of the University.

Ideally, students will be able to resolve any problems by dealing directly with the individual (such as a faculty or staff member) or office (such as a student service or administrative office) involved. However, if a student is unable to reach a satisfactory resolution and wishes to pursue the matter further, or if a student wishes to register a formal complaint, a written complaint may be addressed to the Office of the Provost.

Written complaints should contain the following information:

- the complainant's name and contact information
- a clear description of the problem or complaint
- appropriate supporting documentation that is directly related to the complaint
- a description of any subsequent actions taken by the complainant or the University, and
- a description of the desired outcome.

All written complaints received and copies of any responses will be kept on file in the Office of the Provost. Complaints that are unsigned or are not received in written format (e.g., complaints received by phone or electronically) will not be considered.

The Provost will respond to each complaint within 15 business days of receipt. If no other action was requested, the response will acknowledge receipt of the complaint. If further action is requested, the response will describe the actions to be initiated by the Office of the Provost and any further information from the complainant that may be required.

Academic Matters

Written complaints about grades will not be addressed by the Office of the Provost unless the student has already discussed the grade with the course instructor, the department or division head (if any), and the appropriate Dean, respectively. Appropriate documentation would include copies of the student's course work, the course syllabus, and any other materials related to specific assignments (such as handouts or correspondence with the instructor).

Nonacademic Matters

Written complaints about administrative or other student services should be directed initially to the appropriate office, but may be submitted to the Provost if satisfactory resolution is not achieved. Appropriate documentation would include copies of any relevant contracts, notices, or other official or informal correspondence with the office or other University personnel.

Campus Conduct Hotline

The Campus Conduct Hotline is part of the University's continuing effort to promote zero tolerance of unethical conduct in the workplace. The hotline is designed to minimize any apprehension and make it possible for anyone to report concerns about possible violations of the University's ethics and employment policies. The Campus Conduct Hotline system is available around the clock, seven days a week, and is open to all members of the campus community. Because the hotline is operated by an independent organization, any calls made through it are completely confidential and anonymous.

Campus Conduct Hotline: (866) 943-5787

Examples of situations when a call to the Campus Conduct Hotline would be appropriate:

- Fraud or crime
- Sexual harassment
- Discrimination
- Workplace hostility
- Fraudulent financial or business practices

If you have any questions about the hotline, contact human resources at (817) 531-4403.

The Campus Conduct Hotline is a complement to the complaint processes already covered in this document (see page 24, Code of Conduct; page 70, Unified Harassment Policy; and above). ■

ACADEMIC CALENDAR

Fall 2012

Registration:

56 or more earned hours	Monday	March 26, 2012
30-55 earned hours	Wednesday	March 28, 2012
20-29 or fewer earned hours	Friday	March 30, 2012

Orientation Thursday-Friday August 16-17

First Day of Classes Monday August 20

No Classes Monday September 3 (Labor Day)
Thursday - Friday November 22 - 23
(Thanksgiving Break)

Last Day to Drop Classes Wednesday November 28

Last Day of Classes Wednesday November 28

For a full 14 weeks of classes, students who have Monday classes have to attend their usual Monday class on November 26 to make up for the Labor Day holiday. Students who have Thursday classes have to attend their usual Thursday class on Tuesday, November 27, to make up for the Thanksgiving holiday. Students who have Friday classes have to attend their usual Friday class on Wednesday, November 28, to make up for the Thanksgiving holiday.

Exams Begin Monday December 3

Exams End Thursday December 13

Hoarding & Commencement Friday December 14

Winter 2013

Registration:

56 or more earned hours	Monday	October 15, 2012
30-55 earned hours	Tuesday	October 16, 2012

Last Day to Drop a Class Wednesday December 19, 2012

First Day of Classes Wednesday January 2

Last Day of Classes Saturday January 5 & 12

Spring 2013

Registration:

56 or more earned hours	Monday	October 22, 2012
30-55 earned hours	Wednesday	October 24, 2012
20-29 or fewer earned hours	Friday	October 26, 2012

First Day of Classes Monday January 7

Spring 2013 Continued...

No Classes	Monday Monday - Friday Friday	January 21 (MLK Holiday) March 11-15 (Spring Break) March 29 (Good Friday)
------------	-------------------------------------	--

Last Day to Drop Classes Tuesday April 23

Last Day of Classes Tuesday April 23

For a full 14 weeks of classes, students who have Monday classes have to attend their usual Monday class on April 22 to make up for MLK Day. Students who have Friday classes have to attend their usual Friday class on Tuesday, April 23, to make up for the Good Friday holiday.

Exams Begin Monday April 29

Exams End Thursday May 9

Hooping & Commencement Saturday May 11

Summer 2013

Registration:

56 or more earned hours	Monday	February 25, 2013
30-55 earned hours	Wednesday	February 27, 2013
20-29 or fewer earned hours	Friday	March 1, 2013

First Day of Classes Monday May 20

No Classes Monday
Thursday May 27 (Memorial Day)
July 4 (Independence Day)

Last Day to Drop Classes Friday July 5

Last Day of Classes Friday July 5

For a full 7 weeks of classes, students who have Monday classes have to attend their usual Monday class on Friday, June 7, to make up for the Memorial Day holiday. Students who have Thursday classes have to attend their usual Thursday class on Friday, June 21, to make up the Fourth of July holiday.

Exams Begin Tuesday July 9

Exams End Thursday July 11



Texas Wesleyan
SCHOOL OF LAW

1515 Commerce St., Fort Worth, TX 76102
817.212.4000 | 800.733.9529 | www.law.txwes.edu