

DOCUMENT N: COURSE AND PROGRAM DEVELOPMENT COVER SHEET

See Course and Program Development Policy and Procedures for Instructions

SCHOOL: LAW <input type="checkbox"/> MSB <input type="checkbox"/> YGCLA <input checked="" type="checkbox"/>	Contact Name: Michele Cotton	Phone: 410-837-5320
DEPARTMENT / DIVISION: Division of Legal, Ethical and Historical Studies		
SHORT DESCRIPTION OF PROPOSAL (State Document N action item from Box 3 below and program name OR course name, code, & number as applicable):		
8. New Course: Add LEST 626 The Trial Process		
PROPOSED SEMESTER OF IMPLEMENTATION: Fall <input checked="" type="checkbox"/> Spring <input type="checkbox"/> Year: 2010		

Box 1: TYPE OF ACTION	ADD(NEW) <input checked="" type="checkbox"/>	DEACTIVATE <input type="checkbox"/>	MODIFY <input type="checkbox"/>	OTHER <input type="checkbox"/>
Box 2: LEVEL OF ACTION	Non-Credit <input type="checkbox"/>	Undergraduate <input type="checkbox"/>	Graduate <input checked="" type="checkbox"/>	OTHER <input type="checkbox"/>

Box 3: ACTION ITEM (check appropriate boxes)		DOCUMENTS REQUIRED (see box 4 below)	IMPACT REVIEWS (see box 5 on back)	APPROVAL SEQUENCE (see box 6 on back)
	1. Experimental Course ¹	N, O, P	a, c, e	AC
	2. Course Title	N, O		ABCD
	3. Course Credits	N, O, (P)		ABCD
	4. Course Number	N, O		ABCD
	5. Course Level	N, O		ABCD
	6. Pre & Co-Requisite	N, O		ABCD
	7. Course Description	N, O, P		ABCDEF
X	8. New Course	N, O, P		ABCDEF
	9. Deactivate a Course	N, O		ABCDEF
	10. Program Requirements	N, O	(b, c, d, e)	ABCDEF
	11a. UG Specialization (24 credits or less)	N, O	a, b, c, d, e	ABCDEF
	11b. Masters Specialization (12 credits or less)	N, O	a, b, c, d, e	ABCDEF
	11c. Doctoral Specialization (18 credits or less)	N, O	a, b, e	ABCDEF
	12. Minor (add or delete)	N, O	a, b, c, d, e	ABCDEF
	13. Closed Site Program	N, O	e	ABCDHIK
	14. Program Suspension	N, O, S	a, e	ABCDEFGIK
	15. Program Reactivation	N, O		
	16a. Certificate Program (ug/g) exclusively within existing degree program	N, O	a, c, e	ABCDEFHIK
	16b. Certificate Program (ug/g) where degree programs do not exist or where courses are selected across degree programs (12 or more credits)	N, O, Q, R, S	a, c, e	ABCDEFHJL
	17. Off-Campus Delivery of Existing Program	N, O, S	a, b, c, e	ABCDHIL
	18a. UG Concentration (exceeds 24 credit hrs)	N, O, S	a, c, d, e	ABCDEFGHJL
	18b. Masters Concentration (exceeds 12 credit hrs)	N, O, S	a, c, d, e	ABCDEFGHJL
	18c. Doctoral Concentration (exceeds 18 credit hrs)	N, O, S	a, c, d, e	ABCDEFGHJL
	19. Program Title Change	N, O, S	a, c, d, e	ABCDEFGHJL
	20. Program Termination ²	N, O, S	d, e	ABCDEFGIK
	21. New Degree Program ³ ,	N, O, Q, R, S	a, c, d, e	ABCDEFGHJL
	22. Other	Varies	Varies	Varies

Box 4: DOCUMENTATION (check boxes of documents included)					
<input type="checkbox"/>	N. This Cover Sheet	<input type="checkbox"/>	Q. Full 5-page MHEC Proposal	<input type="checkbox"/>	T. Other
<input type="checkbox"/>	O. Summary Proposal	<input type="checkbox"/>	R. Financial Tables (MHEC)	<input type="checkbox"/>	
<input type="checkbox"/>	P. Course Definition Document	<input type="checkbox"/>	S. Other documents as may be required by MHEC/ USM. See http://www.ubalt.edu/downloads/program_approval_Grid-USM-10-07.doc	<input type="checkbox"/>	

¹ Approval of experimental course automatically lapses after two offerings unless permanently approved as a new course.

² See USM Policy on the Review and Abolition of Academic Programs (<http://www.usmd.edu/regents/bylaws/SectionIII/III702.html>) for list of information that must be provided for this action.

³ Letter of Intent is required by USM at least 30 days before a full proposal can be submitted. Letter of Intent requires only the approval of the dean and the provost and is forwarded to USM by the Office of the Provost.

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Box 5: IMPACT REVIEW	SIGNATURES (see procedures for authorized signers)	DATE
a. Library X No impact <input type="checkbox"/> Impact statement attached	Director or designee:	
b. OTS X No impact <input type="checkbox"/> Impact statement attached	CIO or designee:	
c. University Relations X No impact <input type="checkbox"/> Impact statement attached	Director or designee:	
d. Admissions X No impact <input type="checkbox"/> Impact statement attached	Director or designee:	
e. Records X No impact <input type="checkbox"/> Impact statement attached	Registrar or designee:	

Box 6: APPROVAL SEQUENCE	APPROVAL SIGNATURES	DATE
A. Department / Division	Chair: <i>Thomas E. Carney</i>	4 Nov. 09
B. General Education (as required for #7, #8)		
C. Final faculty review body within each School	Chair: <i>Margaret J. Pothorst</i>	11-23-09
D. College Dean	Dean: <i>Ray W. Thurman</i>	11/24/09
E. Provost and Senior Vice President for Academic Affairs	Provost: <i>J. Swann</i>	12/1/09
F. Curriculum Review Committee (UFS subcommittee)	Chair:	
G. University Faculty Senate (UFS option)	Chair:	
H. University Council ⁴	Chair:	
I. President	President:	
J. Board of Regents – notification only		
K. Board of Regents – approval		
L. MHEC – notification only		
M. MHEC – approval		
N. Middle States Association notification	Required only if the mission of the University is changed by the action	

⁴ University Council *review* (for a recommendation to the President or back to the Provost) shall be limited to curricular or academic policy issues that may potentially affect the University's mission and strategic planning, or have a significant impact on the generation or allocation of its financial resources.

UNIVERSITY OF BALTIMORE

DOCUMENT O: SUMMARY PROPOSAL

See Course and Program Development Policy and Procedures for Instructions

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O-1: Briefly describe what is being requested:

We would like to add a course, LEST 626: The Trial Process, to our catalogue.

For new courses or changes in existing courses (needed by Registrar)

OLD Title:	Course # / HEGIS Code:	Credits:
NEW Title: The Trial Process	Course # / HEGIS Code: LEST 626	Credits: 3

O-2: Set forth the rationale for the proposal:

We have presented several courses in the past that addressed litigation: Civil Procedure, Evidence, and The Trial Process. All of these courses drew well. Further, they met one of the important needs of our students, which is to gain an understanding of legal procedure. Rather than continue to offer instruction in this area in such a piecemeal fashion, we would like to offer a course on The Trial Process -- which would provide a good basic introduction to legal procedure, evidence, and litigation strategy -- as a regular part of the curriculum.

University of Baltimore

DOCUMENT P: Required Format for Course Definition Document

1. Date Prepared Nov 2, 2009
2. Prepared by Michele Cotton
3. Department/Division Legal, Ethical and Historical Studies
4. Course Number(s) LEST 626
5. Course Title The Trial Process
6. Credit Hours 3
7. Catalog Description (Paragraph should reflect general aims and nature of the course):

LEST 626. The Trial Process (3). The procedural, evidentiary, and strategic aspects of litigation. The course introduces the basics of pleadings, discovery, motion practice, rules of evidence, and trial techniques. The class will cover how court cases are initiated, prepared, and tried. Participation in a mock trial will be part of the instruction.

8. Prerequisites None
9. Course Purpose (How the course is to be used in the curriculum, e.g, required for major)

This course will be one of the Problems and Perspectives courses that students may use to satisfy the requirements for the Masters degree.

10. General Education area, if applicable (i.e., social sciences, humanities, science, etc.) NA
11. Course Type / Component Lecture
12. Faculty qualified to teach the course: Michele Cotton
13. Content Outline

The first part of the course will cover the most important rules of evidence, including those governing relevance, witness testimony, expert opinions, hearsay, and documentary evidence (as well as the objections associated with the rules).

The second part of the course will cover civil and criminal procedure, including the pleadings that initiate the typical case, discovery and/or interrogatories used to develop evidence for trial, and pre-trial and other motions.

The third part of the course will involve preparation for and participation in a mock trial. Students will consider litigation techniques and strategies, and apply the procedural and evidentiary rules learned in the earlier portions of the course in the mock trial. This experience will then be the basis for reflecting upon the nature of procedural justice.

14. Learning Goals

Students will be expected to:

1. Demonstrate an understanding of the conceptual basis of the rules of evidence.
2. Apply the criteria established by the rules of evidence to particular factual situations.
3. Identify the appropriate procedural steps to be taken at different points in a typical trial.
4. Apply the criteria established by the rules of procedure to particular factual situations.
5. Evaluate the likely effectiveness of different evidentiary and procedural strategies.
6. Evaluate the relationship between the trial as intended and the trial as enacted.

These objectives are derived from the Learning Goals established for the LEST program, particularly Goal 2, Analyze enacted law and judicial opinions using the common law method at a moderate to advanced level, and Goal 5, Recognize legal principles as they apply to fact patterns encountered in contemporary professional, civil, and personal life at a moderate to advanced level.

15. Assessment Strategies

Students may be assessed on objectives 1 and 2 through assignments in which they answer questions applying the rules of evidence to hypothetical situations and engage in role play using the rules. Students may be assessed on objectives 3 and 4 through assignments in which they answer questions applying the rules of procedure to hypothetical situations and draft documents in accordance with the rules of procedure. Students may be assessed on all these objectives in the context of the mock trial. A paper assigned after the mock trial might call upon the students to engage in a reflection that addresses objectives 5 and 6.

16. Suggested Text(s) and Materials (example: textbooks, equipment, software, etc., that student must purchase

The instructor will provide the materials, which will include selected Federal Rules of Evidence (which are much the same as most States' rules of evidence), selected Federal Rules of Civil Procedure and of Criminal Procedure (which closely resemble the procedural rules of States as well), and some short articles on litigation strategies and techniques. The instructor will also provide the materials for the mock trial.

17. Suggested class size 20-25.

18. Lab Fees (when applicable) NA