DOCUMENT N: COURSE AND PROGRAM DEVELOPMENT COVER SHEET

Instruction: See Course and Program Development Policy and Procedures

SHORT TITLE OF PROPOSAL: New Credit Activity: Student Fellows - Snyder Center COURSE #

Box 1:	TYPE OF ACTION	ADD(NEW) ☒	DEACTIVATE ☐	MODIFY ☐	OTHER ☐		
Box 2:	LEVEL OF ACTION	Non-Credit ☐	Undergraduate ☐	Graduate ☐	OTHER ☒		

Box 3: ITEM OF ACTION (check appropriate boxes)		APPROVAL SEQUENCE (see box 4 below)	DOCUMENTS REQUIRED (see box 5 on back)	INFO COPIES (see 2 on back)
☐	1 Experimental Course [1]	AC	NOP	
☐	2 Course Title	ABCD	NO	
☐	3 Course Credits	ABCD	NO	
☐	4 Course Number	ABCD	NO	
☐	5 Course Level	ABCD	NO	
☐	6 Deactivate a Course	ABCDEF	NO	a, b
☐	7 Pre & Co-Requisite	ABCD	NO	a, b
☐	8 Course Content	ABCD	NOP	a, b
☒	9 New Course	ABCDEF	NOPQ	a, b
☐	10a Certificate Program (ug/g) exclusively within existing degree program	ABCDEFHJL	NOQ	a, b, d
☐	10b Certificate Program (ug/g) where degree programs do not exist or where courses are selected across degree programs (12 or more credits)	ABCDEFHIK	NOSR, 6	a, b, d
☐	11a UG Concentration (exceeds 24 credit hours)	ABCDEFGHIK	NO, 5	a, b, d
☐	11b Masters Concentration (exceeds 12 credit hours)	ABCDEFGHIK	NO, 5	a, b, d
☐	11c Doctoral Concentration (exceeds 18 credit hours)	ABCDEFGHIK	NO, 5	a, b, d
☐	12 Program Requirements	ABCDEF	NO	a, b, d
☐	13 Program Title	ABCDEFGHIK	NO, 5	a, b, c, d
☐	14 Off-Campus Deliver of Existing Program	ABCDEFHJK	NO, 4	a, b, c, d
☐	15 Closed Site Program	ABCDJL	NOT	a, b
☐	16 Program Suspension [9]	ABCDEGJL	NOQ	a, b, c, d
☐	17 Program Termination	ABCDEFGHJL	NO, 10	a, b, c, d
☐	18 Degree Program	ABCDEFGHIK	NOQRS, 3,8	a, b, c, d
☐	19 New Center	ABCDEFGH		
☐	20 Other	Varies	Varies	Varies

Box 4: APPROVAL SEQUENCE	APPROVAL SIGNATURES	DATE
A Department	Chair:	
B Final faculty review body within each school	Chair:	
C College Dean	Dean:	10-26-05
D Provost and Senior Vice President for Academic Affairs	Provost::	11/9/05
E Curriculum Review Committee (UFS subcommittee)	Chair:	1/11/06
F University Faculty Senate	Chair:	
G University Council [11]	Chair:	
H President	President::	
I Board of Regents – approval		
J Board of Regents – notification only		
K MHEC – approval		
L MHEC – notification only		
M Middle States Association notification	Required only if the mission of the University is changed by the action	

Box 5: DOCUMENTATION (check boxes of documents included)					
X	N. This Cover Sheet		Q. Full Description/Rationale		T. Contract
X	O. Summary Proposal		R. Full 5-page MHEC Proposal		U. Other
	P. Syllabus		S. Financial Tables		

1. Approval automatically lapses after two offerings unless permanently approved by Action 9
2. Codes: a) Director of Library Services (Langsdale or Law) b) College Dean c) Planning Office d) EMSA
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.
4. One-page letter to include: Program title & degree/certificate to be awarded; resources requirements; need and demand; similar programs; method of instruction; and oversight and student services *
5. One-page letter with description and rational *
6. One or two-page document that describes: centrality to mission; market demand; curriculum design; adequacy of faculty resources; and assurance program will be supported with existing resources. *
7. Learning objectives, assessment strategies; fit with UB strategic plan
8. Joint Degree Program or Primary Degree Programs require submission of MOU w/ program proposal
9. Temporary suspension of program to examine future direction; time not to exceed two years. No new students admitted during suspension, but currently enrolled students must be given opportunity to satisfy degree requirements.
10. Provide:
    a. evidence that the action is consistent with UB mission and can be implemented within the existing program resources of the institution.
    b. proposed date after which no new students will be admitted into the program;
    c. accommodation of currently enrolled students in the realization of their degree objectives;
    d. treatment of all tenured and non-tenured faculty and other staff in the affected program;
    e. reallocation of funds from the budget of the affected program; and
    f. existence at other state public institutions of programs to which to redirect students who might have enrolled in the program proposed for abolition.
11. 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.

* Required by MHEC

DOCUMENT O – SUMMARY PROPOSAL

College: Law	Department: Law	Cost Code:
Contact Person: Cheryl Cudzilo	Phone: 4457	Effective Semester: Fall 2005

O-1: Briefly describe what is requested: Creation of a new non-credit classroom activity

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

New Title: Student Fellows Program for the Stephen L. Snyder Center for Litigation Skills	Title #:	Credits: 2
Course Abbreviation: Snyder Center Student Fellows Program		
Old Title:	Title #:	Credits:

O-2: Set forth the rationale for the proposal: Provide students with intense skills training in litigation.

O-3 Resources Needed: n/a

	Personnel	Equipment	Expendables	Facility Costs	TOTAL COSTS
Start-up First Year	$	$	$	$	$
Annual Thereafter	$	$	$	$	$

Indicate probable source of additional funds, if needed:

O-4 Impact including OTS and Library resources (Complete **a** or **b**)

a) Impact was reviewed. All impacted units were contacted and understandings worked out. No unit objects to the proposal as currently submitted. The units contacted were:

Records Office (~~and~~ Richard Morrell)

Department Chair Signature — Date 10-26-05

b) Impact was reviewed. All objections were worked out except those documented in attachments. Units contacted were:

Department Chair Signature — Date

APPROVAL OF NEW LAW SCHOOL COURSE "SUMMARY PAGE"
(Document P and Q)
(Deadlines: to commence Spring semester: Sept. 15;
Summer or Fall Semester: Feb. 15)

Prepared by: Jose Anderson Date: 10/15/05

Course Title: Student Fellows Program for the Stephen L. Snyder Center for Litigation Skills

Credit Hours: 2

Course Description (for inclusion in Law School Catalog):

A Student "Litigation Fellow" in the Stephen L. Snyder Center for Litigation Skills can earn two credits per academic year participating in the Center's seminar programs and performing at least 60 hours of substantive legal work during the academic year. A student may serve as a Litigation Fellow for up to two academic years. A student earning credits as a Fellow may apply the Litigation Fellowship toward meeting the requirements of the following areas of concentration: Litigation and Advocacy, Criminal Practice, and General Practice.

Student Litigation Fellows are selected based on their academic record, faculty recommendations, demonstrated interest in a career in litigation and the programs of the Center. The upper-level students who serve as Student Fellows at the Center play a vital role in the law school's litigation training programs and in implementing those programs throughout the curriculum.

The Student Fellows primary responsibilities are to research, edit and publish material on litigation development, trends and history on the Center's Web page. Participate in the planning and development of the Center's annual Fall criminal law symposium and the Spring semester's Litigation Week programs including the Legacy of Excellence in Litigation event. Fellows are also required to participate in a litigation skill assessment and evaluation before an experienced panel of judges and lawyers. That evaluation will result in a required personal "presentation skills improvement plan" for each Fellow throughout the academic year. The Fellows will also participate in jury research and community based mock jury activities. Selected litigants will be invited to present components of actual litigation for evaluation and comment by the student Fellows.

The Litigation Fellows committee with the assistance of the Snyder Center Director, the Distinguished Attorney in Residence and the Distinguished Jurist in Residence shall supervise all work submitted for academic credit by the Fellows. To be approved for credit, student work and skills workshop participation must be substantial. The research component and substantive skills training shall be comparable to the research analysis and training required in other law school classes, law reviews and clinics. *Academic credit will not be awarded for work which is primarily clerical or administrative in nature.*

Course Prerequisites: None

Open Enrollment: yes___ No X Limited Enrollment: Yes___ No X

Suggested Approximate Class Size: 50 per academic year

Type of course:
Seminar: _____
Workshop: _____
Advocacy: _____
Scholarly Upper Level Writing Req: _____
Clinic: _____
Perspective Course: _____
Non-Credit Classroom Activity: __x__

Concentrations: (check appropriate)

Business___ Environmental___ General _x_ Public & Govt. ___
Criminal x Estate___ IP___ Real Estate___ Int'l & Comp___
Electronic ___ Family___ Litigation & Advocacy _x__ Theories___

Assessment Strategies
Type of evaluation of student: (check appropriate)
Examination ___
25+ page Law Review Format Paper ___
Simulations ___
Draft Documents/Complex instruments ___
Short Assignments ___
Other (explain) x

The student research work on litigation trends will first be subject to student peer review and thereafter guest attorney and law faculty review. The most superior work will be featured on the center's web page as a service to the interested public. The written work will be evaluated for its clarity of writing and logic.

The student skills evaluation will be conducted by a panel of experienced faculty, judges and lawyers on forms developed with the help of a committee of the American College of Trial Lawyers. All fellows will be evaluated on (1)opening statement, (2)direct examination, (3)cross-examination and (4)closing argument.

Text(s): Include author, title, publisher, date of publication, and if the text is required:

Required: José F. Anderson & Stephen E. Harris Editor, Litigation Fellows Manual
Thomas A. Mauet, Trials: Strategy, Skills and the New Powers of Persuasion, (Aspen Publishing, 2005).

Content Outline:
The Litigation Fellows training shall include but not be limited to the following topics:

1. The American College of Trial Lawyers Code of Trial Conduct.

2. The American College of Trial Lawyers Code of Pretrial Conduct.

3. The Vanishing Trial (American College of Trial Lawyers comprehensive study of the civil justice system).

4. Use of peremptory challenges.

5. Selected criminal justice topics.

6. Advance seminar on expert witnesses.

7. Forensic, crime lab, autopsy litigation seminar.

8. Advanced techniques in cross-examination workshop.

9. Advanced opening and closing statement workshop.

10. Advanced deposition workshop.

11. Litigation technology workshop.

12. Complex and multi-party litigation seminar.

13. Litigation seminars co-sponsored by specialty bar associations (e.g. Prosecutor's Associations, Criminal Defense Attorney's Association, Maryland Trial Lawyer's Association).

14. Acting for lawyer's (Theatrical presentation workshop).

Learning Goals:

1. To expose highly interested and motivated litigation students to an intense learning environment to create a "culture of litigation excellence" among the Fellows.

2. Through the example of first rate members of the trial bar student can observe the steps taken by experienced lawyers in resolving litigation problems in an interactive learning environment.

3. To combine litigation ethics with vigorous advocacy through problem solving tasks with students working along side of experienced lawyers.

4. To assist the student in the ability to identify important litigation trends with long term consequences through research and group discussion.

5. Increasing student confidence though constructive feedback on presentation skills and provide frequent opportunities for intense skills practice exercises.

A Full Rationale (include how the proposed course will benefit the students, the Law School and the University):

The Litigation Fellows program is an essential part of satisfying the mission of the Stephen L. Snyder Center for Litigation Skills and the School of Law. The Center was conceived to assist in providing high level training of students in litigation through simulated and seminar activities. Students interested in litigation often seek more intense skill training than can be obtained in the traditional classroom setting. The history of this institution has been to supply the region with a large number of trial lawyers in public and private practice. The law school's other Centers utilize student Fellows to assist their missions. This program is similar to the one offered at the Center for Comparative and International Law. Furthermore, the Snyder Center's focus on developing skill and judgment in litigation is consistent with the goals of the American Bar Association's 1992 McCrate report which was critical of legal education's failure to provide more practical training in its simulation course curriculum. The program will offer student a unique opportunity to establish professional contacts and long term training relationships beyond the full time law school faculty.

Note: Original syllabus shall be on file in the Office of the Academic Dean