

## Introduction to Professional Formation Syllabus

**Course Number:** Law 644

**Course Title:** Introduction to Professional Formation

**Faculty Information and Availability:** Co-Directors Associate Dean Chalak Richards - (310) 506-7439/ [chalak.richards@pepperdine.edu](mailto:chalak.richards@pepperdine.edu) in the Career Development Office (Office 140A) and Alumni Director Jessie Fahy - (310) 506-4762/[jessie.fahy@pepperdine.edu](mailto:jessie.fahy@pepperdine.edu) in the Office of Alumni Relations (Office 202B). Dean Selina Brandt - (310) 506-6271/[selina.brandt@pepperdine.edu](mailto:selina.brandt@pepperdine.edu).

**Class Days and Hours:** 1L Series: Fridays, 11:20 am -12:20 pm; Academic Mastery Workshops: to vary.

**Course Description:** This course is a mandatory course for all first-year students. It will consist of three parts: (1) Launch Week, (2) The Parris Institute 1L Series, and (3) Academic Mastery Workshops. The purpose of this course is to help students understand how legal training can be the foundation for professional careers that combine service, purpose, and leadership. More specifically, students will receive an introduction to each of the three “apprenticeships” identified by legal professionals and educators as critical to the development of future lawyers. These are (1) the cognitive apprenticeship, which focuses on critical thinking, (2) the skills and practice apprenticeship, which focuses on the functions performed by lawyers, and (3) the professional identity and values apprenticeship, which focuses on the lawyer’s capacity to integrate the lawyer’s personal and professional values.

*Launch Week* begins before the other first-year courses. It will include substantive segments on (1) professional formation, (2) case briefing, (3) legal reasoning and analysis, and (4) ethical dilemmas. Those segments – taught by law school faculty – will provide students with an introduction to first-year courses. Launch week will also educate students about the law school’s mission and history, the role of faith and deeply held moral commitments in the legal profession, the importance of professionalism and integrity, and the needs of underserved communities. The Parris Institute Directors and distinguished alumni will lead this part of the program.

*The Parris Institute 1L Series* meets during the academic year. It is designed to help students develop the core skills that characterize the exceptional professional. This series is designed to help students carefully and thoughtfully consider matters of character, purpose, and self-awareness, and to invite them to develop habits of professional excellence that will serve them throughout their career journeys. To that end, it integrates professional identity formation exercises as well as the *Preceptor Program*, which will expose students to different legal professionals across practice areas. In addition, the students learn key principles about career development, participate in an interviewing program, attend law school conferences that have received national attention, and participate in Academic Advising Week. The Parris Institute Directors will meet with students individually to help students plan their remaining law school experience.

*The Academic Mastery Workshops* help students develop analytic, writing, and study skills that are key to law school academic success. These workshops help ensure that every entering law student has the opportunity to succeed. They are led by Associate Dean for Academic Success Selina Brandt.

**Institutional Learning Outcomes:** The mission of Pepperdine University is to strengthen students for lives of purpose, service and leadership. The values expressed in this mission are reflected in Pepperdine's commitment to several student Institutional Learning Outcomes: knowledge/scholarship, faith/heritage and community/global understanding. School of Law Program Learning Outcomes and course Student Learning Outcomes should advance the Pepperdine mission and the University Institutional Learning Outcomes.

**Program Learning Outcomes:**

1. Students will demonstrate knowledge and understanding of substantive law. (Cognitive Apprenticeship (CA-1)).
2. Students will demonstrate proficiency in legal analysis and critical reasoning. (Cognitive Apprenticeship (CA-2)).
3. Students will demonstrate proficiency in legal research and in written and oral communication. (Professional Lawyering Skills Apprenticeship (LS-1)).
4. Students will demonstrate professional lawyering skills. (Professional Lawyering Skills Apprenticeship (LS-2)).
5. Students will demonstrate knowledge and understanding of a lawyer's moral, ethical, and professional responsibilities. (Moral, Ethical, and Professional Identity Apprenticeship (ME-1)).
6. Students will demonstrate awareness of their responsibility to society, including providing pro bono services. (Moral, Ethical, and Professional Identity Apprenticeship (ME-2)).

**Student Learning Outcomes:**

At the end of the course, students will:

1. Understand the significance of case briefing in their class preparation and competently produce case briefs (CA 2) (*Academic Mastery Workshop*);
2. Understand the specific construct and purpose of law school multiple-choice exams (CA 2)(*Academic Mastery Workshop*);
3. Practice writing through exercises provided in orientation (CA 2, LS 1)(*Academic Mastery Workshop*);
4. Use oral communication skills by participating in classroom discussions and in small group discussions (LS 1);
5. Facilitate excellence in professional relationships by interfacing with practitioners about the actual practice of law, including non-traditional areas of practice (LS 2);
6. Demonstrate judgment, wisdom, discipline and legal decision making practices (LS 2);

7. Assess lawyers' professional obligations regarding ethics, civility, and serving the underserved in the community (ME 1);
8. Prepare for their formation as ethical, effective professionals (ME 1);
9. Assess the role of lawyers in our social, political and legal systems (ME 2);
10. Identify and assess issues of justice, morality and ethics in their practice, the law and the communities in which their work (LS 2, ME 2);
11. Relate toward their own sense of calling, vocation and practical interest in their future work by firmly establishing their professional identity (LS 2);
12. Appraise their role and performance as a professional and to engage with discipline and deliberation in self-criticism, lifelong learning, and growth (LS 2, ME 2);
13. Develop a written strategic plan for securing meaningful employment (LS 2);
14. Recognize the professional impact of physical, emotional, and spiritual health (ME 1, ME 2); and,
15. Be exceptional leaders distinguished by the desire to serve others (ME 2).

### **Formative and Summative Assessment:**

*Launch Week:* The student learning outcomes will be assessed by student online "journals" reflecting upon and developing their personal and professional development. Students will continue to use these journals throughout the Parris 1L Series and review with the Co-Directors at the end of the 1L Series. This "journal" will include a written strategic plan to secure meaningful employment (Student Learning Outcome #13).

*Parris 1L Series:* The student learning outcomes will be assessed as part of the School of Law's assessment cycle using both direct and indirect evidence. The systematic student survey described in the overall assessment plan & student "journals" will be used to collect indirect evidence. This will be followed up by focus groups with students to gain an understanding of the results and the impact of the program. The Institute will distribute a blank formative assessment rubric at the beginning of the course to get students' expectations for the course and practice. This assessment will also measure their prior professional identity formation by asking about their job history, experience with the legal profession, formation of professional skills through parenting, mentoring, and/or employment experience. The students will also continue the online "journal" begun in *Launch Week* in reflection on the topics addressed in the series and review it with the Co-Directors at the end of the 1L Series. At the end of the fall semester, students will complete the form to assess their own work and development in the course; these comments will be confidential between the student and directors. The students will be expected to complete a written strategic plan to secure meaningful employment. The Co-Directors will meet with each student at the beginning of the Spring Semester to discuss the student's self-assessment. At the end of the spring semester, the Co-Directors will complete the form as a summative assessment of the student's work and will discuss the form, online journal, and each student's progress and development with each student individually.

*Academic Mastery Workshops:* In the Academic Mastery Workshops, case briefs and writing samples will be collected to provide direct evidence. See attached schedule.

**Course Requirements:** This course will require students to participate fully in all orientation courses, 1L Parris Series (including meeting with their assigned Preceptor through the Preceptor Program), and Academic Mastery Workshops. Students will be required to prepare for classes by reading assigned materials and completing writing and other assignments as dictated by the faculty.

**Course Resources and Materials:** Individual assignments will be prepared by the faculty and will have a substantive area focus chosen by each participating faculty member. Students will be given assigned homework before each session in preparation for the next sessions.

**Attendance:** Mandatory at Launch Week, 1L Parris Series, and Academic Mastery Workshops.

**Laptop / Internet Usage:** Students are welcome to use laptop computer during class to take notes directly related to the course. Using a laptop computer (or any other device) during class for a purpose unrelated to the course is prohibited. Prohibited activity includes, but is not limited to, reading and sending e-mail, instant messaging, searching the Internet, playing video games, and watching movies. Because classroom computer usage is a privilege, not a right, engaging in prohibited activity may result in a student having in-class computer privileges suspended and/or in a student being dismissed from the class. All courses will be recorded by Information Services and available through the appropriate law school channels, unless otherwise stated. Students will not be permitted to record class in any manner.

**Disability Statement:** Any student with a documented disability (physical, learning, or psychological) needing academic accommodations should contact the Disability Services Office (Malibu Campus, Tyler Campus Center 264, 310.506.6500) as early in the semester as possible. All discussions will remain confidential. Please visit <http://www.pepperdine.edu/disabilityservices/> for additional information.

**Class and Assignment Schedule:** See attached Parris 1L Series schedule. See attached Academic Mastery Workshop schedule.

## INTRODUCTION TO PROFESSIONAL FORMATION LAW 644 SCHEDULE - 2019-2020

Date	Parris Institute	Description	Assignments
Fall Semester 2019			
Aug 12-16	<b>Launch Week</b>	<ul style="list-style-type: none"> <li>◆<b>Introduction to Law School &amp; the Profession</b></li> <li>◆<b>Introduction to Parris Institute</b></li> <li>◆<b>Service:</b> to others &amp; self; Title IX; diversity</li> <li>◆<b>Purpose:</b> finding your purpose in law</li> <li>◆<b>Leadership</b></li> <li>◆<b>Professional Reputation</b></li> </ul>	<input type="checkbox"/> Launch Week; Strengths Finders Assessment; Begin Excellence Planner
Aug/Sep/Oct	<b>Preceptor Program</b>	Your personal Law School mentor	<input type="checkbox"/> Meeting #1 - Face to Face <input type="checkbox"/> Meeting #2 - Electronic
August 23	<b>Workshop 1</b>	<ul style="list-style-type: none"> <li>◆<b>Pepperdine/Parris Values</b></li> <li>◆<b>Excellence Planner for Academic Year</b></li> <li>◆<b>Professional Communications</b></li> </ul>	<input type="checkbox"/> Turn in professional email; complete Strengths Finders
August 30	<b>Workshop 2</b>	◆ <b>Strengths Finders - Strengths in the Legal Profession</b>	<input type="checkbox"/> Optional reading - Overcoming challenges in the legal profession
September 6	<b>Workshop 3</b>	<ul style="list-style-type: none"> <li>◆<b>Overcoming Challenges in the Profession</b></li> <li>◆<b>Lunch Bonus Session - Mark Hiepler</b></li> </ul>	<input type="checkbox"/> Turn in Component 2
September 13	<b>Workshop 4</b>	◆ <b>Introduction to Career Development Office</b> - Career Development Office	
September 20	<b>Workshop 5</b>	◆ <b>Legal Resume Workshop</b> - Career Development Office	<input type="checkbox"/> Draft your resume to review with CDO Counselor
September 27	<b>Workshop 6</b>	<ul style="list-style-type: none"> <li>◆<b>Leadership</b></li> </ul> What it means to be a leader in the law: Featured Speakers & panels - School of Law Board of Advisors and Dean's Council	<input type="checkbox"/> Turn in Component 4
October 4	<b>No classes</b>	No classes - Faculty Conference Day	
October 11	<b>Workshop 7</b>	<ul style="list-style-type: none"> <li>◆<b>Practice Area Panel</b></li> </ul> Alumni panel of practicing attorneys - Career Development Office	<input type="checkbox"/> Draft your Cover Letter to review with CDO Counselor
October 18	<b>Workshop 8</b>	◆ <b>Cover Letter Workshop</b> - Career Development Office	
October 25	<b>Workshop 9</b>	◆ <b>Service</b> <b>Fall Semester Closing</b> - finals preparation	
October/November	<b>CDO Coaching Session</b>	Meet with CDO counselor	<input type="checkbox"/> CDO Coaching Session; turn in Excellence Planner

**Spring Semester 2020**

Jan/Feb/March	<b>Preceptor Program</b>	Personal mentor connections	<input type="checkbox"/> Meeting #3 - Face to Face <input type="checkbox"/> Meeting #4 - Electronic
January 10	<b>Workshop 10</b>	<b>Resiliency</b> Professional Life Habits (Wellness) & Receiving Grades - Mark Hiepler	
January 17	<b>Workshop 11</b>	<b>Relationship Networking Workshop</b> Building long-term trust relationships	<input type="checkbox"/> Complete Networking Map
January 31	<b>Workshop 12</b>	<b>Legal Interviewing</b> - Career Development Office	<input type="checkbox"/> Mock Interview Program
February 7	<b>Workshop 13</b>	<b>Closing: Strategic Plan for Law School and Career - Parris Planner</b>	<input type="checkbox"/> Schedule interview
January 25	<b>Trial Lawyer Conference</b>	Networking practice opportunity	<input type="checkbox"/> Attend Conference
February	<b>Road Map Interview</b>	Compile and print completed Excellence Planner (See Planner)	<input type="checkbox"/> Exit Interview
April	<b>Academic Advising Week</b>	<b>Attend academic advising week sessions</b>	<input type="checkbox"/> Planning Session