Proposal Date: 10/31/13

**University College**

**School of Professional Studies**

**Proposal to Make Multiple Revisions to a Course**

**(Action Item)**

Contact Person: Julie Shadoan, [julie.shadoan@wku.edu](mailto:julie.shadoan@wku.edu), (270) 780-2539

**1. Identification of course:**

* 1. Current course prefix (subject area) and number: PLS 293C
  2. Course title: Civil Procedure

**2. Revise course title:**

* 1. Current course title: Civil Procedure
  2. Proposed course title: N/A
  3. Proposed abbreviated title: N/A
  4. Rationale for revision of course title: N/A

**3. Revise course number:**

* 1. Current course number: PLS 293C
  2. Proposed course number: PLS 393C
  3. Rationale for revision of course number: The paralegal curriculum was reviewed and assessed as part of the development of the four-year degree option and the upcoming program review by the American Bar Association. The proposed course will be significantly revised to include a mandatory mock trial experience requiring peer and external student performance evaluation. This course number more accurately reflects course sequencing and is consistent with course numbering in ABA-approved programs.

**4. Revise course prerequisites/corequisites/special requirements:**

4.1 Current prerequisites: PLS 195C

4.2 Proposed prerequisites: PLS 250C

4.3 Rationale for revision of course prerequisites: The prerequisite must be revised to reflect new PLS course numbering.

4.4 Effect on completion of major/minor sequence: No effect is intended or anticipated.

**5. Revise course catalog listing:**

* 1. Current course catalog listing: The course is designed to follow the procedures of a civil lawsuit from the first client contact through discovery, settlement negotiations or trial, and appeal. Coursework will focus on the role and responsibilities of the paralegal in preparing court documents, investigation, client and witness contact, discovery, and trial assistantship. Federal and state rules governing the conduct of a civil lawsuit will be examined in detail.
  2. Proposed course catalog listing: Examination and application of federal and state rules of procedure governing a civil lawsuit from initial client contact through discovery, trial, and appeal. Coursework will focus on the role and responsibilities of the paralegal in preparing court documents, investigation, client and witness contact, discovery, trial preparation and post-trial proceedings. A mock trial will be conducted.
  3. Rationale for revision of course catalog listing: The paralegal curriculum was reviewed and assessed as part of the development of the four-year degree option and the upcoming program review by the American Bar Association. The proposed catalog listing more accurately reflects course content and objectives.

**6. Revise course credit hours:**

* 1. Current course credit hours: 3
  2. Proposed course credit hours: N/A
  3. Rationale for revision of course credit hours: N/A

**7.** **Revise grade type:**

7.1 Current grade type: Standard letter grade

7.2 Proposed grade type: N/A

7.3 Rationale for revision of grade type: N/A

**8. Proposed term for implementation:** Fall 2014

**9. Dates of prior committee approvals:**

|  |  |
| --- | --- |
| Department of Professional Studies | May 8, 2013 |
| University College Curriculum Committee | November 11, 2013 |
| Professional Education | N/A |
| General Education | N/A |
| Undergraduate Curriculum Committee |  |
| University Senate |  |