Mediation Clinic – Fall 2010
Course Introduction

TO: **Mediation Clinic Students**
FROM: **Jessica Kuchta-Miller**
RE: **Fall Semester, 2010**

Welcome to the Mediation Clinic! This project has a singular goal: get you into metro-area courthouses to mediate cases. The course is graded for three credits. There will be class every Wednesday from 4:00 - 5:50 p.m. and you will also be attending court 8 - 10 times during the semester on either Monday or Friday mornings from 8:30 a.m. - 12:30 p.m. in Ramsey County.

My Contact Information

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We will be going to court for mediations whenever they are available. In past semesters, most students have found it convenient to carpool together from campus to the courts. Please plan on arriving at your court venue at least 15 minutes prior to the court start time. During those weeks when mediations are not scheduled, you will only attend Wednesday's class from 4:00 - 5:50 p.m. On Wednesdays we will be meeting for training, simulations, seminar discussions, and debriefing mediations.

In addition to attending class sessions and mediating in court each week, you are required to:

- Journal about your experiences in court and as assigned throughout the semester based on class discussions and readings.
- Complete and deliver all court paperwork for each mediation session conducted.
- Draft a mediation simulation for use in future trainings based on one of your cases.

It is expected that you will work a total of approximately 130 hours over the course of the semester to complete these tasks, an estimate that *includes* the weekly class hours and prep for class.

During your initial appearances in court, you will observe and co-mediate with a Student Director or Dispute Resolution Center mediator. After we are satisfied that you are ready to work on your own, you will mediate cases individually (or in teams of two, depending on caseload demands), albeit, initially under observation. It is expected that soon you will be mediating on your own without supervision.

NOTE: No one will be permitted to work without supervision until you have demonstrated familiarity with: a). the Rule 114 Code of Ethics; b). the Agreement to Mediate and settlement forms used by the court in our program; and c). mediation confidentiality rules (familiarity will be demonstrated by passing a short multiple choice exam). All needed information will be covered during class sessions.

Our work in Ramsey County is by arrangement with the Dispute Resolution Center. The Dispute Resolution Center is a state-funded, community-based mediation organization that serves the east-metro area of the Twin Cities. Hamline students have been mediating with community organizations since the early 1990's.

Grading:

Your grade will be based on the following:
30% Simulation paper
50% Journal
10% Professionalism of conduct
10% Attendance

The simulation paper and final journal entry will be due on or before the last class session of the semester. The simulation paper should be no more than 5 pages in length. Your writing should be double spaced, 12 point Times New Roman typeface with one inch margins. Marks will be given for clear organization and correct spelling and punctuation.

SIMULATION PAPER: Drawing on your mediation experiences and readings during the semester you should create a simulation exercise that could be used in future classes. You should provide confidential information for the mediator and both parties (one page each). In addition, you should provide a commentary on the simulation which discusses the issues raised by the simulation, choices the mediator might face and outlines how you would aim to conduct the mediation.

JOURNAL: Similar to the simulation paper, journal entries should draw on your mediation experiences, class discussions and readings during the semester. Marks will be given for the thoughtfulness of your entries. Throughout the semester various topics pertinent to the stages of the mediation process will be assigned for purposes of reflection, thought and integration.

PROFESSIONALISM OF CONDUCT: Marks for professionalism of conduct will be awarded for your reliability, efficiency, punctuality and preparedness for, and conduct in, mediation sessions and in class. During class much time will spent in case rounds reviewing the mediated cases from the past week. You will be expected to be an active participant not only for your own case presentations but for the presentations of your classmates.

ATTENDANCE: Because the class is highly dependent upon the sharing of your experiences as a mediator, your attendance at class is required. Unexcused absences will be reflected in your overall course grade.

CLASSROOM COMPUTER USE POLICY

Use of computers in the classroom will be limited to notetaking during substantive lectures. Computers should not be used during case rounds due to confidentiality.