HAMLINE UNIVERSITY – SCHOOL OF LAW

LEGISLATION & LOBBYING PRACTICUM
Spring 2013

Mondays, 6:00-7:50 p.m.
Law School 301

Adjunct Professor:
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Office Hours: By appointment

I. COURSE DESCRIPTION

A government affairs career, as a form of non-adjudicative representation, is a rewarding non-traditional practice of law. Practitioners blend the traditional concepts of legal representation with the broader policy matters of legislative and administrative advocacy. During the course of this semester's classroom component, students will explore various aspects of legislative & administrative representation and the benefits lobbying can bring clients. The goal of the course is to expose students to many of the government affairs / non-adjudicative advocacy career opportunities available to them.

Real life practice experiences will be brought to the students through the guest speaker forum. At a minimum, students will learn the "who, what, where, when & why" of a lobbying practice. They will be exposed to the realities of lobbying and passing legislation including practical matters such as accessing services from the Revisor of Statutes office, expectation management, interaction with various players in the legislative arena, and how to best communicate to policy makers about various issues.

All practicums are limited to eight students and are graded pass/no pass. Each practicum includes a classroom component accounting for one credit hour plus a minimum of 114 hours of field work in the practicum area. Students are supervised by a full-time faculty member and the classroom component is taught by an adjunct professor experienced in the practicum area. Students are limited to one practicum and must be eligible for Supreme Court Certification for Student Practice.

II. Course Resources & Materials

a. Suggested Resources
   i. Minnesota State Legislature Website: www.leg.state.mn.us
      i. Become familiar with this website and its bill tracking capabilities.

   ii. Office of the Revisor of Statutes Website: www.revisor.leg.state.mn.us
      i. Bill drafting and rulemaking information can be found at this website.

   iii. Campaign Finance and Public Disclosure Board Website: www.cfboard.state.mn.us
      i. Lobbyist registration and ethical requirements information can be found at this website.

   iv. "The Green Book" – the Official Directory of the Minnesota Legislature – Eighty-sixth Session 2013-2014. You may also obtain the Green Book.
      i. Obtain this book sometime during the first month of the practicum. It is provided free by Senate and House Information Offices.

b. Suggested Reading

1. Legislative Law and Process (Nutshell Series) by Jack Davies (2007)

2. Legislation. Statutory Interpretation: 20 Questions by Kent Greenawalt (1999)

3. People & Politics: Eight Indisputable Facts About People and Politics by Carlton N. Owen (2002). www.edgestuff.com/lifelessons.html

III. REQUIREMENTS

a. Students will be evaluated on classroom participation, attendance and bill monitoring activities.

b. Students are expected to raise at least **one** question about the weekly topics of discussion. Students are also expected to ask **one** question of each of our guest speakers.

c. Students are expected to select a bill / bills to monitor during the semester – either as an independent selection based upon personal interest or as part of your placement. Bill monitoring does not require written documentation. Bill monitoring is an excellent was to become familiar with the committee and floor process at the Minnesota State Legislature.

IV. Attendance, Participation, and Class Preparation

a. Given the small size of the class and the limited number of classroom sessions, attendance is very important. Interaction with guest speakers and providing intellectually challenging questions requires your consistent attendance. Additionally, since there are limited methods for me to gauge your grasp of the legislative process and the intricacies of lobbying, it is critical for you to participate in class.

b. The law school's academic rules stipulate that students are required to attend class "regularly in a punctual and prepared manner." Accordingly, attendance is mandatory and no absences will be accepted…unless there is an unprecedented disaster beyond your control. It is your responsibility to inform me via e-mail immediately if such a situation should arise that would prevent you from attending.

c. Please note that attendance does not just include your physical presence; **attendance requires critical thinking, listening attentively, and constructive speaking.** To ensure that everyone will feel comfortable sharing their ideas, we will all listen and respond respectfully.

d. All students are expected to share with the entire class their weekly experiences and observations of the legislative process.

f. Students are expected to ask one question per class, preferably on point to the subject matter being presented by our guest speakers or me.

g. Class is scheduled to begin promptly at 6:00 p.m.; however, I understand that students may be coming to class from off campus and that an occasional late arrival will be overlooked. In addition, due to my regular work demands, I may be slightly tardy in my arrival. In the event that I am not in the room at 6:00 p.m., please do not leave until 6:15 p.m.

V. GRADING

a. Your final grade will be based on the following:

1. Classroom Participation: 90%

   Attendance & Analytical Question & Response:

2. Bill Tracking Activities 10%

   Independent or as part of your placement

VI. OFFICE HOURS

a. Please contact me via telephone or e-mail to discuss the practicum, your observations of the legislative process or needs you may have regarding your placement. I do not hold regular office hours, but am accessible most of the time and can arrange a meeting with your on fairly short notice.

VII. OTHER MATTERS

a. I will make every effort to reasonably accommodate all students who, because of religious and other obligations, have conflicts with required attendance.
   i. In order to receive the accommodation, you need to notify me at least two weeks in advance of the scheduled conflict.

VIII. TECHNOLOGY POLICY

Please refrain from using laptop computers & other electronic devices when we have guest speakers addressing the class.

Laptop computers & other electronic devices may be used in class to take notes, access course related materials or to aid in classroom activities. However, in no situation should laptops, PDAs, cell phones, etc. be used for other purposes, such as text messaging or e-mail.

In real life, the legislative process depends upon interpersonal relationships; communicating in person and eye-to-eye with other people is essential. Many people find it rude and disrespectful to use smartphones, laptops, or cell phones during your time with them. Practicing restraint in the classroom will prove to be a practical skill when meeting with clients and policy makers once you leave the academic setting.

IX. CLASS SCHEDULE – weeks may be re-arranged to accommodate guest speakers' schedules

WEEK ONE: Lobbying 101. Non-adjudicative representation – introduction to legislation, rulemaking & lobbying

WEEK TWO: The Ethical Lawyer – Lobbyist. The nature of legislative and administrative representation and ethical considerations

WEEK THREE:	Minnesota's legislative process – basics & beyond. Bill drafting, Senate & House Agendas, deadlines & conference committees
WEEK FOUR:	Corporate legislative counsel and government relations
WEEK FIVE:	Polling: Setting public policy and political agendas
WEEK SIX:	The Top 5. What to Love; What Not to Love; What I Wish I Knew Before I Did This
Week Seven:	End of Session Recap