Judge Steven D. Wheeler  
Phone: 651.266.8347  
Steven.Wheeler@courts.state.mn.us  
Call or email Judge Wheeler with any questions

**CLASS SCHEDULE**

There will be six classroom meetings for the District Court Externship. Classroom meetings are devoted to student discussion of issues relating to their experiences while working with their judge, and to discussion of various issues that relate to the work of a judge.

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<th>Date</th>
<th>Topic</th>
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<tr>
<td>June 2, 2009</td>
<td>Introduction</td>
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<tr>
<td>June 9, 2009</td>
<td>How to Draft an Order &amp; Judicial Canons (Ethics)</td>
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<td>June 16, 2009</td>
<td>Judicial Canons Con’t &amp; Good &amp; Bad Lawyering</td>
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<td>July 7, 2009</td>
<td>Good Lawyering &amp; Bad Lawyering &amp; Juries</td>
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<td>July 14, 2009</td>
<td>Judicial Decision-Making Settlement and Bias in Court</td>
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<td>July 21, 2009</td>
<td>Closing Discussion &amp; Final</td>
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**READINGS AND WRITTEN ASSIGNMENTS**

This is not a heavy reading course. However, every student must read the entire Code of Judicial Standards and Commentary, found in the Minnesota Rules of Court book or online through WestLaw. The Code will be the basis for at least 3 class discussion sessions. Students will report on and discuss various provisions in the Code. Other readings and assignments for this class may be distributed from time to time.

**E-MAIL PROTOCOL**

All messages are required to have a subject line which sorts easily, and is formatted as follows:

Hamline Judicial Externship - FURTHER SUBJECT INFO HERE (Journal for 2-20-09,Etc.)
All Journals should have your name. Do a cumulative journal and just update it on a regular basis (i.e. weekly). Submit journal to me once per month.

Please do not used some other variant of Hamline’s name – Hamline as the first word is the critical piece.

**COURSE OBJECTIVES**

Students have widely varying experiences in this externship. Judges have different approaches to working with interns. For example, some judges ask interns to do a great deal of research and writing; some judges prefer that interns do one or two writing assignments.
Each student should complete at least one written assignment for their judge. Regardless of which judge you are assigned to, you should expect to do the following:

1. Observe your judge in the courtroom and in chambers (and hopefully other judges) and other courthouse staff working on a variety of a cases; no more than 20 percent of your time should be spent doing administrative or office duties.
2. Discuss in class the different approaches judges take to different types of problems and situations.
3. Observe many different lawyers working in chambers and in open court.
4. Discuss in class various problems of judicial administration.
5. Analyze and critique, in class and in your journal, different styles of lawyering and judging.

**COURSE REQUIREMENTS**

There are three course requirements for the District Court Externship: Intern work, journaling, and participation in class discussion and assignments. All three must be completed satisfactorily in order to receive a passing grade for the course.

**INTERN WORK**

Each student will be assign judge, magistrate, or referee in the state of federal court system. During the semester, the student will work in the judge’s chambers and keep a record of the amount of time worked. Judges are not asked to grade student work, but work must be completed to the judges’ satisfaction. Each student should complete at least one written assignment for his or her judge, at least 10 pages in length. Turn the paper in to Vicki Jauert, Administrator for the Skills Program, along with a record of your hours. Hours must be turned in each week to Vicki Jauert, on the form provided.

**JOURNAL**

In addition to keeping track of time spent completing course requirements, students must also keep a journal or diary about their experience working for the judge. The journal should not simply be a narrative of your experiences. It should include observations you think are significant or interesting, and your own thoughts and reflections about those observations. Journals should be typed in Microsoft Word and e-mailed as an attachment to Judge Wheeler. Your journal is due once a month. The journal should be e-mailed as a cumulative journal, so that each time you send it, it will include all prior entries. Time spent writing journals may be counted toward fulfillment of the externship hours requirement.

**CLASS DISCUSSION & ASSIGNMENTS**

Students are expected to attend all classroom meetings; we only meet six times. **If you are absolutely unable to attend a classroom meeting, you must contact Judge Wheeler before the class and then turn in a typed, double-spaced, 5-page paper on the subject for that meeting. Time spent in class will not be counted toward fulfillment of the externship hour requirements.**