



MASTER OF ARTS IN HIGHER EDUCATION PROGRAM

LEGAL AND ETHICAL ISSUES IN HIGHER EDUCATION (HIED 516)
SPRING 2014, TERM 1

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Course Dates: January 12 – March 8, 2014
Phone: (717) 796-5392 (campus office)
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Faculty Availability

Office Hours: By appointment; phone calls returned when convenient

On-line: Feel free to call or contact me when you have questions, comments, or need clarification. I will do my best to answer your contact as quickly as possible.

A Few Words About your Professor: I am an attorney in private practice (www.thephippslawfirm.com) and the president of a consulting firm to higher education institutions (www.foundershalladvisory.com). I have been a college professor for 23 years, teaching business, law (media, first amendment, business law, human resources, and higher education law), ethics, and communications.

Course Description: This course examines the legal principles that guide the administration of higher education. It presumes no prior knowledge of law but seeks to give students a detailed framework for understanding both legal and ethical issues in higher education. The course will prepare practitioners to understand the legal environment in which colleges and universities function and will offer an overview of the specific areas of law that directly affect key groups (administrators, faculty, staff, and students) in postsecondary institutions. Students will study historical, contemporary, and emerging legal and ethical issues in higher education; special attention will be given to student protections (including due process), torts, institutional liabilities, and access (including Title IX).

Course Objectives:

At the conclusion of the course, students will be able to:

- Comprehend legal and ethical issues in higher education in order to comply with regulations and impact ongoing legal questions. (2d)
- Demonstrate knowledge of significant issues and trends in higher education, including understanding methods of identifying and evaluating contemporary developments. (3c)
- Be prepared to meet the ethical responsibilities associated with their roles as higher education professionals. (4a)
- Demonstrate integrative thinking about ethical and moral issues in higher education. (4b)
- Integrate good practices and wisdom of higher education specialty areas with a Christian perspective. (4c)

Textbook and Other Course Materials:

Required:

Kaplin and Lee, The Law of Higher Education, 4th ed. (Student Version) Jossey-Bass.

Additional readings, articles, and film clips will be available on-line for students enrolled in this course.

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Course Requirements:

Forum Discussions/Participation	25% of grade
Hearings	25% of grade
Quizzes (10 – Questions on the Readings)	25% of grade
Reflection Papers (2)	25% of grade

Course Requirement Summaries:**1. Forums 25% of grade**

Forums will be the integral piece of class interaction, and therefore, a student will be expected to participate in class online forum discussions both quantitatively and qualitatively. In other words, you are expected to participate frequently, and your participation is expected to be of the quality of a graduate student.

2. Grievance Hearing (Final) 25% of grade

We will be conducting on-line hearings (via available software) that will prove to be an exciting forum for individual students and teams of students to argue and debate relevant class issues.

3. Friday Quizzes (10) 25% of grade

There will be a mandatory quiz each Friday, used as an incentive and gauge as to the reading component of the course. The quiz will generally be some form of review of the readings required for that week. The quiz will be administered and graded and reported back to the student online.

4. Reflections Paper (2) 25% of grade

Students will be assigned topics for reflection and content integration twice during the semester. Specific content and writing requirements, subject matter, and technical guidance will be announced at the time of the actual assignment.

Academic Integrity

Personal integrity is a behavioral expectation for all members of the Messiah community: administration, faculty, staff, and students. Violations of academic integrity are not consistent with the community standards of Messiah College. These violations include:

Plagiarism. Submitting as one's own work part or all of any assignment (oral or written) which is copied, paraphrased, or purchased from another source, including on-line sources, without the proper acknowledgment of that source. Examples: failing to cite a reference, failing to use quotation marks where appropriate, misrepresenting another's work as your own, etc.

Cheating. Attempting to use or using unauthorized material or study aids for personal assistance in examinations or other academic work. Examples: using a cheat sheet, altering a graded exam, looking at a peer's exam, having someone else take the exam for you, communicating via email, IM, or text messaging during an exam; using the internet, sniffers, spyware or other software to retrieve information or other students' answers, purposely disconnecting from the internet to cause a lock on an online exam, etc.

Fabrication. Submitting altered or contrived information in any academic exercise. Examples: falsifying sources and/or data, etc.

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Misrepresentation of Academic Records. Tampering with any portion of a student's record. Example: forging a signature on a registration form or change of grade form on paper or via electronic means.

Facilitating Academic Dishonesty. Helping another individual violate this policy. Examples: working together on an assignment where collaboration is not allowed, doing work for another student, allowing one's own work to be copied.

Computer Offenses. Altering or damaging computer programs without permission. Examples: software piracy, constructing viruses, introducing viruses into a system, copying copyrighted programs, etc.

Unfair Advantage. Attempting to gain advantage over fellow students in an academic exercise. Examples: lying about the need for an extension on a paper, destroying or removing library materials, having someone else participate in your place, etc.

Penalties for Violations of the Academic Integrity Policy: A faculty member may exercise broad discretion when responding to violations of the Academic Integrity Policy. The range of responses may include failure of the course to a grade reduction of the given assignment. The typical consequence for violations will be failure of the assignment. Some examples of serious offenses which might necessitate the penalty of the failure of the course include cheating on an examination, plagiarism of a complete assignment, etc.

The academic integrity policy in its entirety can be found in the student handbook and should be reviewed by every student, as the primary responsibility for knowledge of and compliance with this policy rests with the student.

Americans with Disabilities Act

Any student whose disability falls within ADA guidelines should inform the instructor at the beginning of the semester of any special accommodations or equipment needs necessary to complete the requirements for this course. Students must register documentation with the Office of Disability Services. Contact DisabilityServices@messiah.edu, (717) 796-5382.

Library and Librarian Assistance

The Library is an obvious source of information for research, presentations and projects. Currently, Elizabeth (Liz) Kelley is the specific library liaison assigned to the social sciences disciplines. Although any librarian is trained and prepared to assist you, Liz works specifically with the social sciences and is most familiar with the resources and databases that relate to this field. Do not hesitate to contact her if you are having trouble locating specific sources for your assignments, as she is more than willing to help you. For her specific work schedule, contact her directly at EKielley@messiah.edu or by calling ext. (717) 796-1800, ext. 3850.

Minimum Hardware and Software Requirements

- Internet Connection: High speed or Broadband required; Satellite Broadband not recommended due to conflicts with synchronous software; Air cards may not be used
- Browser:
 - Mozilla Firefox 3.0 or higher (required)
- Operating System Version:
 - Windows® XP (recommended), or
 - Windows® Vista, or
 - Windows® 7, or

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- MAC OS 10.4 or higher
- Processor (CPU):
 - Desktop Processor (CPU): Pentium 4 at 3.0 GHz or faster or
 - Laptop Processor (CPU): Centrino (or Centrino Duo) 1.5 GHz or faster
- Memory (RAM):
 - Windows® XP: 512 MB or more; or
 - Windows® Vista: 1024 MB or more; or
 - MAC OS: 1024 MB or more
- Hard Disk Space: 40 GB or more of free space
- CD-ROM CD-RW drive (DVD or combo drive helpful)
- Any Office Suite:
 - MS Office 2007 or newer, or
 - OpenOffice 3.1, or
 - Google Docs
- Webcam and headset (no speakers)

Minimum Computer Skills Requirements

Students must possess basic computer skills and have regular access to a computer with the Minimum System Requirements in order to participate fully. Specifically, students who enroll in an online course must have basic computer skills including:

- A working knowledge of word processing
- Navigate the internet using different search engines
- Email (Compose, Attach, Send, Read)
- Utilize Microsoft Office programs (Word & PowerPoint)
- Copy and Paste

Computer Support:

For your convenience, while you are taking an online course, “real person” assistance will be available in “real time” if a technological problem arises. Help is available 8:00 a.m. to 11:00 p.m., Eastern Standard Time, seven days a week, by the College’s Information and Technology Services staff.

Weekdays – 8:00 am to 5:00 pm Mon. to Fri.

- Via instant messaging (IM) @ SCS5901
- By phone at (717) 796-1800, ext 5901
- Or via email at bthomps@messiah.edu or ResNet@Messiah.edu

Evenings and Weekends – 5 pm to 11 pm Mon. to Fri. and 8 am to 11 pm Sat. and Sun.

- By phone at (717) 796-1800, ext 3333

You will also have access to technical support (i.e. tutorials, help functions, etc.) through the College's portal, MCSquare, and also through the College's Learning Management System, SAKAI.

Statement of Copyright Protection

The materials on this course web site are only for the use of students enrolled in this course for purposes associated with this course and may not be retained or further disseminated.

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Statement of Confidentiality

Students in Online Courses will be asked to post written work and to engage in written dialog with other class members. The student should be aware that although confidentiality within the course environment is encouraged, it is possible that users in and outside the course may have access to course content.

Recommended Weekly Flow for this Course:

- **Monday** Instructions/Comments for Week, Reading Materials Assigned
- **Tuesday** Case Study/ Q&A from Professor to Students/Forum Reflection Topics
- **Wednesday** Forum Reflection
- **Thursday** Forum Reflection
- **Friday** Quiz on Reading Materials
- **Weekends** Read/Reflection Papers/Mock Hearing Prep

Course Schedule:

Week	Subject	Hours	
		IT	N-IT
1	The College in the American System Overview of Higher Education Law January 12 – 18, 2014		
	Read Chapter 1 -2	2.5	.5
	Assigned Readings	1.0	.5
	On-line review (optional)	(1.0)	(.5)
	Quiz - Friday Jan. 17 (6am – 8pm)	.5	
	Forum Discussion	2.0	.5
2	The College and it's Governing Board and Staff The College Authority and Liability January 19 – 25, 2014		
	Read Chapter 3	1.5	.5
	Assigned Readings	1.5	.5
	Quiz– Friday, Jan. 24 (6am – 8pm)	.5	
	Forum Discussion	2.0	.5
	Reflection Paper #1 Assigned	2.0	2.0
3	The College and It's Employees January 26 – February 1, 2014		
	Read Chapter 4	1.5	.5
	Assigned Readings	1.0	.5
	On-line review (optional)	(1.0)	(.5)
	Quiz – Friday, Jan. 31 (6am – 8pm)	.5	
	Forum Discussion	2.0	.5
	Reflection Paper	2.0	2.0

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4	The College and It's Faculty February 2 – 8, 2014		
	Read Chapter 5,6	2.5	.5
	Assigned Readings	1.0	.5
	Quiz – Friday Feb. 7 (6am – 8pm)	.5	
	Forum Discussion	2.0	.5
	Reflection Paper #1 Due Saturday Feb. 8 by 5:00pm		
5	The College and It's Students February 9 – 15, 2014		
	Read Chapter 7	1.5	.5
	Assigned Readings	1.0	.5
	Quiz – Friday, Feb. 14 (6am – 8pm)	.5	
	Forum Discussion	2.0	.5
	Reflection Paper #2 Assigned	2.0	2.0
6	Rights and Regulations of Individual Students February 16 – 22, 2014		
	Read Chapter 8	1.5	.5
	Assigned Readings	1.0	.5
	Quiz – Friday, Feb. 21 (6am – 8pm)	.5	
	Forum Discussion	2.0	.5
	Reflection Paper	2.0	2.0
7	Rights and Regulations of Student Organizations and Members February 23 – March 1, 2014		
	Read Chapter 9	1.5	.5
	Assigned Readings	1.0	.5
	Quiz – Friday, Feb. 28 (6am – 8pm)	.5	
	Forum Discussion	2.0	.5
	Reflection Paper #2 Due Saturday, March 1 by 5:00pm		
	Final Hearing Assigned	2.0	3.0
8	College and the Outside World March 2 – 8, 2014		
	Read Chapter 10	1.5	.5
	Final Hearing – Tuesday, March 5 (Ash Wednesday)	4.0	4.0