

LAW R121: FAMILY LAW

Originator

ehess

College

Oxnard College

Attach Support Documentation (as needed)

PLS Advisory Committee Minutes - 10-6-21.pdf

Discipline (CB01A)

LAW - Paralegal Studies

Course Number (CB01B)

R121

Course Title (CB02)

Family Law

Banner/Short Title

Family Law

Credit Type

Credit

Start Term

Fall 2022

Formerly

PLS R107 - Family Law

Catalog Course Description

This course examines the law governing the definition of family and the rights and duties of family members to each other. It concentrates on marriage and dissolution, domestic violence, family law orders, paternity, pre-marital, post-marital, cohabitation agreements, spousal, child support and child custody, and adoptions.

Taxonomy of Programs (TOP) Code (CB03)

1402.00 - *Paralegal

Course Credit Status (CB04)

D (Credit - Degree Applicable)

Course Transfer Status (CB05) (select one only)

B (Transferable to CSU only)

Course Basic Skills Status (CB08)

N - The Course is Not a Basic Skills Course

SAM Priority Code (CB09)

C - Clearly Occupational

Course Cooperative Work Experience Education Status (CB10)

N - Is Not Part of a Cooperative Work Experience Education Program

Course Classification Status (CB11)

Y - Credit Course

Educational Assistance Class Instruction (Approved Special Class) (CB13)

N - The Course is Not an Approved Special Class

Course Prior to Transfer Level (CB21)

Y - Not Applicable

Course Noncredit Category (CB22)

Y - Credit Course

Funding Agency Category (CB23)

Y - Not Applicable (Funding Not Used)

Course Program Status (CB24)

1 - Program Applicable

General Education Status (CB25)

Y - Not Applicable

Support Course Status (CB26)

N - Course is not a support course

Field trips

May be required

Grading method

(L) Letter Graded

Does this course require an instructional materials fee?

No

Repeatable for Credit

No

Is this course part of a family?

No

Units and Hours

Carnegie Unit Override

No

In-Class

Lecture

Minimum Contact/In-Class Lecture Hours

52.5

Maximum Contact/In-Class Lecture Hours

52.5

Activity

Laboratory

Total in-Class

Total in-Class

Total Minimum Contact/In-Class Hours

52.5

Total Maximum Contact/In-Class Hours

52.5

Outside-of-Class

Internship/Cooperative Work Experience

Paid

Unpaid

Total Outside-of-Class

Total Outside-of-Class

Minimum Outside-of-Class Hours

105

Maximum Outside-of-Class Hours

105

Total Student Learning

Total Student Learning

Total Minimum Student Learning Hours

157.5

Total Maximum Student Learning Hours

157.5

Minimum Units (CB07)

3

Maximum Units (CB06)

3

Prerequisites

LAW R104

Advisories on Recommended Preparation

LAW R102

Entrance Skills

Entrance Skills

Utilize computer programs to calculate support, prepare court documents, and interact with a client and the court in an online environment.

Prerequisite Course Objectives

LAW R102-Apply the formula to determine child and/or spousal support.

LAW R102-Program a simple billing system and timekeeping records using software commonly used in law offices.

LAW R102-Become proficient in word processing for specific functions needed in a law office.

LAW R102-Become proficient in utilizing discovery software commonly used in law offices.

LAW R102-Become proficient in utilizing timeline creation software commonly used in law offices.

LAW R102-Become proficient in utilizing court presentation software commonly used in law offices.

LAW R102-Assess the capabilities of various legal software programs.

Entrance Skills

Analysis of legal resources.

Prerequisite Course Objectives

LAW R104-Demonstrate the use of legal encyclopedia in researching legal issues

LAW R104-Locate and utilize statutes and statutes annotated

LAW R104-Cite cases and other legal publications as set forth in the legal citation manuals which may include the Indigo Book, Blue Book, White Book, ALWD, and other commonly accepted legal style manuals.

LAW R104-Locate points and authorities in digests and have general understanding of the use of the digest system

LAW R104-Utilize the Shepard's Citator to determine if a specific case has been subsequently cited, revised or distinguished

LAW R104-Locate local ordinances

LAW R104-Summarize facts of a lengthy legal opinion
LAW R104-Research and write basic case briefs, legal office memorandums, and associated legal support tasks.

Entrance Skills

Ability to spot and articulate legal issues.

Prerequisite Course Objectives

LAW R104-Demonstrate the use of legal encyclopedia in researching legal issues
LAW R104-Locate and utilize statutes and statutes annotated
LAW R104-Cite cases and other legal publications as set forth in the legal citation manuals which may include the Indigo Book, Blue Book, White Book, ALWD, and other commonly accepted legal style manuals.
LAW R104-Locate points and authorities in digests and have general understanding of the use of the digest system
LAW R104-Utilize the Shepard's Citator to determine if a specific case has been subsequently cited, revised or distinguished
LAW R104-Locate local ordinances
LAW R104-Summarize facts of a lengthy legal opinion
LAW R104-Research and write basic case briefs, legal office memorandums, and associated legal support tasks.

Entrance Skills

Ability to locate necessary resources to dispose of legal issues.

Prerequisite Course Objectives

LAW R104-Demonstrate the use of legal encyclopedia in researching legal issues
LAW R104-Locate and utilize statutes and statutes annotated
LAW R104-Cite cases and other legal publications as set forth in the legal citation manuals which may include the Indigo Book, Blue Book, White Book, ALWD, and other commonly accepted legal style manuals.
LAW R104-Locate points and authorities in digests and have general understanding of the use of the digest system
LAW R104-Utilize the Shepard's Citator to determine if a specific case has been subsequently cited, revised or distinguished
LAW R104-Locate local ordinances

Entrance Skills

Assessment of legal issues by incorporating information from performed legal research.

Prerequisite Course Objectives

LAW R104-Demonstrate the use of legal encyclopedia in researching legal issues
LAW R104-Locate and utilize statutes and statutes annotated
LAW R104-Cite cases and other legal publications as set forth in the legal citation manuals which may include the Indigo Book, Blue Book, White Book, ALWD, and other commonly accepted legal style manuals.
LAW R104-Locate points and authorities in digests and have general understanding of the use of the digest system
LAW R104-Utilize the Shepard's Citator to determine if a specific case has been subsequently cited, revised or distinguished
LAW R104-Locate local ordinances
LAW R104-Summarize facts of a lengthy legal opinion
LAW R104-Research and write basic case briefs, legal office memorandums, and associated legal support tasks.

Entrance Skills

Ability to identify and locate legal resources in traditional and online libraries.

Prerequisite Course Objectives

LAW R104-Demonstrate the use of legal encyclopedia in researching legal issues
LAW R104-Locate and utilize statutes and statutes annotated
LAW R104-Cite cases and other legal publications as set forth in the legal citation manuals which may include the Indigo Book, Blue Book, White Book, ALWD, and other commonly accepted legal style manuals.
LAW R104-Locate points and authorities in digests and have general understanding of the use of the digest system
LAW R104-Utilize the Shepard's Citator to determine if a specific case has been subsequently cited, revised or distinguished
LAW R104-Locate local ordinances

Requisite Justification

Requisite Type

Advisory

Requisite

LAW R102

Requisite Description

Other (specify)

Specify Other Requisite Description

Knowledge that would enhance the student's aptitude in a specific area of practice highlighted throughout the course and enable more positive student outcomes.

Level of Scrutiny/Justification

Closely related lecture/laboratory course

Requisite Type

Prerequisite

Requisite

LAW R104

Requisite Description

Course in a sequence

Level of Scrutiny/Justification

Required communication/computation skill

Student Learning Outcomes (CSLOs)**Upon satisfactory completion of the course, students will be able to:**

- | | |
|---|---|
| 1 | Prepare the Judicial Council forms for a petition for divorce with minor children and property issues under California law. |
| 2 | Complete a preliminary declaration of disclosure in a divorce case, including the preparation of a schedule of assets and debts and an income and expense declaration |

Course Objectives**Upon satisfactory completion of the course, students will be able to:**

- | | |
|----|---|
| 1 | Identify family law resource guides and explain how their practical application impacts on a law office. |
| 2 | Demonstrate the ability to design and conduct an initial client interview. |
| 3 | Explain the differences between an annulment, divorce, separation, modification, or adoption. |
| 4 | Articulate the local rules of court and the California Rules of Court as they pertain to various family law matters including alimony and property division, custody, dissolution and modification of divorce decree. |
| 5 | Draft a standard legal pleading in a divorce action such as a child support guideline affidavit. |
| 6 | Draft a standard legal pleading in a divorce action such as a divorce complaint and decree. |
| 7 | Draft a standard legal pleading in a divorce action such as a property settlement order or agreement. |
| 8 | Demonstrate an understanding of the Proof of Service requirements and deadlines and different methods of service. |
| 9 | Demonstrate a basic understanding of the Department of Child Support Services and its role in the Family Courts. |
| 10 | Demonstrate a basic understanding of Recommending versus non-recommending mediation and which counties have which method. |
| 11 | Demonstrate a basic understanding of different methods of Discovery used in Family Law cases. |
| 12 | Draft an Income Withholding Order for Support and a Writ of Execution to enforce Judgments. |
| 13 | Demonstrate the ability to know what to input into a Dissomaster calculation in order to determine what support should be based on the Guideline for a given county. |
| 14 | Demonstrate the ability to know which forms are needed based on the needs of a particular client. |
| 15 | Demonstrate the ability to draft a client declaration and an Attorney Fees Declaration and what is required for both. |

- 16 Demonstrate the ability to know how to draft a Motion to Determine Arrears and which forms are needed to support that motion.

Course Content

Lecture/Course Content

1. Introduction to Family Law
 - a. The Family Law Environment
 - b. The Initial Client Interview and Appointment
 - c. Jurisdiction
 - i. In Rem (Personal) Jurisdiction
 - ii. Residence and Domicile
 - iii. Subject Matter Jurisdiction
 - iv. Venue
 - d. Definition of Marriage
2. Commencing the Dissolution Process
 - a. Petition, Summons and Service Of Process
 - b. Overview of Domestic Violence Issues
 - c. Child Custody and Visitation
 - d. Community, Quasi-Community and Separate Property Definitions
3. Continuing the Dissolution Process
 - a. Challenging Court Jurisdiction
 - b. Filing and Responding To Motions
 - c. Defaults
 - d. Consolidation of Cases
 - e. Child Support Issues and Calculations
 - f. Obtaining Court Orders
 - i. Orders to Show Cause
 - ii. Temporary Restraining Orders – Domestic Violence
 - iii. Ex-Parte Hearings and Issues
 - iv. Child Custody and Visitation
 - v. Mediation
 - vi. The Best Interests of the Child
 - vii. Spousal Support
 - viii. Attorney's Fees
 - ix. Property Orders
 - g. Dissolution Hearings, Discovery and Disclosure
 - h. Orders, Spousal Support and Default
 - i. Division of Property
 - j. Judgments and Resolutions
 - k. Agreements and Finalization of the Dissolution
 - l. Post Judgment Enforcement, Modifications, and Other Considerations
4. Guardianships
5. Conservatorships
6. Emancipation
7. Paternity/Child Custody and Support Orders
8. Non-Marital Relationships
9. Adoptions
 - a. Third Party Adoptions
 - b. Agency Adoptions
 - c. Independent Adoption
 - d. Stepparent Adoption
 - e. Considerations When Adopting
 - f. Adult Adoption

Laboratory or Activity Content

None.

Methods of Evaluation**Which of these methods will students use to demonstrate proficiency in the subject matter of this course? (Check all that apply):**

Written expression
 Problem solving exercises

Methods of Evaluation may include, but are not limited to, the following typical classroom assessment techniques/required assignments (check as many as are deemed appropriate):

Essay exams
 Group projects
 Individual projects
 Objective exams
 Problem-solving exams
 Quizzes
 Reports/papers
 Research papers
 Essays

Instructional Methodology**Specify the methods of instruction that may be employed in this course**

Audio-visual presentations
 Case studies
 Class activities
 Class discussions
 Collaborative group work
 Demonstrations
 Distance Education
 Group discussions
 Instructor-guided interpretation and analysis
 Internet research
 Lecture
 Problem-solving examples
 Readings
 Role-playing
 Small group activities

Describe specific examples of the methods the instructor will use:

The instructor will utilize the following instructional methods:

1. Directed analysis of case law and statutes.
2. Group observations of and participation in the family law / dissolution of marriage process.
3. Lectures on the substance and application of individual family code sections and related topics.
4. The use of sample motions for the purpose of identification of civil procedure and family law practice and development of related practical skills.
5. Leading discussion on the use of the California Family Code from an ethical, practical, and legal perspective.
6. Simulations that engage students in practical skills related to client counseling, conferring with opposing counsel and the court, and processing a case from pre-filing through trial.

Typical graded assignments (methods of evaluation):

1. Over the semester students are evaluated with written tests that measure the student's knowledge in family law; and reading assignments on such topics but not limited to divorce, separation, annulment, adoption and emancipation petitions as well as others.
2. Students are evaluated in classroom discussions on their participation in the process of explaining and demonstrating knowledge of information from textbook reading assignments on such topics as divorce, separation, annulment, adoption and emancipation petitions as well as others.
3. Students are evaluated on chapter assignments e.g., requiring students to draft petitions for divorce, separation, annulment, adoption and emancipation as well as others.

Representative Course Assignments

Writing Assignments

1. Written analysis of cases and contracts will be required.

Critical Thinking Assignments

Students will be tested on their ability to take the legal concepts learned in the course and apply them to a given scenario and identify all legal issues presented in the scenario and successfully analyze the legal outcome of the case.

Reading Assignments

1. Students are required to read and study the information on adoptions, child and spousal support, etc.
2. Students are required to read and study material or authorities obtained through research at a law library, online, or with other computer resources.

Outside Assignments

Representative Outside Assignments

Typical outside of classroom assignments:

1. Reading
 - a. Students are required to study the information on legal research.
 - b. Students are required to study material or authorities with research at a law library, online or with other computer resources.
2. Writing
 - a. Students are required to draft and prepare a number of documents using their research. These writings may include, but are not limited to case briefings and introduction to pleadings, complaints, discovery, and other legal documents.

District General Education**A. Natural Sciences****B. Social and Behavioral Sciences****C. Humanities****D. Language and Rationality****E. Health and Physical Education/Kinesiology****F. Ethnic Studies/Gender Studies****CSU GE-Breadth****Area A: English Language Communication and Critical Thinking****Area B: Scientific Inquiry and Quantitative Reasoning****Area C: Arts and Humanities****Area D: Social Sciences****Area E: Lifelong Learning and Self-Development****Area F: Ethnic Studies****CSU Graduation Requirement in U.S. History, Constitution and American Ideals:****IGETC****Area 1: English Communication****Area 2A: Mathematical Concepts & Quantitative Reasoning****Area 3: Arts and Humanities****Area 4: Social and Behavioral Sciences****Area 5: Physical and Biological Sciences****Area 6: Languages Other than English (LOTE)****Textbooks and Lab Manuals****Resource Type**

Textbook

DescriptionNoyes, Diana, *The California Family Law Paralegal*, Durham, N.C., Carolina Academic Press, 2020 (Fourth or latest edition).

ISBN978-1-5310-1819-1

e-ISBN978-1-5310-1820-7

Distance Education Addendum

Definitions

Distance Education Modalities

Hybrid (1%–50% online)
Hybrid (51%–99% online)
100% online

Faculty Certifications

Faculty assigned to teach Hybrid or Fully Online sections of this course will receive training in how to satisfy the Federal and state regulations governing regular effective/substantive contact for distance education. The training will include common elements in the district-supported learning management system (LMS), online teaching methods, regular effective/substantive contact, and best practices.

Yes

Faculty assigned to teach Hybrid or Fully Online sections of this course will meet with the EAC Alternate Media Specialist to ensure that the course content meets the required Federal and state accessibility standards for access by students with disabilities. Common areas for discussion include accessibility of PDF files, images, captioning of videos, Power Point presentations, math and scientific notation, and ensuring the use of style mark-up in Word documents.

Yes

Regular Effective/Substantive Contact

Hybrid (1%–50% online) Modality:

Method of Instruction	Document typical activities or assignments for each method of instruction
Video Conferencing	Video conferencing will involve professor lecture, professor demonstrations, class discussions/student questions, and case study analysis by students (either as a class or in groups) with follow-up discussions.
Telephone	The telephone media of communication will be used between the professor and students needing additional help on either a scheduled or unscheduled basis.
Synchronous Dialog (e.g., online chat)	The students will be involved in synchronous dialogue during webinar presentations by the professor in which they use the chat feature of the webinar to discuss issues brought up in the professor's lecture and ask questions of the professor and other students.
Other DE (e.g., recorded lectures)	Prerecorded lectures on the learning for a given week will be made and placed in the modules to be replayed by the students for additional assistance in learning the concepts involved for a given week.
Face to Face (by student request; cannot be required)	This media of communication will be used between the professor and students needing additional help by meeting at a specific location during normal office hours.
E-mail	The professor will be involved in email communication with students needing additional help via this communication media.
Asynchronous Dialog (e.g., discussion board)	Students will be involved in a online discussion forum where they will exchange ideas and viewpoints regarding the learning concepts involved for a given week and share their thoughts and viewpoints with the class.

Hybrid (51%–99% online) Modality:

Method of Instruction	Document typical activities or assignments for each method of instruction
Video Conferencing	Video conferencing will involve professor lecture, professor demonstrations, class discussions/student questions, and case study analysis by students (either as a class or in groups) with follow-up discussions.
Telephone	The telephone media of communication will be used between the professor and students needing additional help on either a scheduled or unscheduled basis.

Synchronous Dialog (e.g., online chat)	The students will be involved in synchronous dialogue during webinar presentations by the professor in which they use the chat feature of the webinar to discuss issues brought up in the professor's lecture and ask questions of the professor and other students.
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E-mail	The professor will be involved in email communication with students needing additional help via this communication media.
Asynchronous Dialog (e.g., discussion board)	Students will be involved in a online discussion forum where they will exchange ideas and viewpoints regarding the learning concepts involved for a given week and share their thoughts and viewpoints with the class.

100% online Modality:

Method of Instruction	Document typical activities or assignments for each method of instruction
Video Conferencing	Video conferencing will involve professor lecture, professor demonstrations, class discussions/student questions, and case study analysis by students (either as a class or in groups) with follow-up discussions.
Telephone	The telephone media of communication will be used between the professor and students needing additional help on either a scheduled or unscheduled basis.
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Asynchronous Dialog (e.g., discussion board)	Students will be involved in a online discussion forum where they will exchange ideas and viewpoints regarding the learning concepts involved for a given week and share their thoughts and viewpoints with the class.

Examinations**Hybrid (1%–50% online) Modality**

On campus
Online

Hybrid (51%–99% online) Modality

On campus
Online

Primary Minimum Qualification

LEGAL ASSISTING

Additional Minimum Qualifications**Minimum Qualifications**

Law

Review and Approval Dates

Department Chair

10/18/2021

Dean

10/19/2021

Technical Review

MM/DD/YYYY

Curriculum Committee

10/27/2021

DTRW-I

MM/DD/YYYY

Curriculum Committee

11/10/2021

Board

MM/DD/YYYY

CCCCO

11/29/2021

Control Number

CCC000552357

DOE/accreditation approval date

MM/DD/YYYY