



COLLEGE OF EDUCATION AND HUMAN SERVICES
DEPARTMENT OF COUNSELING
Ethical and Legal Issues in Student Affairs COUN 590.01W – 81777
COURSE SYLLABUS
FALL 2026
August 25, 2026, to October 17, 2026

INSTRUCTOR INFORMATION

Instructor: C. Oneal Hill, Ed.D., M.S., LPC, NCC (Dr. Curtis)
Office Location: Virtual
Office Hours: By Appointment Only
Office Department of Counseling: 903-886-5637 FAX: 903-886-5594
University Email Address: Curtis.Hill@etamuc.edu
Preferred Form of Communication: Email, then text, then phone (text before calling)
Communication Response Time: Typically, 24 hours, except weekends.
Course Location and Meeting Time: This course is taught virtually and asynchronously.

COURSE DESCRIPTION

Catalogue Description of the Course

Legal Issues in College Student Affairs. Three semester hours (3 SCH). Provides information about the legal issues common to college student affairs administrators. Includes student-university relationships, risk management techniques, civil rights, contracts and federal regulations.

General Course Information

Legal Issues in College Student Affairs is a piece of the master's degree program in the Department of Counseling. Although the structure of the course will be commonly encountered in graduate studies, the teaching philosophy of the instructor is invitational. The pursuit of a degree in counseling means different things to different people. In the opinion of the instructor, even those who do not intend to work specifically with students in legal issues, it is still important to be aware. As a graduate of a CACREP accredited program, the professional community and the public will expect you to have basic knowledge of legal issues pertaining to this field.

COURSE INFORMATION

Materials – Textbooks, Readings, Supplementary Readings

Textbook Recommend: Kaplin, W.A. & Lee, B.A. A legal guide for student affairs professionals: Adapted from the Law of Higher Education. San Francisco: Jossey-Bass. (PDF Version available in D2L); Case Briefs will be provided as links from Google Scholar.

COURSE REQUIREMENTS

Minimal Technical Skills Needed

In this class, you will utilize the Learning Management System (LMS) entitled D2L for portions of instructional and learning methods, submitting assignments, participating in online discussions, and completing quizzes. You will need to utilize other technologies such as Microsoft Word, PowerPoint, etc. If you have issues with this system, it is your responsibility to contact the help desk immediately.

Instructional Methods

All work will be done through lecture in D2L online platform.

Student Responsibilities or Tips for Success in the Course

As a student in this course, you are responsible for the active learning process. Expectations of this course include the following:

1. You are expected to always display professionalism. Be respectful of your professor and peers. Be open to feedback, as you will receive this throughout the program.
2. Prepare for classes. Complete all readings prior to class time.
3. Complete all assignments by the deadline.
4. Adhere to the university student code of conduct.
5. Participate.
6. All writing assignments must be done according to APA 7th edition.
7. Regularly check your university email. My suggestion is to check this at least once a day as your instructors and others from the department and University may contact you.
8. Begin your readings as soon as possible. Sometimes it may take more than one attempt to digest the material.
9. Deadlines are the last possible moment something is due—not the first moment to start. Work ahead. I realize this may not always be possible; however, when you can, do so.
10. Be open to the process. This degree takes time, work, effort, and growth.

EVALUATION/GRADING

Final grades in this course will be based on the following scale:

90% - 100% = A; 80% - 89% = B; 70% - 79% = C; 60% and below = F

Case Briefs (25 points each) = 100 Points Total

Research Paper (50 points)

Weekly Quizzes (10 points each) = 50 Points Total

Final Opportunity to Excel (100 points)

Late assignments may have 10% deduction per day late from the final score.



TECHNOLOGY REQUIREMENTS LMS

All course sections offered by East Texas A&M University have a corresponding course shell in the myLeo Online Learning Management System (LMS). Below are technical requirements LMS Requirements:

<https://community.brightspace.com/s/article/Brightspace-Platform-Requirements>

LMS Browser Support:

https://documentation.brightspace.com/EN/brightspace/requirements/all/browser_support.htm

YouSeeU Virtual Classroom Requirements:

<https://support.youseeu.com/hc/en-us/articles/115007031107-Basic-System-Requirements>

ACCESS AND NAVIGATION

You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or helpdesk@etamuc.edu.

Note: Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, a ETAMU campus open computer lab, etc.

COMMUNICATION AND SUPPORT

If you have any questions or are having difficulties with the course material, please contact your instructor.

Technical Support

If you are having technical difficulty with any part of Brightspace, please contact Brightspace Technical Support at 1-877-325-7778. Other support options can be found here:

<https://community.brightspace.com/support/s/contactsupport>

Interaction with Instructor Statement

Communication with your professors is key to your professional growth. I am here to support and guide you along your academic journey. With that being said, I cannot help you if you do not communicate with me. Please make an appointment if you have any concerns or questions. Email is the best way to reach me. I will attempt to answer all emails within 24 hours, Monday-



Friday, but at times will need up to 48 hours to do so. When emailing, please use your university email and address me with courtesy and respect.

COURSE AND UNIVERSITY PROCEDURES/POLICIES

Course Specific Procedures/Policies

Written assignments are due on the day noted in the syllabus. Late papers will have 10% deduction per day late from the final score.

Syllabus Change Policy

The syllabus is an informational document that serves as a guide for this course. Circumstances and events, such as student progress, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance.

University Specific Procedures

Student Conduct

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. The Code of Student Conduct is described in detail in the [Student Guidebook](#).

<http://www.tamuc.edu/Admissions/oneStopShop/undergraduateAdmissions/studentGuidebook.aspx>

Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum Netiquette:

<http://www.albion.com/netiquette/corerules.html>

ETAMU Attendance

For more information about the attendance policy please visit the [Attendance](#) webpage and [Procedure 13.99.99.R0.01](#).

<http://www.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx>

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13student/academic/13.99.99.R0.01.pdf>

Academic Integrity

Academic Integrity (Including AI Use) Students at East Texas A&M University are expected to maintain high standards of integrity and honesty in all their scholastic work. East Texas A&M University acknowledges that there are legitimate uses of Artificial Intelligence, ChatBots, or other software that has the capacity to generate text, or suggest re placements for text beyond individual

words, as determined by the instructor of the course. Any use of such software must be documented. Any undocumented use of such software constitutes an instance of academic dishonesty (plagiarism). Individual instructors may disallow entirely the use of such software for individual assignments or for the entire course. Students should be aware of such requirements and follow their instructors' guidelines. If no instructions are provided the student should assume that the use of such software is disallowed. In any case, students are fully responsible for the content of any assignment they submit, regardless of whether they used an AI, in any way. This specifically includes cases in which the AI plagiarized another text or misrepresented sources. For more details and the definition of academic dishonesty see the following procedures:

Undergraduate Academic Dishonesty 13.99.99.R0.03

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/undergraduates/13.99.99.R0.03UndergraduateAcademicDishonesty.pdf>

Graduate Academic Dishonesty 13.99.99.R0.10

<https://inside.tamuc.edu/aboutus/policiesProceduresStandardsStatements/rulesProcedures/13students/graduate/13.99.99.R0.10.pdf>

ADA Statement

Students with Disabilities

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

Office of Student Disability Resources and Services

East Texas A&M University

Velma K. Waters Library Rm 162

Phone (903) 886-5150

Fax (903) 468-8148 Email: studentdisabilityservices@etamuc.edu

Website:

Office of Student Disability Resources and Services <https://www.etamuc.edu/student-disability-services/>

Nondiscrimination Notice

East Texas A&M University will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

Campus Concealed Carry Statement

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in East Texas A&M University buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and ETAMU Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations.

For a list of locations, please refer to the https://coursecatalog.tamuc.edu/undergrad/administrative-procedures/#campus_concealed_carry_policy document and/or consult your event organizer.

Web

URL: <http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf>

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all East Texas A&M University campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.

Counseling Services

The Counseling Center at East Texas A&M University, located in the Halladay Building, Room 203, offers counseling services, educational programming, and connection to community resources for students. Students have 24/7 access to the Counseling Center's crisis assessment services by calling 903-886-5145. For more information regarding Counseling Center events and confidential services, please visit www.etamuc.edu/counsel

Mental Health and Well-Being

The university aims to provide students with essential knowledge and tools to understand and support mental health. As part of our commitment to your well-being, we offer access to Telus Health, a service available 24/7/365 via chat, phone, or webinar. Scan the QR code to download the app and explore the resources available to you for guidance and support whenever you need it.



The System has made a significant investment in student mental health in the form of 24/7/365 access to “Telus Health,” a service available via chat, phone, or webinar.

Course Outline

Case Briefs:

Selected cases/court decisions will be studied in-depth to assist the student in gaining a better understanding of the points of the case and the court decision. You must provide a one to two (1-2) page synopsis of your case, SUBMIT IN D2L. The synopsis should center on *the merit of the case, your agreement/disagreement and other salient points that* you feel relevant to the case. Each case you select **must** be related to student affairs and the law in higher education. You are required to complete **Four (4)** briefs during the semester at specific times.

DUE DATES FOR CASE BRIEF:

Sunday, September 6, 2026.....Case Brief #1
Sunday, September 13, 2026.....Case Brief #2
Sunday, September 20, 2026.....Case Brief #3
Sunday, October 4, 2026.....Case Brief #4

Research Paper:

Each student is required to choose a legal topic pertaining to student affairs and provide an in-depth report over it. Once the student has identified a topic, *it must be emailed to the professor for approval*. The paper must be at least ten written pages (excluding reference page), with a cover page. The reference page must include a minimum of seven (7) sources. The sources typically would include other legal cases and references from *peer reviewed journals*. The entire paper **MUST** meet all APA 7th Edition guidelines. **(Due date: Sunday, October 11, 2026)**

There will be one final exam or opportunity to excel: **(Thursday, October 15, 2026)**

Course Outline

Date	Topic	Readings	Assignment
Week #1 Tuesday, Aug 25, 2026	Admissions	Chapter TBD & Review Case	
Week #2 Monday, Aug 31, 2026	Legal Terminology	Chapter TBD & Review Case Quiz #1	<i>Zoom Meeting #1</i> <i>Monday, 8/31/2,026</i> <i>@ 6:00 PM</i>
Week #3 Monday, Sep 7, 2026	Risk Management & Resident Halls	Chapter TBD & Review Case Quiz #2	Case Brief #1 Due Sunday, September 6, 2026
Week #4 Monday, Sep 14, 2026	Contracts	Chapter TBD & Review Case Quiz #3	Case Brief #2 Due Sunday, September 13, 2026
Week #5 Monday, Sep 21, 2026	Student Organizations	Chapter TBD & Review Case Quiz #4	Case Brief #3 Due Sunday, September 20, 2026
Week #6 Monday, Sep 28, 2026	Duty to Warn	Chapter TBD & Review Case Quiz #5	<i>Zoom Meeting #2</i> <i>Monday, 9/28/2,026</i> <i>@ 6:00 PM</i>
Week #7 Monday, Oct 5, 2026	Due Process	Chapter TBD & Review Case	Case Brief #4 Due Sunday, October 4, 2026
Week #8 Monday, Oct 12, 2026	Student Conduct	Chapter TBD & Review Case	Research Paper, Due Sunday, October 11, 2026
	Final Exam/Final Opportunity to Excel		Due Thursday, October 15, 2026

Case Brief Rubric

	1 – Does Not Meet Expectation (0-15 points)	2 – Meets Expectation (15 - 20 points)	3 – Exceeds Expectation (25 points)
Meets length requirement and citations. (10 points)	Demonstrates a lack of knowledge on how to appropriately cite and write basic information	Demonstrates knowledge on how to appropriately write and cite but omits one or two points from small errors.	Demonstrates exceptional knowledge on how to appropriately write with citations and length.
Student clearly addresses case (5 points)	Students do not clearly address case points	Critique writes about a case with some obviousness.	Demonstrates exceptional knowledge with an evident case by providing background, facts, and ruling.
APA Style/Grammar (10 points)	Substantial APA errors (> 6 errors). Poor quality, not indicative of graduate level work.	Some APA errors (3-4 errors). Good quality indicative of graduate level work.	Little to no errors (1-2 errors). Exceptional quality indicative of graduate level work.

Research Paper Rubric

	1 – Does Not Meet Expectation (0-34 points)	2 – Meets Expectation (35 - 44 points)	3 – Exceeds Expectation (50 points)
Meets length requirement and citations (20 points)	Demonstrates a lack of knowledge on how to appropriately cite and write basic information	Demonstrates knowledge on how to appropriately write and cite but omits one or two points from small error.	Demonstrates exceptional knowledge on how to appropriately write with citations and length.
Student clearly addresses topics (10 points)	Students do not clearly address topics	Critique writes about a topic with some obviousness.	Demonstrates exceptional knowledge with an evident topic.
APA Style/Grammar (20 points)	Substantial APA errors (> 6 errors). Poor quality, not indicative of graduate level work.	Some APA errors (3-4 errors). Good quality indicative of graduate level work.	Little to no errors (1-2 errors). Exceptional quality indicative of graduate level work.

Final Exam Rubric

	1 – Does Not Meet Expectation (60 -79 points)	2 – Meets Expectation (80 - 89 points)	3 – Exceeds Expectation (90 - 100 points)
Percentage on Final Exam	Less than 80% correct on exam items	Between 80% and 89% correct on exam items	Greater than 89% correct on exam items