

“It is the spirit and not the form of law that keeps justice alive.”

Earl Warren  
Fourteenth Chief Justice of the United States

For certificate programs and contact information, see page 73.

## Legal Programs

### Effective Principles for Code Enforcement

Municipal code enforcement, using both civil and criminal law remedies; police power doctrine; management of code enforcement; investigation of cases; warrants, search and seizure; selection of administrative, criminal and civil remedies; typical code enforcement actions and defenses to them.

**Jeffrey S. Ballinger, J.D.**, is an attorney in the Public Law Department of Best Best & Krieger LLP, Riverside

**Credit:** .5 CEU, 5 hours MCLE credit

**Date/Time:** Fri. 8 a.m.-1 p.m., Jun. 5 (1 meeting)

**Location:** UCR: Extension Center, 1200 University Ave.

**Fee:** \$155 (includes materials, refreshments and parking)

**Law 813**

**Reg #084-SCK-K01**

## Public Records Act

California Government Code sections 6250-6270, the history and purpose of the Act and review of recent changes both statutory and case law. The nature and scope of “public records” with emphasis on police and personnel records, administrative notes and memoranda and financial records. Exemptions to disclosure, time frames to respond to information requests and fees, legal discovery, e-mail and electronic records.

**Thomas Jex, J.D.**, Burke, Williams & Sorensen, LLP, Riverside

**Credit:** .5 CEU, 4.5 hours MCLE credit

**Date/Time:** Fri. 8 a.m.-1 p.m., Jun. 19 (1 meeting)

**Location:** UCR: Extension Center, 1200 University Ave.

**Fee:** \$155 (includes materials, refreshments and parking)

**Law 842**

**Reg #084-SCK-K03**

## Paralegal Studies

### Admissions Exam for the Paralegal Certificate Program

Consists of multiple-choice questions and a written essay designed to evaluate comprehension, language, writing and critical thinking skills. Prior legal knowledge is not necessary. Must be taken and passed by all applicants prior to the completion of the third legal course in the Paralegal Certificate Program.

**Instructor to be announced**

**Date/Time:** Sat. 8:30 a.m.-12:30 p.m., Jun. 6 (1 meeting)

**Location:** UCR: Extension Center, 1200 University Ave.

**Fee:** \$50 (includes parking)

**Law 899**

**Reg #084-SCP-P02**

### Paralegal Career and Information Meeting

Orientation to UC Riverside Extension's American Bar Association-approved Paralegal Certificate Program and to a paralegal career. Includes educational and admissions requirements and employment opportunities in this rapidly growing and expanding profession.

**Instructor to be announced**

**Date/Time:** Wed. 6-8 p.m., Jun. 10 (1 meeting)

**Location:** UCR: Extension Center, 1200 University Ave.

**Fee:** \$10 (includes parking and refreshments)

**Law 899.1**

**Reg #084-SCP-P10**

## Family Law

Laws relating to marriage, dissolution and annulment, separation, and child custody and visitation. Marital property rights, debts and obligations, domestic violence, court forms used in family law matters, and enforcement of orders.

*Elective for Paralegal Certificate*

**Thomas L. Watkins, Esq.**, Law Office of Thomas Watkins, Banning

**Credit:** 3 units, 27.5 hours MCLE credit

**Date/Time:** Wed. 6-9:30 p.m., Jun. 24-Aug. 19 (9 meetings)

**Location:** UCR: Extension Center, 1200 University Ave.

**Fee:** \$475

Law X436

**Reg #091-SCP-P54**

## Constitutional Law

Basic doctrinal principles of federal constitutional law including judicial review, separation of powers, federalism, American Indian tribes, property rights, due process and privacy, the rights of the accused, civil rights, and freedom of speech, press and religion.

*Elective for Paralegal Certificate*

**Cynthia Brewer, J.D.**, Deputy District Attorney, Riverside County District Attorney's office

**Credit:** 3 units, 27.5 hours MCLE credit

**Date/Time:** Thurs. 6-9:30 p.m., Jun. 25-Aug. 20 (9 meetings)

**Location:** UCR: Extension Center, 1200 University Ave.

**Fee:** \$475

Law X446

**Reg #091-SCP-P30**

## Career and Information Meetings

### Paralegal

For those who work, or want to work in this growing area of law, attend either session at:

UCR Extension Center  
1200 University Ave., Riverside  
Wednesday, 6-8 p.m., June 10, 2009

**Reg #084-SCP-P10**

Wednesday, 6-8 p.m., Dec. 16, 2009

**Reg #092-SCP-P10**

**Fee:** \$10

Learn about

- The paralegal profession and employment opportunities
- UCR Extension's Certificate Program – approved by the American Bar Association
- California law regulating paralegals and establishing educational requirements
- Enroll early to guarantee a seat

To enroll: (951) 827-4105 or (800) 442-4990.

For more information, call (951) 827-1616 or e-mail [justice@ucx.ucr.edu](mailto:justice@ucx.ucr.edu).

## Spring 2009 Instructor Excellence Award

*Orlando Blake, Jr.*

**UCR Extension Instructor since:** January 1998

**Also teaches at:** Claremont Graduate School, School of Behavioral & Organizational Sciences; University of Arizona, School of Regional Commerce

**Achievements/awards:** Certified Mediator; Certified Performance Technologist (CPT) by International Society for Performance Improvement (ISPI); Unitive™ licensed coach.

**Other jobs/experiences:** President, The Blake Group, Elgin, AZ; former Director of Human Resources for GUESS?, Inc. & Warner Bros. Inc.

**Publications:** A variety of books for HR professionals, including "Leading Total Quality Vol. 1 & 2: Building Capability and Commitment."

**Favorite thing about teaching at UCR Extension:** Jan Crump & the staff and support people make it easy. They are always there to help.

**Most memorable teacher:** There are two: Dan Crary, PhD at Cal State Fullerton – now a famous bluegrass guitarist. Peter Drucker at CGU.

**Students say:** "Dr. Blake is very relaxed and comfortable.

He takes the supportive approach with good humor and open mind."

**What are you currently reading?** Theory U by C. Otto Scharmer & Supercapitalism by Robert Reich



Dr. Blake's summer course is featured on page 19.

## National recognition

### Take the CLA Exam

UC Riverside Extension is an official testing center for the Certified Legal Assistant (CLA) Examination. This exam is administered three times a year by the National Association of Legal Assistants (NALA).

The upcoming CLA examination dates are:

**Dec. 4-5, 2009**

Application filing deadline  
(with a \$25 late filing fee):

**Oct. 1, 2009**

Late application filing deadline  
(with a \$25 late filing fee):

**Oct. 16, 2009**

For further information about this examination, please contact:

National Association of  
Legal Assistants  
1516 S. Boston, Suite 200  
Tulsa, Oklahoma 74119  
**Telephone:** (918) 587-6828  
**Fax:** (918) 582-6772  
**E-mail:** nalanet@nala.org  
**Web site:** www.nala.org

### Elder Law

Health care, employment and income, housing, estate planning, elder abuse and neglect, competency, and personal decision-making. The Social Security Act, the Older Americans Act of 1965, the Americans With Disabilities Act (ADA), and the Age Discrimination in Employment Act (ADEA). Responsibilities and licensing and training requirements of professional fiduciaries.

*Elective for Paralegal Certificate*

**C. L. Farrell, J.D.**, Attorney at Law, Law Offices of C. L. Farrell, Redlands

**Credit:** 2 units, 17.5 hours MCLE credit

**Date/Time:** Thurs. 6-9 p.m., Jun. 25-Aug. 6 (7 meetings)

**Location:** UCR: Extension Center, 1200 University Ave.

**Fee:** \$375

**Law X442**

**Reg #091-SCP-P23**

### Medical Malpractice Law

Medical malpractice law from both defense and plaintiff perspectives. The anatomy of a lawsuit and the medical malpractice trial. Sample medical record review, medical and legal terminology, and legal forms.

*Elective for Paralegal Certificate*

*Elective for Legal Nurse Consulting*

**Eileen S. Lemmon, R.N., M.S., Esq.**, Attorney at Law, Reback, McAndrews & Kjar, LLP, San Bernardino

**Credit:** 2 units, 20 hours BRN credit, 17.5 hours MCLE credit

**Date/Time:** Tues. 6-9:30 p.m., Jun. 30-Aug. 11 (7 meetings)

**Location:** UCR: Extension Center, 1200 University Ave.

**Fee:** \$345

**Law X477**

**Reg #091-SCP-P21**

*[Also applying to the certificate](#)*

### California Water Law

See page 77.

## One-Day

### Notary Public Workshop and State Exam

#### Presented by the National Notary Association

This intensive one-day workshop prepares the new and renewing notary public for the state Notary Public Examination.

Notaries Public perform an important public service for the people of California and provide an invaluable service to the legal, business, financial and real estate communities. Topics include an update on current and new laws and regulations affecting Notaries Public, legal and ethical duties and responsibilities, and qualifications and requirements to be appointed and commissioned as a Notary Public. In addition, test-taking strategies are presented and a practice exam is administered to provide students with skills and techniques to better enable them to pass the state exam.

The National Notary Association has earned accreditation of its educational curriculum from the Accrediting Council for Continuing Education and Training (ACCET).

#### Workshop Location:

UC Riverside Extension  
1200 University Ave., Riverside

Dates: Friday, June 26, 2009

Thursday, July 23, 2009

Wednesday, August 12, 2009

Wednesday, October 14, 2009

Wednesday, November 11, 2009

Wednesday, December 9, 2009

#### Workshop Location:

UC Riverside Palm Desert  
75-080 Frank Sinatra Dr., Palm Desert

Dates: Tuesday, June 9, 2009

Tuesday, July 7, 2009

Tuesday, August 5, 2009

Tuesday, September 8, 2009

Tuesday, October 13, 2009

Tuesday, November 10, 2009

Tuesday, December 8, 2009

**Seminar:** 8 a.m.-4 p.m.

**State Exam:** 4:15-6 p.m.

**Registration Fee:** \$159

**Exam Fee:** \$40. Payable to: Secretary of State

To enroll: Register online at [www.NationalNotary.org](http://www.NationalNotary.org)  
Or call toll-free: 1-800-US NOTARY (1-800-876-6827)

## Department Contacts:

**Jon Kindschy**  
Director  
(951) 827-5804  
[justice@ucx.ucr.edu](mailto:justice@ucx.ucr.edu)  
To Enroll: See page 92.  
**Certificate in:**  
**Paralegal Studies**  
Contact: Jan Crump  
(951) 827-1616  
[justice@ucx.ucr.edu](mailto:justice@ucx.ucr.edu)



LexisNexis

## Computer Legal Research Access Program

In partnership with LexisNexis, we are providing inexpensive online computer legal research access to students in our Paralegal Certificate Program. For an annual fee of \$75, students can enroll in this program and receive their own personal password enabling them to access and use, for educational purposes only, online legal research services and materials provided by LexisNexis. One of the largest legal publishers, LexisNexis has an enormous database including statutes and case law from all 50 states; federal case law, statutes and legislative materials; primary and secondary source materials; law review articles, and much more.

Fee: \$75

Reg #092-SCP-P01

For more information, call  
(951) 827-5804 or  
e-mail [justice@ucx.ucr.edu](mailto:justice@ucx.ucr.edu).

### CERTIFICATE PROGRAM PARALEGAL



Paralegals perform a variety of legal tasks under the direction and supervision of an attorney in various settings, including law firms, corporations, and government agencies.

The Paralegal Certificate Program at UCR Extension, established in cooperation with the UC Davis School of Law, is an American Bar Association-approved program, which provides a quality, rigorous and challenging legal education to qualified individuals.

This program is of interest to those who want to enter the legal field, make a career change, or who are already working in a business or legal environment and want to enhance their legal knowledge and skills through a formalized course of study. Students are cautioned regarding restrictions against the unauthorized practice of law by non-lawyers.

#### Admission Requirements:

1. Bachelor's degree or an associate degree, or equivalent college coursework. (Courses may be earned concurrent to the Paralegal Studies program if conditional admission is granted.)\*
2. Satisfactory score on an admissions exam.
3. Enrollment in certificate program and payment of certificate program enrollment fee.

\* See our Website for complete admission requirements.

#### Certificate Requirements:

Successful completion (grade C or better) of a total of 31 quarter units.

#### Required:

- Fundamentals of Law for the Legal Professional (4 units)
- Legal Research and Writing I (4 units)
- Legal Research and Writing II (4 units)
- Civil Procedure (4 units)
- Ethics for the Legal Professional (2 units)
- Tort Law (3 units)
- Contract Law (3 units)

#### Elective Courses:

A wide variety of electives are offered throughout the year. Please see future catalogs or our Web site.

For certificate enrollment form and fees, see page 6.

For more information and detailed admission requirements, call (951) 827-1616 or e-mail [justice@ucx.ucr.edu](mailto:justice@ucx.ucr.edu), or see our Web site at <http://www.extension.ucr.edu/certificates/paralegal/requirements.html>.