

**SAVE - YOU WILL NEED THIS TO COMPLETE REPORTS THROUGHOUT THE SEMESTER**

**OBJECTIVES AND METHODS**

**PUBLIC EMPLOYEES RELATION COMMISSION PROGRAM**

OBJECTIVE I Educate students in Public Sector Labor Law.

- METHOD
1. Review statutes, regulations and applicable cases.
  2. Observe public sector union elections.

OBJECTIVE II Educate students about the role of an attorney as a legal advisor to an administrative agency.

- METHOD
1. Research and write memoranda of law on issues pending before the agency.
  2. Attend administrative agency meetings and observe the role of the advisory attorney.
  3. Under supervision, draft final orders for the commission.
  4. Under supervision, examine collective bargaining representation petitions and unfair labor practice charges to determine their sufficiency.

OBJECTIVE III Educate students to the formal hearing process under the Florida Administrative Procedures Act especially as it pertains to Career Service and Veteran's preference appeals.

- METHOD
1. Review applicable statutes, regulations and cases.
  2. Review assigned case files pending before the Public Employees Relations Commission.
  3. Observe formal hearings before the Commission.
  4. Review proposed recommended orders filed by parties to formal hearings.
  5. Under supervision, draft recommended orders for the Commission.

OBJECTIVE IV      Maintain awareness of progress in the externship program.

1.      Make regular entries in daily learning journals.
2.      Send or deliver journals to faculty supervisor weekly and follow-up with a meeting or telephone conversation about journal entries.
3.      Meet at least once a week with placement supervisor to discuss progress.
4.      Write final report combining substantive knowledge learned during the internship with reflection and analysis of personal progress made during the externship.