COURSE NO., HOURS, AND TITLE: MSFS 340-3  Section 1  Mortuary Law
LECTURE:  MWF 1:00-1:50, ASA Room 70

PROGRAM MISSION STATEMENT: The mission of the Mortuary Science and Funeral Service program is to challenge students to achieve academic and professional excellence; prepare students to acquire entry level positions in the funeral service profession; provide quality instruction and stay current with trends of the profession; cultivate and maintain excellent relations with local, state, and national organizations; enhance university and community relations; and work toward the continued improvement of the Mortuary Science and Funeral Service program as an ongoing process.

COURSE DESCRIPTION:

Deals with the statutory laws and practices pertaining to funeral service. The student will trace the laws that govern the funeral director and the embalmer and their legal responsibilities to the consumer. Knowledge will be gained concerning the legal status of a dead human body, necessities of disposition, methods of disposition, rights and parties undertaking responsibility of disposition, custodial rights of the dead human remains, contract laws, right of disposition, control of the funeral, general rules of priority pertaining to next of kin, mental anguish, photographs, confidentiality, negligent acts by the funeral director and/or embalmer, mutilation laws, injury to pallbearers, Clergy and staff, physical impact, collection against an estate, primary obligor, estate liability, cremation, authorization, commingling of remains, personal effects, storage and shipping of remains. Lecture three hours. Prerequisite: IMS 208 and restricted to major.

PREREQUISITE TO: None

COURSE OBJECTIVES:

Upon satisfactory completion of this course, the student shall be able to:

1. identify legal relationships, rights, duties and liabilities between the funeral director, and/or embalmer, the dead body and consumer.

2. recognize and understand the legal issues in order to avoid liability.

3. identify the laws, rules and regulations affecting funeral service

4. identify the various documents which are required to be prepared in funeral service.

5. recognize situations when legal and other professional services are required for death planning and estate administration; and

6. satisfy the academic requirements for licensure.
**TOPICAL OUTLINE:**

<table>
<thead>
<tr>
<th>Topics</th>
<th>Percentages of Time</th>
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<tbody>
<tr>
<td>I. Constitutional Law</td>
<td>20%</td>
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<tr>
<td>II. Probate Law</td>
<td>20%</td>
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<tr>
<td>III. State Statutes, Regulations, and Rules</td>
<td>10%</td>
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<td>IV. Final Disposition</td>
<td>10%</td>
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<tr>
<td>V. Liability of funeral expenses</td>
<td>10%</td>
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<tr>
<td>VI. Torts involving the Dead Human Body</td>
<td>20%</td>
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<tr>
<td>VII. Mental Anguish</td>
<td>10%</td>
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**TEXTBOOKS:**

**Required:**


**EXAMINATIONS AND QUIZZES:**

There will be three hourly exams given during the semester. The dates of the hourly exams will be given in advance. Make up exams will only be given with a valid medical excuse, if you know in advance that will not be able to take an exam on time, make arrangements to take it early, not late.

Quizzes will be scheduled and unscheduled and will not be made up under any circumstances.

**ASSIGNMENTS:**

Assignments will be given during the semester, both in and out of class. Assignments will only receive full credit if handed in on time.

Each week a student will be responsible for a current events article related to Mortuary Law. The article should be from a current newspaper and within the previous 30 days from time of presentation.
ATTENDANCE:

Class attendance is mandatory and will be taken at the beginning of each class period. Students are expected to attend class and be punctual, showing up late will be regarded as an absence. You will be given 3 absences without penalty—each absence after that will be 10 points deducted from your final grade. Attending class means staying awake, paying attention, not interrupting class, not doing other class work and not disturbing the instructor or other students. Cell phone usage is prohibited in the classroom. If your cell phone rings or you take a call during class you will be asked to leave and will be counted absent for the day. Cell phones are very disruptive and are to be turned off and put away during class. There will no longer be texting, social media and internet browsing during class UNDER NO CIRCUMSTANCES. There is nothing so important that it can’t wait until after your learning experience! If you have an extenuating circumstance where you have to take a call during class, let the instructor know in advance and answer the phone in the hall, quietly excusing yourself. Failure to follow any of these guidelines will result in dismissal from that class session and loss of attendance. Questions concerning appropriate classroom behavior should be referred to the SIU Student Code of Conduct.

Instructors will provide guidance and direction to students in the classroom in the event of an emergency affecting your location. It is important that you follow these instructions and stay with your instructor during an evacuation or sheltering emergency. The building Emergency Response Team will provide assistance to your instructor in evacuating the building or sheltering within the facility.

INSTRUCTOR:

Mr. Anthony Fleege  Splash@SIU.EDU
Office:  ASA 116  453-5698
Office Hours:  MW 8-10 am
T 8-10
And by Appointment

GRADING:

<table>
<thead>
<tr>
<th>Points</th>
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<tbody>
<tr>
<td>First Exam</td>
<td>100</td>
</tr>
<tr>
<td>Second Exam</td>
<td>100</td>
</tr>
<tr>
<td>Final Exam</td>
<td>100</td>
</tr>
<tr>
<td>Quizzes</td>
<td>50</td>
</tr>
<tr>
<td>Assignments</td>
<td>75</td>
</tr>
<tr>
<td>Court case</td>
<td>25</td>
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<td>Total</td>
<td>450</td>
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The final exam is scheduled as follows:
01:00 Begin with a M or W or F-----------------------Friday, May 13,  12:30-02:30p.m

Changes may be made to this syllabus during the semester, as needed, at the instructor’s discretion.
Syllabus Attachment
Spring 2016
http://pvcaa.siu.edu/

IMPORTANT DATES *
Semester Class Begin ........................................01/19/2016
Last day to add a class (without instructor permission): ..............01/24/2016
Last day to withdraw completely and receive a 100% refund: ..........01/31/2016
Last day to drop a course using SalukiNet .....................................04/02/2016
Last day to file diploma application (for name to appear in Commencement program): .......02/12/2016
Final examinations ........................................................................05/09-05/13/2016

Note: For early, interims, and short course drop/add dates, visit Registrar’s Academic webpage: http://registrar.siu.edu/

SPRING SEMESTER HOLIDAYS
Martin Luther King, Jr.’s Birthday Holiday 01/18/2016
Spring Break 03/12—03/20/2016

WITHDRAWAL POLICY ~ Undergraduate only
Students who officially register for a session may not withdraw merely by the stopping of attendance. An official withdrawal form needs to be initialed by the student and processed by the University. For the proper procedures to follow when dropping courses and when withdrawing from the University, please visit http://register.siu.edu/catalog/undergraduatedeletocalendar.html

INCOMPLETE POLICY ~ Undergraduate only
An INC is assigned when, for reasons beyond their control, students engaged in passing work are unable to complete all class assignments. An INC must be changed to a completed grade within one semester following the term in which the course was taken, or graduation, whichever occurs first. Should the student fail to complete the course within the time period designated, that is, by no later than the end of the semester following the term in which the course was taken, or graduation, whichever occurs first, the incomplete will be converted to a grade of “P” and the grade will be computed in the student’s grade point average. For more information please visit: http://register.siu.edu/index.html

REPEAT POLICY
An undergraduate student may, for the purpose of raising a grade, enroll in a course for credit no more than two times (two total enrollments) unless otherwise noted in the course description. For students receiving a letter grade of A, B, C, D, or F, the course repetition must occur at Southern Illinois University Carbondale. Only the most recent (last) grade will be calculated in the overall GPA and count toward hours earned. See full policy at http://register.siu.edu/catalog/undergraduatedeletocalendar.html

GRADUATE POLICIES
Graduate policies often vary from Undergraduate policies. To view the applicable policies for graduate students, please visit http://gradschool.siu.edu/about-us/grad-catalog/index.html

DISABILITY POLICY
Disability Support Services provides the required academic and programmatic support services to students with permanent and temporary disabilities. DSS provides centralized coordination and referral services. To utilize DSS services, students must come to the DSS to open cases. The process involves interviews, reviews of student-supplied documentation, and completion of Disability Accommodation Agreements.
http://disabilityservices.siu.edu/

PLAGIARISM
Student Conduct Code http://provost.siu.edu/student_conduct_code/

MORRIS LIBRARY HOURS
http://www.lib.siu.edu/about

SAFETY AWARENESS FACTS AND EDUCATION
Title IX makes it clear that violence and harassment based on sex and gender is a Civil Rights offense subject to the same kinds of accountability and the same kinds of support applied to offenses against other protected categories such as race, national origin, etc. If you or someone you know has been harassed or assaulted, you can find the appropriate resources here: http://safesiu.edu

SALUKI CARES
The purpose of Saluki Cares is to develop, facilitate, and coordinate a university-wide program of care and support for students in any type of distress—physical, emotional, financial, or personal. By working closely with faculty, staff, students, and their families, SIU will continue to display a culture of care and demonstrate to our students and their families that they are an important part of the community. For information on Saluki Cares: (618) 453-5714 or siucares@siu.edu, http://salukicares.siu.edu/index.html

EMERGENCY PROCEDURES
Southern Illinois University Carbondale is committed to providing a safe and healthy environment for study and work. We ask that you become familiar with the SIU Emergency Response Plan and Building Emergency Response Team (BERT) programs. Emergency response information is available on posters in buildings on campus, available on BERT’s website at www.bert.siu.edu. Department of Safety’s website at www.dps.siu.edu (disaster drop down) and the Emergency Response Guideline pamphlet. Instructors will provide guidance and direction to students in the classroom in the event of an emergency affecting your location. It is important that you follow these instructions and stay with your instructor during an evacuation or sheltering emergency.

INCLUSIVE EXCELLENCE
SIU contains people from all walks of life, from many different cultures and sub-cultures, and representing all states of society, nationalities, ethnicities, lifestyles, and affiliations. Learning from and working with people who differ is an important part of education as well as an essential preparation for any career. For more information please visit: http://www.inclusiveexcellence.siu.edu/

LEARNING AND SUPPORT SERVICES
Help is within reach. Learning support services offers free tutoring on campus and math labs. To find more information please visit the Center for Learning and Support Services website:
Tutoring: http://tutoring.siu.edu/
Math Labs: http://math.siu.edu/courses/course-help.php

WRITING CENTER
The Writing Center offers free tutoring services to all SIU students and faculty. To find a center or Schedule an appointment please visit http://write.siu.edu/

AFFIRMATIVE ACTION & EQUAL OPPORTUNITY
Our office’s main focus is to ensure that the university complies with federal and state equity policies and handles reporting and investigating of discrimination cases. For more information visit:
http://diversity.siu.edu/

Additional Resources Available:
SALUKINET: https://salukinet.siu.edu/cp/home/displaylogin
ADVICE: http://advisement.siu.edu/
PROVOST & VICE CHANCELLOR: http://pvcaa.siu.edu/
SIU ONLINE: http://online.siu.edu/