

All Fields Report

Basic Course Information	
College	Cañada College
Discipline	FSE.-Funeral Service Education
Course Number	220
Full Course Title	Funeral Service Law and Ethics
Catalog Course Description	This course introduces law and the judicial system as they pertain to the funeral industry. Topics include sources of law, the legal status of a dead human body, the duty of burial, rights to control funeral arrangements and final disposition, liability for funeral expenses, torts involving the dead human body and the funeral director, wills, estates, probate, cemeteries, crematories, and state and federal laws and regulations. Personal and professional ethics that guide decisions and actions in the proper treatment of the dead are also included.
Class Schedule Course Description	This course introduces law and the judicial system as they pertain to the funeral industry. Topics include sources of law, torts, the legal issues surrounding human remains and funerals, as well as state and federal laws and regulations. Funeral professional ethics are also discussed.
Proposal Information	
Proposed Start	Year: 2021 Semester: Fall
Proposed Curriculum Committee Meeting Date:	11/13/2020
Deadline for submission to Dean's Queue:	10/08/2020
Deadline for submission of curriculum proposal to the Technical Review Committee:	10/20/2020
Proposal Origination Date:	04/10/2020
Justification For Board Report OR Curriculum Inventory update:	<p>1. For NEW Courses: Provide a brief justification statement describing the need for the course, its place in the curriculum, and pertinent information such as the role of advisory committees. New courses require approval of the SMCCCD Board of Trustees. The justification statement will be included on the annual Curricular Board report. Use complete sentences and present tense.</p> <p>2. For all types of Course MODIFICATIONS (modifications, banking, deletions and reactivations): Provide a brief justification statement describing the need for the change. The justification statement will be used for course updates in the State Curriculum Inventory as necessary. Use complete sentences and present tense.</p> <p>Course content is required by the American Board of Funeral Service as described in the ABFSE Funeral Service Law, Business Law and Ethics outlines and provides the student with an understanding of torts, crimes and contracts in funeral service. Additional topics include business organizations, estate law, explicit funeral law and laws regarding human remains. The course draws and emphasis on ethics in funeral service. This course is a core requirement for the Funeral Service Education Associate in Science Degree.</p>
Honors Course	No
Open Entry/Open Exit	No 0

Equivalent Courses

Will this course replace an existing course in the catalog, or an experimental course?	No
If yes, identify and explain.	
Similar Courses	
Is there a similar or equivalent course in SMCCCD?	No
Added Similar Courses	

Units/Hours				
Unit Types	Fixed			
Units	Min: 3.00			
Variable Range	Range (or)			
Hours				
Please enter hours as per term values				
Method	Min Hours	Max Hours	Min Faculty Load	Min Units
Lecture	48.00	54.00	3.00	3.00
Lab	0.00	0.00	0.00	0.00
TBA	0.00	0.00	0.00	0.00
Work Experience	0.00	0.00	0.00	0.00
Field Experience	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00
Homework	96.00	108.00	0.00	0.00
Other Hours				
Course Details				
Repeatable for Credit	No			
Grading Methods	Letter Grade Only			
Audit	No - Please Justify: This course requires special preparation and program admission on a limited basis.			

Materials Fee	
Fee Required?	No

Student Learning Outcomes	
Upon successful completion of this course, a student will meet the following outcomes:	
1. Define, analyze and use legal vocabulary; analyze and apply statutory laws and judicial opinions; understand torts, crimes and contract law as they relate to funeral service; and define the roles of legislatures, courts, and administrative agencies	
2. Analyze and understand the relevant facts, issues, laws, and legal reasoning	
3. Exhibit ethical, moral and legal behavior involving all aspects of disposition of human remains	

Course Objectives	
Upon successful completion of this course, a student will be able to:	
1. Distinguish among a tort, crime, and breach of contract pertaining to the funeral business	

2. Students will analyze and understand the relevant facts, issues, laws, and legal reasoning
3. Explain the Uniform Commercial Code (UCC) regarding the sale of goods (i.e. caskets, outer burial containers)
4. Compare the basic forms of funeral business organizations
5. Evaluate the legal relationships, rights, duties, and liabilities among the funeral director, the dead body, and the consumer
6. Explain laws and regulations pertaining to funeral service
7. Assess legal issues in funeral service in order to avoid liability
8. Complete the documents that are required in the funeral service process
9. Predict situations when professional services are required for death planning and estate administration
10. Critique ethics relating to funeral service
11. Explain the difference between legal and ethical issues within the funeral industry
12. Recommend a standard of ethical behavior with examples of personal and professional conduct
13. Integrate vocabulary terms associated with ethical issues and practices in the funeral service industry
14. Identify standards of ethical conduct in funeral service practice
15. Interpret how federal, state, and local laws apply to funeral service in order to ensure compliance

Course Lecture Content

1. Introduction
 1. Mortuary law defined
 2. Sources of U.S. law
 3. Judicial process - types of courts involved in funeral service cases
2. Disposition of the dead
 1. Sources of law
 2. Administrative agencies
 3. Definition of a dead human body
3. Rights of various parties
 1. Property and property rights of a dead human body
 2. Duty of decedent disposition
4. Right to control disposition
 1. Distinction between right and duty
 2. Primary right - decedent's wishes versus legal next of kin
 3. Secondary right - government
 4. Custody issues
 5. Liability for expenses
5. Funeral contracts
 1. Classifications
 2. Estate
6. Torts
 1. Invasion of rights
 2. Mutilation
 3. Wrongful withholding
 4. Funeral procession
 5. Funeral establishment
7. Mental anguish
8. Funeral establishment
 1. Restrictions
 2. Regulations
9. Qualifications of the funeral director
 1. State licensing laws
 2. Grounds for revocation, suspension of license
 3. Requirements for conducting funerals and for funeral establishments
 4. Regulatory agency procedures

- 5. Reciprocity/endorsement
- 10. Cemeteries
 - 1. Classification
 - 2. Location
 - 3. Regulations and sale of plots
- 11. Disinterment/exhumation
 - 1. Public interest
 - 2. Private reasons
- 12. Probate
 - 1. Wills
 - 2. Intestacy
 - 3. Administration of the estate
 - 4. Additional estate and health care documents
- 13. Wage and hour laws
- 14. Federal Employment law
- 15. Occupational Safety and Health Act (OSHA)
- 16. Federal Trade Commission (FTC) Funeral Rule
- 17. Credit and collections of funeral contracts
 - 1. Universal Commercial Code
 - 2. Truth-in-Advertising; Truth-in-Lending
 - 3. Fair Credit Reporting
- 18. Social change and the need for professional ethics in funeral service
 - 1. Theories of ethics
 - 2. Differences between ethics and law
 - 3. Kohlberg's theory of moral development
- 19. Ethics in client service
 - 1. The ethical basis of running a business
 - 2. The role of continuing professional education
 - 3. Community relationships
 - 4. Pre-need ethics
 - 5. Ethics regarding the treatment of the body
 - 6. Ethics regarding confidentially and records
 - 7. Post-need ethics
- 20. Publicity, public relations, and truth in advertising
- 21. Professional relationships
 - 1. Colleagues
 - 2. The medical establishment
 - 3. Clergy

Course Lab Content

TBA Hours Content

Frequently Recommended Preparation	
Frequently Recommended	
Justification for Frequently Recommended Preparation	
<p>Why is the knowledge of the recommended course(s), skill(s) or information necessary for students to succeed in the "target" course? Specify the relationship between the recommended knowledge and skills required of students and those taught in the "target course? (Please list the specific proficiencies students must possess in order to succeed in the "target" course.)</p>	

Other Recommended Preparation

You have no defined requisites.

Prerequisites/Corequisites

Drag and Drop to Reorder

Edit/Delete	Requisites	Analysis
	Prerequisite BUS. 201 and	
	Prerequisite FSE. 200 and acceptance into the Funeral Service Education Program.	
	Corequisite Concurrent enrollment in	
	Corequisite FSE. 210	

Content Review

FSE. 200 - Prerequisite
(Content to Content)
Launched

FSE. 210 - Corequisite
(Content to Content)
Launched

BUS. 201 - Prerequisite
(Objective to Objective)
Active

Mode of Delivery

Modes of Delivery

Online
Hybrid
Lecture

Representative Instructional Methods

Methods	Lecture Activity Discussion Guest Speakers
Other Methods	

Representative Assignments

Writing Assignments

(List all assignments, including library assignments. Outside assignments are not required for lab-only courses, although they can be given.)

1. Research a legal action brought against a funeral home within the past ten years involving a funeral director, embalmer, funeral home, or cemetery. Write six to seven pages about the legal action and be prepared to present the case. One assignment of this nature per semester.

Reading Assignments

(List all assignments, including library assignments. Outside assignments are not required for lab-only courses, although they can be given.)

1. Read ethics cases 1 - 10 (one per week) in the text and write a (minimum three page) response to each case.
2. Read approximately 4 pages from the department student handbook on policies and procedures manual on a weekly basis.

Other Outside Assignments

(List all assignments, including library assignments. Outside assignments are not required for lab-only courses, although they can be given.)

- None

To be Arranged Assignments

(List all assignments, including library assignments. Outside assignments are not required for lab-only courses, although they can be given.)

- Not applicable

Representative Methods of Evaluation

This section defines the ways students will demonstrate that they have met the student learning outcomes.

Student grades will be based on multiple measures of student performance. Instructors will develop appropriate classroom assessment methods and procedures for calculating student grades, including the final semester grade. The following list displays typical assessment methods appropriate for this course. The actual assessment methods used in a particular classroom and section will be listed in the instructor's syllabus.

Methods must effectively evaluate critical thinking. Credit courses must include written communication, problem solving, and/or skills demonstrations.

Multiple measures may include, but are not limited to, the following:

Methods

- Class Participation

- Class Work
- Exams/Tests
- Group Projects
- Homework
- Oral Presentation
- Papers
- Quizzes

Representative Texts

Textbooks such as the following are appropriate:

Formatting Style APA

Textbooks

1. Gilligan, T. S., & Stueve, T. H.. *Mortuary Law*, 10 ed. T.S. Cincinnati Foundation for Mortuary Education, 2003
2. Kubasak, M.. *Traversing the Minefield*, 1 ed. LMG Publishing, 2007
3. Federal Trade Commission. *Complying with the Funeral Rule*, ed. FTC, 2015

Manuals

You have no manuals defined.

Periodicals

You have no periodicals defined.

Software

You have no software defined.

Other

1. Cañada College
Funeral Service Education
Student Handbook
2021-2022

Degree/Certificate Applicability

Designation Degree Credit

Proposed For AA/AS Degree

Course Designation Text Are there degrees/certificates to which this course applies? Funeral Service Education (A.S. Degree)

General Education/Degree/Transfer Course

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By Damon de la Cruz

CSU Transfer Course

Transfers to CSU Approved

Course Distance Education

Distance Ed Supplement New distance education supplement

Distance Education	Distance education component was developed by an instructor with training in online pedagogy. Training: This course was designed in consultation with, and will be taught by, faculty who have received @One, Cañada's QOTL (Quality Online Teaching & Learning) or equivalent certifications.
Method of Distance Education	Online, Hybrid, Web Assisted Course; (If there are limitations on how this course would be offered please explain below)
Online Method Limitations	
Other Methods	
Course Content and Methodology	The objectives and content of the course are adequately covered by the methods of instruction, assignments, evaluation of student outcomes, and instructional materials. If this course is currently taught in a lecture mode, the department faculty have determined that the same objectives can be achieved in a distance learning mode. The instructional equipment and materials are sufficient. The preparation and training of faculty are sufficient. Regular personal contact between students and instructor is sufficient. Methods of student evaluation are designed to maintain examination security. Evaluation of student outcomes is sufficient to permit review and assessment of the effectiveness of distance education for this course and to provide information for the annual distance education report.
Instructional Methodologies (How will you deliver the course content?):	Announcements/Bulletin Boards Chat Rooms E-mail Electronic Forum One-Way Video Conferencing (One-way interactive video and two-way interactive audio) Online Presentations Resource Links Two-Way Video conferencing (Two-way interactive video and audio)
Representative Courseware/Textbooks Materials:	
Methods of Evaluation of Student Performance:	Online homework (about 1/week) Online midterm exams (about 4/term) Graded discussion boards Proctored Final Exam
How are you ensuring that students with disabilities can access your course in accordance with Section 508?	1. Videos are captioned 2. Lecture screen-casts are captioned 3. Transcripts are provided for all multi-media files (audio and visual) 4. Alt-text is used for embedded images 5. Standardized formatting is used to support screen readers 6. All files are assessed for accessibility 7. Course is evaluated using the OEI Rubric 8. Faculty will work with DRC to ensure that proper accommodations are provided for students (e.g., extended time, Kurzweil, other UDI supports)

Plan for Regular Effective Communication Contact Between Faculty and Student (Title 5, 55204). "Local policies should establish and monitor minimum standards of regular effective contact."

Announcements/Bulletin Boards - These will occur weekly as a minimum.

Email Communication - Email communication will occur through the LMS. Example content will be reminders and notifications. Email responses will be within two days. Daily (with a frequency of 24-48 hours).

Resource Links - Links to relevant news articles will be included with weekly announcements.

Office hours - Online Office hours will be scheduled. Office hours can also be by appointment.

Scheduled Face-to-Face Meetings - In person meetings can be during office hours or by appointment.

Telephone - The instructor will be available via phone during office hours or by appointment.

Study and/or Review Sessions - Non-scheduled sessions can be arranged through the instructor.

Resources Needed

Adequate Library Resources	Consultation with the Coordinator of Library Services regarding the adequacy of campus and online information resources to fulfill course objectives is required prior to course approval. Adequate Please Specify: The accrediting board (the ABFSE) requires funeral specific resources in the library. Standard 8 of the accreditation Manual.
Affected Resources	Which of the following resources do you expect to be affected by the offering of this class? Check as many as appropriate. Additional staff Learning Center Microcomputer Lab Library Media Center
Explain what effect the areas you have checked will have upon this college:	

Comparable Transfer Course Information

Are there comparable courses?	Yes
Edit/Del	College Info

Minimum Qualification

No Minimum Qualifications For this Course

CB Codes

CB03 TOP Code	1255.00 - Mortuary Science
CB04 Course Credit Status	D - Credit - Degree Applicable
CB05 Course Transfer Status	B = Transferable to CSU only
CB08 Course Basic Skill Status (PBS Status)	2N = Course is not a basic skills course.
CB09 SAM Code	D - Possible Occupational
CB11 California Classification Codes	Y - Credit Course
CB21 Levels Below Transfer	Y = Not Applicable
CB23 Funding Agency Category	A = Fully Economic Development funds
CB25 Course General	Y - Not Applicable

Education Status	
CB26 Course Support Course Status	N - Course is not a support course

Codes/Dates

Entry of Special Dates

Instruction Office Review	11/13/2020
Last Outline Revision	11/13/2020
Content Review	11/13/2020
CC Approval	11/13/2020
DE Approval	11/13/2020
Effective Term	Term: Fall Year: 2021

Web Catalog

Course Family	
Web Catalog	<input type="checkbox"/> Exclude from Web Catalog

Instructional Services

Implementation Date	
Originator	Damon de la Cruz
Origination Date	04/10/2020
Proposal Type	Cañada New Course
C-ID Numbers	
CB00 State ID	
CB03 TOP Code	1255.00 - Mortuary Science
CB04 Course Credit Status	D - Credit - Degree Applicable
CB05 Course Transfer Status	B = Transferable to CSU only
CB08 Course Basic Skill Status (PBS Status)	2N = Course is not a basic skills course.
CB09 SAM Code	D - Possible Occupational
CB10 Course COOP Work Exp-ED	N = Not part of Coop Work Exp
CB11 California Classification Codes	Y - Credit Course
CB13-Special Class Status	N - Not Special
CB21 Levels Below Transfer	Y = Not Applicable
CB22 Non Credit Course Category	Y - Not Applicable
CB23 Funding Agency Category	A = Fully Economic Development funds
CB24-Program Course Status	1 = Program Applicable
CB25 Course General Education Status	Y - Not Applicable
CB26 Course Support Course Status	N - Course is not a support course

Web Catalog Metadata