

SPRING 2010 Mid-Year Report of LWI Committees

Compiled by Robin Boyle, LWI Board, Secretary

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ABA PROGRAMS AND STANDARDS COMMITTEE

TO: LWI Board of Directors

FROM: Kirsten Dauphinais and Ed Telfeyan, Co-Chairs
ABA Standards and Program Structures Committee

DATE: April 27, 2010

SUBJECT: ABA Programs and Standards Committee

The charge of this committee is to monitor programmatic changes and ABA standards. The co-chairs of the Committee on ABA Programs and Standards are Kirsten Dauphinais and Ed Telfeyan; each chairs one of the committee's two subcommittees. The LWI Board liaison is Suzanne Rowe.

The Subcommittee on ABA Standards is chaired by Kirsten Dauphinais, with Susan Liemer and Ralph Brill as members. This subcommittee has engaged in the following activities:

1. Kept abreast of developments in ABA Standards
2. Offered an opportunity at the Rocky Mountain Regional Legal Writing Conference to meet with members who have questions about ABA standards.
3. Solicited membership on legal writing listservs to submit questions or enlist our aid with issues involving ABA Standards and answered several queries submitted in this way.
4. Liaised with the chair's counterpart at CLEA, Margaret Moore Jackson, to make CLEA aware of ALWD and LWI activities regarding standards, to offer the subcommittee chair as a resource to CLEA, and to seek opportunities for inter-organizational collaboration on these questions.

The Subcommittee on Programs is chaired by Ed Telfeyan. Members of this subcommittee are Maria Crist, John Lynch, Tracy Turner, Cassandra Hill, Heather Kolinsky, Michael Loudenslager and Tanya Pierce. The chair has been receiving school reports on current standards and prospects for the future. Most of these reports have been very good—complete and insightful. The next step is for the chair to seek help from committee members to get non-responding schools to respond and to put the information received into a formal report.

ARCHIVES COMMITTEE



LegalWriting
institute

Memorandum

To: LWI Board

From: Brooke Bowman, Committee Chair

Date: May 18, 2010

RE: Report of Archives Committee Activities

Committee Liaisons: Linda Berger and Yonna Shaw (Mercer)

Committee Charge: The Archive Committee should work towards implementation of an archival system.

Completed Tasks:

- The Committee Chair and the Committee Liaisons are ready to proceed with the process of migrating the archives from the hard copies to online versions, but the challenge is the Wiki.

Activities/Tasks in Progress:

- The challenge is creating the Wiki. I attempted to create the Wiki, but I was not successful. The main “page” is up, but that is as far as I could get. I could not add additional pages. This was not due to a lack of trying. I have created Wikis before.

- This is the biggest obstacle right now, creating the online “library” for the archives. (And the fact that once we start posting materials, it will take time to complete the process. I just completed a three-year archives project for Stetson’s Moot Court Board, and the archives are not searchable.)
- Back in February, Linda Berger and I talked about the challenges that I was facing concerning the creation of the Wiki.
 - We brainstormed a bit and discussed other platforms in which to use, such as TWEN or Lexis, but we were concerned about favoring one company over the other and not having the archives available to non-members as well (at least those portions of the archives that we would give non-members access to).
 - Both J. ALWD and *Legal Writing* use TWEN sites, and it would be very easy to start creating a TWEN site for the archives.
 - And then if the Board wanted to move the archives to another location, we could move the items to that location.

Reflection/Assessment: I just want to reiterate my comments about how the Archives Committee does not need committee members. Actually, the “Archives Committee” should become the “Archives Project.” Even once the online location is established, the migration of materials from print to electronic will take time (scanning those materials that we only have in print), and it is my understanding that the work will be done at Mercer. Hopefully, the committee members can be reassigned to committees that could use additional assistance.

AWARDS COMMITTEE

Memorandum

To: LWI Board

From: Susan Thrower, DePaul University College of Law, Awards Committee Chair
Leah Christensen, Thomas Jefferson Law School
Kirsten Davis, Stetson University College of Law
Sonia Green, John Marshall Law School, Chicago
Hether MacFarlane, University of the Pacific School of Law
Lou Sirico, Villanova University School of Law
Christopher Wren, Wisconsin Department of Justice

Date: May 14, 2010

RE: Report of Committee Activities

Committee Liaison: Mark Wojcik

Committee Charge: Since its last report in December 2009, the Committee remained charged with the following tasks:

- With the ALWD Blackwell Award Committee, planning the ceremony honoring the **2010** Thomas F. Blackwell Memorial Award recipient;
- Selecting a nominee for the **2010** Deborah Hecht Memorial Writing Contest Award and recommending that nominee to the LWI Board for approval; and
- Assisting the biennial conference site team in planning the 2010 awards ceremony at the June conference in Marco Island, Florida.

Completed Tasks:

- Mark Wojcik, Board liaison, worked with the ALWD Blackwell Award Committee to host the ceremony honoring Steve Johansen as the 2010 Blackwell Award recipient. The reception took place January 7, 2010 during the AALS annual meeting in New Orleans;
- The Committee recommended that the Board confer the 2010 Hecht Award on Dr. Jeremy Francis.

Activities/Tasks in Progress:

- The Committee is assisting the biennial conference site team in planning the 2010 awards ceremony at the June conference in Marco Island, Florida. The ceremony will honor Golden Pen Award winner William Burton, Hecht Award winner Dr. Jeremy Francis, and the recipients of the LWI and ALWD scholarship grants.
- The Committee is in the early stages of planning the conferral of the Courage Award during the ceremony also honoring the 2011 Blackwell Award winner. That ceremony will take place during the 2011 AALS annual meeting in San Francisco.
- The Committee is awaiting guidance by the Board as to when it will confer the next Golden Pen Award—whether at AALS in San Francisco, or at the 2013 LWI biennial conference. Until that decision is made, the Committee will not issue a Call for Nominations for that award or for the 2011 Courage Award.

Reflection/Assessment:

The Committee members are working together very well to accomplish the Board's charges.

We recommend that the Board appoint someone from a Northern California law school to assist with the plans for the ceremony in January 2011, unless the ALWD Blackwell Committee already includes a member from that region. This anticipated member could take the place of a current Award Committee member who may be ready to rotate off. Past experience shows that having a "resident" committee member to offer advice on catering, florists, etc. is vital for smooth planning.

COMMUNICATIONS AND WEBSITE COMMITTEE

Memorandum

To: LWI Board

From: David Thomson, Chair, Communications and Website Committee

Date: May 18, 2010

RE: Report of Committee Activities

Committee Liaison: Ruth Anne Robbins

Committee Charge: To coordinate and advance the various forms of communication the LWI maintains, including the Listserv, the Website, the Idea Bank, and the Futures Committees.

Completed Tasks:

Maintained and updated the LWI Website. (www.lwionline.org)

Established improved update process for the LWI Website by appointing Gabe Teninbaum as co-chair of the Website Committee.

Assisted Jane Gionfriddo with the design and implementation of the Monograph Project on the LWI Website. (www.lwionline.org/monograph.html)

Designed and installed (through Montana Banana) a search function on the LWI Website, including the Monograph Project materials. (www.lwionline.org/search.html)

Designed and installed a new page for the two LWI Stores (CafePress and Lands End). (www.lwionline.org/lwistore.html)

Designed and developed the LWI Wiki site, presented it to LWI Board for approval in May 2009, and began to roll it out to Committee use only in 2009 – 2010. (<http://wiki.lwionline.org>)

Assisted Plagiarism Committee with transition to the wiki site, completed in February, 2010. (<http://wiki.lwionline.org/index.php/Plagiarism>) Three other Committees have begun their migration to the wiki since then.

Established Twitter accounts for the LWI and the LWI 2010 Conference. (http://twitter.com/LWI_2010Conf)

Established an ad hoc group of Twitter users to use and advocate for twitter use at the LWI Conference. (Professors John Mollenkamp, Hollee Temple, Tracy McGaugh and myself)

Involved in discussions about the LWI 25th Anniversary logo design.

Various discussions with Chairs of the communications-related Committees concerning technical issues: Carol Wallinger (Idea Bank), Kristen Murray (Futures), and Kathy Sampson (Listserv).

Served as a consultant to Board members and numerous committee members concerning various communications needs of the organization and of individual committees.

Activities/Tasks in Progress:

I have been working for some time with Kristen Murray and Gabe Teninbaum to transition the various committees of the LWI to the wiki site for their communications needs. This work has been slow, and hampered by the complexity of the wiki software installed by Montana Banana (MB), and MB's slow response time to inquiries and requests for assistance. But the project is ongoing, and it is hoped much of it will be complete in time for the LWI Conference in Marco Island.

Reflection/Assessment:

I look back on the last two years proud of many of our communications-related accomplishments, but with some trepidation. These projects have been incredibly difficult, time consuming, and – in many cases - very technical in nature. Also, I wish that our relationship with Montana Banana were better. It is not that they are difficult people - they are fine – but we are not a big account for them, and it is hard to get their attention sometimes.

My trepidation comes from my belief that there are no easy solutions to these two concerns. The work of this committee is among the most complicated and technical of all the committees of the LWI. And, barring a significant amount of money being shipped in the direction of MB, we are not likely to get better service from them. So I remain concerned about the future of this combined committee – or group of committees – without someone to oversee them all. (With my election to the LWI Board, I will be stepping down as Chair of the Communications and Website Committee).

**COMMITTEE ON COOPERATION AMONG CLINICAL/EXTERNSHIP
AND LEGAL WRITING FACULTY**

Memorandum

To: LWI Board

From: Ariana Levinson, Committee Chair
Catharine Dubois, Colorado
Elizabeth Fajans, Brooklyn
Miki Felsenburg, Wake Forrest
Thalia Gonzalez, Denver
Tonya Kowalski, Washburn
Amy Langenfeld, Arizona State
Patricia Legge, Rutgers Camden
Amy Vorenberg, Franklin Pierce
Hazel Weiser, SALT

Date: May 11, 2010

RE: Report of Committee Activities

Committee Liaison: Cliff Zimmerman

Committee Charge:

To find active ways to foster collaboration at a local and national level about the teaching of lawyering skills.

Completed Tasks:

Posted sample student work annotated by clinical and legal writing professor.

Posted an article demonstrating one model of collaboration between clinical and legal writing professors.

Activities/Tasks in Progress:

Creating a bank of sample student work annotated by clinical and legal writing professors.

We have collected a number of student works annotated by clinicians, but few of us were able to annotate them.

We should have one more sample posted by the end of our term and plan to use it as a handout at the conference.

Providing write-ups of several model collaborations between clinical and legal writing professors.

We were able to provide the one excellent example supplied by Tonya's article but would like to have other models posted as supported by the committee as appropriate models.

Reflection/Assessment:

The committee was a great opportunity for us to discuss collaboration and learn from each other and to hear from some clinicians. The annotation project and the project to identify and support models of collaboration will definitely be useful to legal writing and clinical professors. Unfortunately, the time demands on untenured faculty make it difficult to maximize the committee's potential. In the future, it might be helpful if someone could attend a clinical conference as an ambassador from the committee, or, perhaps if the committee could sponsor a conference focused on collaboration. We started to collect information about cooperation with professors teaching externships but were unable to make strides on the project. That might be a starting point for the next committee. Other suggestions are to finish the bank of annotated documents and add checklists for various clinical documents to the bank as well.

**COMMITTEE ON COOPERATION BETWEEN PRO BONO AND LEGAL
WRITING PROFESSORS**

Memorandum

To: LWI Board

From: Jamie R. Abrams, Committee Chair(s)

Board Members:

Tracy Bach (Vermont)
Sarah Ricks (Rutgers-Camden)
Nantiya Ruan (Dickinson)
Wendy Shea (Southern U.)
Gabrielle Stafford (Colorado)
Amy Vorenberg (Franklin Pierce)
Susan Wawrose (Dayton) (advisory)

Date: May 15, 2010

RE: Report of Committee Activities

Committee Liaison: Anne Enquist (Seattle)

Committee Charge:

Our committee works to find active ways to promote pro bono work, whether in the Legal Writing classroom or as part of professional development.

Reflection/Assessment:

This committee remains quite inactive. We've hosted two conference calls and maintained some minimal email activity. This is quite unfortunate given the recent activity for new graduates and law students in pro bono work. I welcome any guidance or suggestions from the LWI leadership as to how to active and energize the mission.

**GLOBAL LEGAL WRITING SKILLS/INTERNATIONAL OUTREACH
COMMITTEE**

Memorandum

To: LWI Board

From: Global Legal Writing Skills/International Outreach Committee

Chair: Cynthia Adams (IU)

Members: Karen Bysiewicz (Penn State), Juli Campagna (John Marshall-Chicago), Nancy Burkoff (Pittsburgh), Elizabeth Inglehart (Northwestern), Debra Lee, Jason Palmer (Stetson), Susan Wawrose (Dayton), Scott S. Wishart (Univ. of Navarra-Spain), Emily Zimmerman (Drexel)

Date: May 18, 2010

RE: Report of Committee Activities

Committee Liaison: Tracy McGaugh (Touro)

Committee Charge:

The Committee's charges are:

- 1) to develop and maintain a list of resources for students and professors teaching non-U.S. students on the LWI website,
- 2) to develop or provide support for international conferences or teaching abroad opportunities, and
- 3) to advise the LWI Board about international programs LWI should be developing (if any).

Completed Tasks:

LL.M. Syllabus Bank:

The Committee has compiled and posted to the Syllabus Bank on the LWI website a listing of various syllabi for LL.M. courses.

Faculty Exchange Form:

The Committee has developed and posted to the LWI website a faculty exchange form for those interested in inviting a professor from another country to visit their school.

Poster for LWI Conference:

Committee members Juli Campagna and Susan Wawrose have created a fabulous committee poster for the LWI Conference.

Activities/Tasks in Progress:**List of Courses Offered to International Students:**

Creating a list of courses taught to international LL.M. students at various U.S. law schools. This listing includes legal research/writing courses, other lawyering skills courses, and Legal English courses or programs offered to international LL.M. students. We have received responses from law schools nationwide and are compiling the information for posting on the website.

Visibility Issues on Website:

The faculty exchange form is not posted in a visible place for membership use. We are working to get this information, as well as the list of course offerings, in a logical place for easy membership access.

TESOL-Related Projects

One of the goals of the Committee's poster presentation at LWI is to encourage LWI members teaching ESL students to join TESOL and consider subscribing such sections as Special Interest Group, English for Special Purposes, Higher Education, Writing for Academic Purposes, and Reading.

Updates for LWI Webpage:

It is an ongoing task of the Committee to update the LWI webpage that lists resources for teaching ESL and non-U.S. law students, the syllabus bank, and listing of course offerings.

Reflection/Assessment:

We are pleased with our accomplishments thus far. Most of our members have given a great deal of time to realize our goals. Our members are heavily involved in teaching non-U.S. law students and have extensive experience in this area. Their commitment to and passion for working with non-U.S. law students are evidenced by their great contributions to this Committee. As Chair of this Committee, I can't say enough good things about our Committee members; it has been a true pleasure to work with each of them, and I look forward to collaborating with them in future projects.

Things to consider in the future: a webinar that would include non-U.S. attendees/presenters who teach legal skills and inviting TESOL representatives to speak at LWI regional or national conferences.

V COMMITTEE



LegalWriting
institute

Memorandum

To: Board of Directors, Legal Writing Institute
From: Kathryn Sampson (University of Arkansas),
Committee Chair

Chair: Kathryn Sampson (Arkansas)
Michelle Cue, Technology Chair (DePaul)

Advisory: Judy Rosenberg (Northwestern) Ken Chestek
(Indiana University)

Members: Daphne O'Regan (Michigan State)
Allison Ortlieb (DePaul)
Communications Committee Liaison:
David Thomson (Denver University)

Date: May 2010

RE: Report of Committee Activities

Committee Liaison: Judy Rosenbaum (Northwestern)

Committee Charge:

Continue to develop policies as appropriate. Maintain listserv and correct any functional difficulties.

Completed Tasks:

The listserv chair continues to focus on public and private policy initiatives, convenes committee meetings, and spearheads listserv committee newsletter (projected August 2010 publication or next one), and b) the "technology chair" or

"tech chair" has assumed primary responsibility for technical maintenance of the listserv and correction of functional difficulties.

1) As of May 2010, and Kim Phillips' departure from listserv governance, Michelle Cue of DePaul has agreed to take on the responsibilities of technology chair. Prior to Michelle's training, Kathy Sampson is serving as interim technology chair.

Before departing, Kim Phillips provided a detailed operations document for use by the chair and tech chair in maintaining the list. The apparently routine activities of the tech chair increase in intensity during the months of August/September, as program changes are implemented. **Details about Listserv technical operations appear at 3) in this report. The operations document Kim Phillips produces is an addenda to this document.**

2) In anticipation of the 2010 LWI Meeting, projected publication of Volume 2, Issue 1 of the Lisserv Thanks and Congrats newsletter is July/August 2010. Volume 1 was published via the Legal Writing Prof Blog, with long-range plans to have the newsletter posted directly to the LWI Website. The current urls follow:

<http://lawprofessors.typepad.com/legalwriting/2009/03/inaugural-issue-of-lrwprofl-community-news.html>

and

<http://lawprofessors.typepad.com/legalwriting/2009/10/newest-issue-of-thanks-congrats-newsletter.html>

3) Details about Listserv operations

The Legal Writing Institute (LWI) maintains two listservs: the LWI-NET, a non-discussion listserv used for direct communication to all LWI members; and the LRWPROF-L, a voluntary, closed discussion listserv for those who teach legal writing. The LWI Listserv Committee Technical Chair adds and deletes members from the LWI-NET and LRWPROF-L, otherwise maintains subscription information, and trouble-shoots for individual members as outlined below.

Yonna Shaw (Mercer School of Law) manages the LWI membership. Every month she e-mails the tech chair a list of the names of new members and changes to current members' e-mail addresses. The tech chair manages those additions and changes to and deletions from the LWI-NET online at <https://listserv.iupui.edu>

Monthly, the tech chair receives, on average, between five and twenty requests from legal writing professors (and those associated with legal writing). Some members will ask the tech chair to add or delete them from the LRWPROF-L. The tech chair manages those subscription requests online at <https://listserv.iupui.edu>. The tech chair also receive requests from members who ask for a change to their e-mail address, their subscription type (normal or digest), and their mail delivery (temporary disablement of their mail delivery). Although the tech chair makes some requested changes, the tech chair encourages members to manage their own LRWPROF-L subscriptions by sending them the following e-mail:

Once I have added you to the LRWPROF-L, you may maintain your subscription at <https://listserv.iupui.edu/cgi-bin/wa-iupui.exe?HOME>. The first time you access the site, you will create a password. Once you receive your password, you can manage your own listserv subscription. For example, you may choose to receive listserv e-mails in the digest form instead of receiving them as individual e-mails. You may also temporarily disable mail delivery if you are going out of town or are on leave.

Finally, the tech chair helps LRWPROF-L members who are having technical difficulties with their subscriptions. The most common problem is that members are unable to post to the LRWPROF-L. The tech chair resolves many of these issues by making changes to the member's subscription e-mail address; however, sometimes members must consult with their schools' IT departments to resolve these issues. The tech chair also often consults with Ken Chestek, who is located at Indiana University, where the databases are stored, to help resolve technical issues with members' subscriptions.

Reflection/Assessment:

The tenor and content of listserv discussions has been positive and generally on-topic. Spates of congratulatory circles still develop in listserv discussions but participants seem to be mindful of the Commons environment the listserv committee works to maintain.

The listserv remains a legitimate vehicle for news of status improvements, successful conferences, publications, and so forth, because such news informs the legal writing community about events and changes that benefit all. The listserv committee endeavors to maintain a clear vision of the goals and the role of the listserv and the thanks and congrats newsletter posted on the web site, sent to new members, and emailed annually relieve sthe pressure on the chair of the listserv committee and remind members of the reasons for this division.

:kas

Attachment: Listserv Operating Procedures (by Kim Phillips)

LRWPROF-L MEMBERSHIP: TECH CHAIR INSTRUCTIONS

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THE LISTS: LWI-NET AND LRWPROF-L

The Legal Writing Institute (LWI) maintains two listservs: the LWI-NET, a non-discussion listserv used for direct communication to all LWI members; and the LRWPROF-L, a voluntary, closed discussion listserv for those who teach legal writing. As the LWI Listserv Committee Technical Chair, you manage members' subscriptions to the LWI-NET and LRWPROF-L.

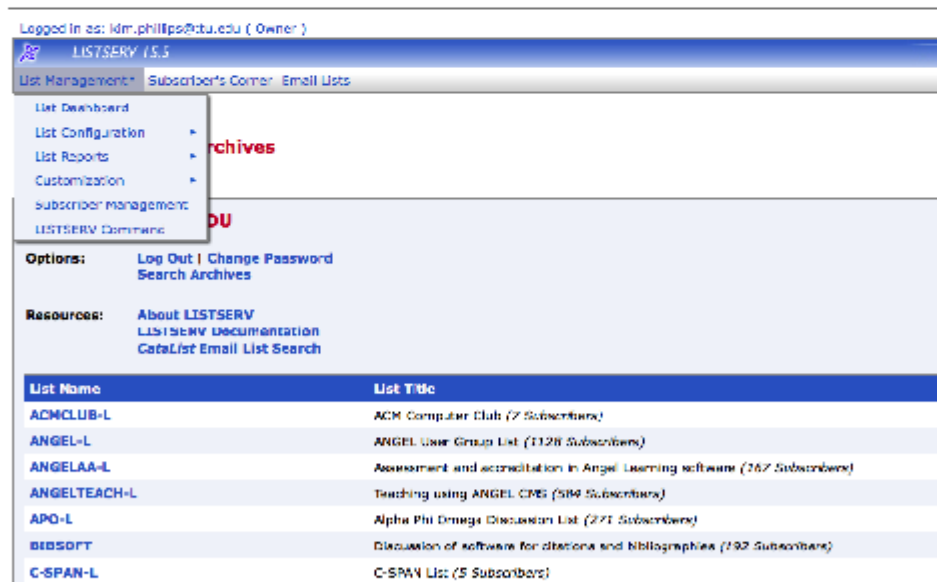
ACCESSING THE LISTS

To access either list (make sure Ken Chestek has made you an owner of both lists – send him an e-mail at kcchestek@iupui.edu), log in at <https://listserv.iupui.edu/cgi-bin/wa-iupui.exe?HOME>.

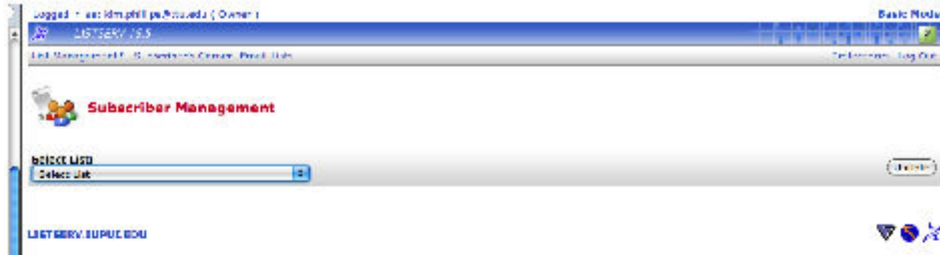




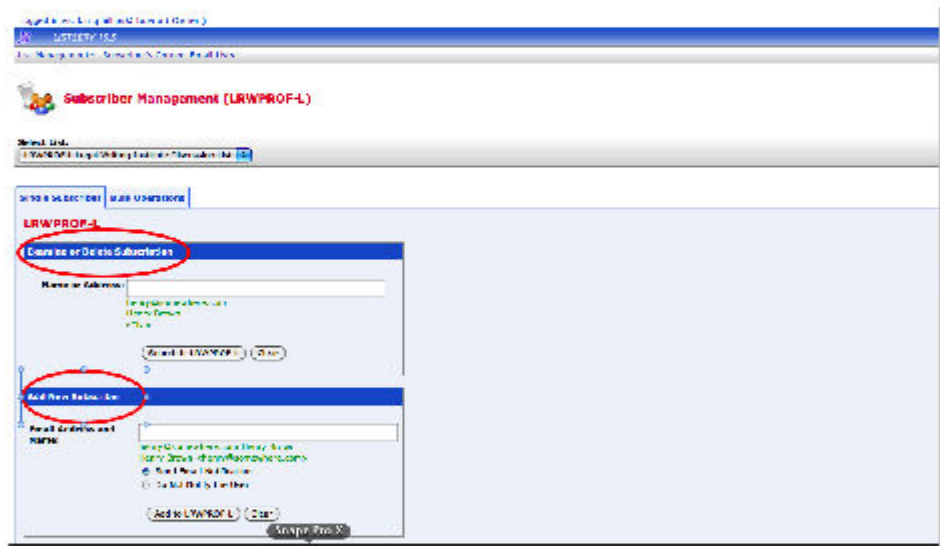
Next, choose the list you want to manage on by clicking on the “Subscriber Management” option under the “List Management” tab.:



Then choose the appropriate list:



Doing so will take you to the list management screen – this screen is where you make changes to the lists (this screen looks the same for either list). On this screen, you can add new members or access an existing member’s account (to delete or manage their subscription).



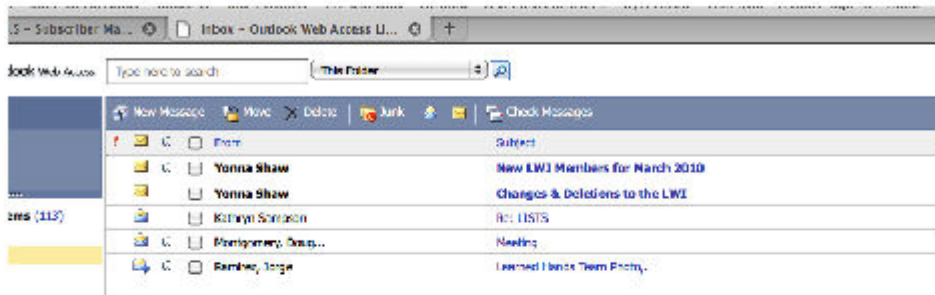
To add a new subscriber, you type in their name and e-mail address as follows:

Kimberly Phillips <kim.phillips@ttu.edu> and press “Add New Subscriber.”

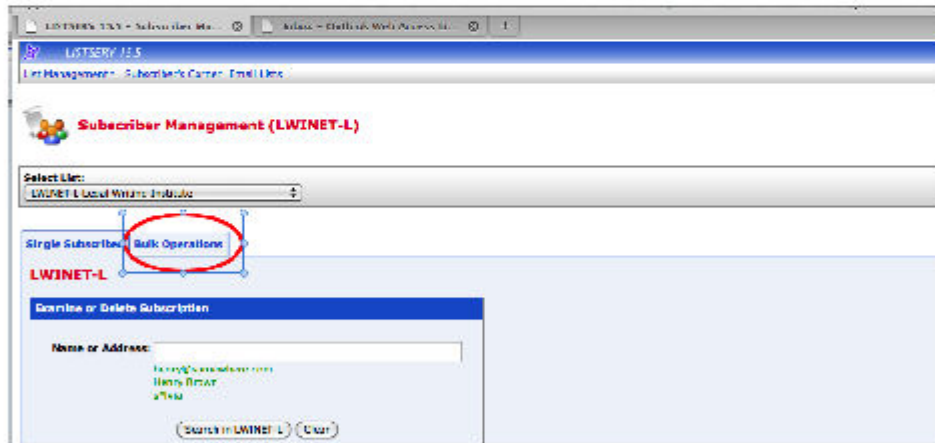
To examine or delete an existing member’s account, you type their first or last name or e-mail address. If you have used one option and do not find their account, try one of the other options. I have found some members by using their first name (when, for example, their account did not show-up under their last name). Sometimes current members are not actually on these online lists; if appropriate, you add them to the list.

SPECIFICS ON THE LWI-NET MEMBERSHIP LIST

Yonna Shaw (Mercer School of Law; shaw_yw@law.mercer.edu) manages the LWI membership, and every month she e-mails you a list of the names of new members and changes to current members' e-mail addresses (she also sends other information, such as addresses, etc., but you do not keep up with that information on the LWI-NET list);



As an option to adding new members one-by-one, you can quickly add the list of new members to LWI-NET by using the “Bulk Operations” tab.



First, edit the Word Perfect file Yonna sends you to include only the following: Name and <e-mail address>; do not skip lines between entries.

Go from this format in the original document:

Sohail Anwar, Advocate
15-A Changa Housing
Airport Road
Quetta, PAKISTAN
99-933-7256476
sohailanwaradvocate@gmail.com

Lisa Dlodgett, Visiting Assistant Professor
Univ. Of Oklahoma College of Law
200 Tinsford Rd.
Norman, OK 73019
405.245.9364
ldlodgett@ou.edu

Iris R. Canino
Lib. Punto Oro
4541 Goughridge St.
Ponce, PR 07253-2050
caniroderecho@yahoo.com

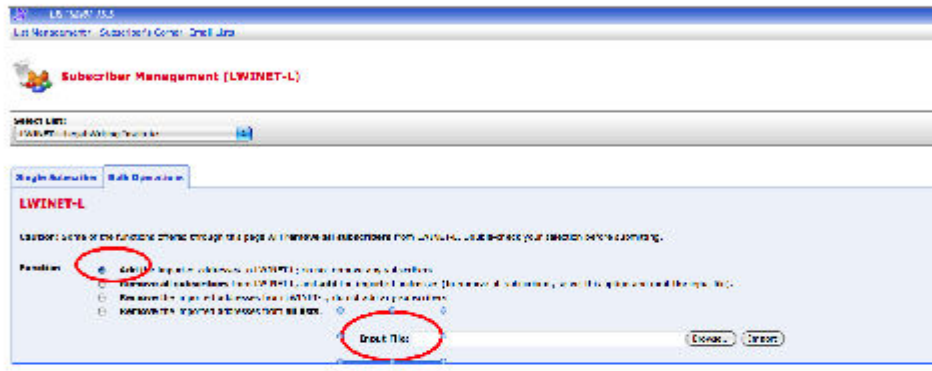
To this format:

Sohail.Anwar<sohailanwaradvocate@gmail.com>
Lisa.Dlodgett@ou.edu

Iris R. Canino
Lib. Punto Oro
4541 Goughridge St.
Ponce, PR 07253 2050
caniroderecho@yahoo.com

Karen Canino, Legal Editor
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3647 Front Royal Drive
Colorado Springs, CO 80919
719.338.0317
kmling@comcast.com

Next, after editing, create a .txt file from the edited Word Perfect document by clicking “save as” and picking the .txt extension. You may then use the bulk operations function (instead of adding members one-by-one) to download the list of new members. Choose the “Add the imported addresses” button, and then choose “Browse” to find your saved .txt document and click “Input File.” Your list of names is now added as new members of LWI-NET. Do not automatically add new members of LWI-NET as new members of the LWRPROF-L. Only add people who specifically request to become members of the discussion list (and who qualify to join the list).



I usually save Yonna’s e-mails and my new member .txt files for back up. However, you do not keep an official back-up list for the entire LWI-NET membership (as you do for the LWRPROF-L).

SPECIFICS ON THE LWRPROF-L MEMBERSHIP LIST

Monthly, you also receive on average between five and twenty requests from legal writing professors (and those associated with legal writing) who ask you to add to or delete them from the LRWPROF-L. Do not use the bulk operations for these requests; add these members one-by-one. You will also see an option to “notify member”; you should choose this option when you make additions, changes, and deletions to the LRWPROF-L.

Subscriber Management (LRWPROF-L)

Select List:
LRWPROF-L Legal Writing Institute Discussion List

Single Subscriber | Bulk Operations

LRWPROF-L

Examine or Delete Subscription

Name or Address:

henry@somewhere.com
Henry Brown
s*lvb

Search in LRWPROF-L Clear

Add New Subscriber

Email Address and Name:

henry@somewhere.com
Henry Brown <henry@somewhere.com>

Send Email Notification
 Do Not Notify the User

Add to LRWPROF-L Clear

Review List Members: [In Browser](#) | [By Email](#)

You also receive requests from members who ask you to change their e-mail address, their subscription type (normal or digest), and their mail delivery (temporary disablement of their mail delivery). Although I made many of these requested changes myself, I also tried to encourage members to manage their own LRWPROF-L subscriptions by sending them the following e-mail:

Once I have added you to the LRWPROF-L, you may maintain your subscription at <https://listserv.iupui.edu/cgi-bin/wa-iupui.exe?HOME>. The first time you access the site, you will create a password. Once you

(UNC adjunct)). Every two weeks or so, you will send this .txt file to Kathy Sampson. She keeps a copy as a “back-up” to the back-up file.

If you have any questions, you may contact Kathy Sampson. Judy Rosenbaum (j-rosenbaum2@law.northwestern.edu) is also a great resource (she maintained the LWRPRO-L for eons).

MONOGRAPH SERIES COMMITTEE

Memo to: LWI Board
From: Jane Kent Gionfriddo, Out-going Editor-in-Chief
Re: Summary of status of Monograph Series; budget request
Date: May 14, 2010
Cc: Susan DeJarnatt, In-coming Editor-in-Chief; David Thomson, Chair of LWI Web Site and Communications Committee

Summary of Status of Monograph Series (<http://www.lwionline.org/monograph.html>).

In late August 2009, the first volume of the Monograph Series entitled “The Art of Critiquing Written Work” was finished and posted to the LWI web site at http://www.lwionline.org/monograph_volume_one.html, under the auspices of the Editorial Board that included Jane Gionfriddo, Editor-in-Chief, and Board members Susan DeJarnatt (Temple), Steve Johansen (Lewis & Clark), Alison Julien (Marquette), and Kathy Vinson (Suffolk).

During the fall, the Editorial Board proceeded to draft Editorial Board Membership Policies and Procedures, which were approved by the LWI Board in February 2010 and took effect as of March 1, 2010. Under section 5 of these policies and procedures, which discussed the transitional phase, Steve Johansen, Alison Julien and Kathy Vinson each agreed to remain on the Board for respective terms that would expire in Summer 2012. In addition, Susan DeJarnatt applied and was approved by the LWI Board to become the new EIC, beginning as of the LWI Conference in June 2010. Jane Gionfriddo agreed to be an unofficial advisor to Susan DeJarnatt during the process of completing Volume Two.

In March-April 2010, the Monograph Series Editorial Board solicited applications for the five remaining Board positions, discussed the candidates, and submitted its recommendations to the LWI Board for approval. Assuming that the LWI Board approves these candidates, Jane Gionfriddo will then contact those chosen and those not chosen and announce the decisions to the legal writing community. Finally, the Managing Editor will be chosen once Susan DeJarnatt becomes EIC.

Beginning in July, the new Editorial Board under the leadership of Susan DeJarnatt will begin the process of selecting articles for Volume Two, which will be “The New Teachers’ Deskbook.”

Budget Request of up to \$2000 for Volume Two.

The first volume, which included setting up the foundational part of the LWI web site for the Monograph Series and posting the volume, cost approximately \$1000. We are requesting that the Board authorize up to \$2000 for the next volume for the following two reasons. First, while the overall format and main page for the Monograph Series is up and running, and changes to

that will not cost that much, there is the following cost that we did not have for Volume One. Any articles that are old enough that we won't have access to them in Word format will need to be scanned in, with optical character resolution. This kind of scanning is not the kind that can be done by most law faculty support offices since the scanning equipment must be very high quality (and expensive) so that it has high resolution and the capability to scan with optical character resolution. This is very important since articles that are scanned in without OCR are just "pictures" of the pages and therefore have minimal search capability. While the current natural language searching capability for the LWI web site will not work for scanned articles with OCR, in the future LWI might consider buying a search engine like Ex Libris Digitool that would be able to search these articles in the Monograph Series and in the LWI Journal that were not available in Word format but were scanned in with OCR capability. While I convinced someone to scan in these articles essentially for free for Volume One, this person won't be available for future volumes.

Second, Susan DeJarnatt and the Editorial Board may want to change the format for Volume Two so that the "volume" appears even more like an actual book, with pages that "turn," technology that is currently available but that could cost somewhat more than the format of Volume One.

MOOT COURT ADVISORS COMMITTEE

Memorandum

To: LWI Board

From: *Committee Co-Chairs*

Jim Dimitri, Indiana University School of Law – Indianapolis
Melissa Greipp, Marquette University Law School

Committee Members

Coleen Barger, UALR – Bowen School of Law
Jason Cohen, Rutgers School of Law – Camden
Allison Martin, Indiana University School of Law – Indianapolis
Jessica Slavin, Marquette University Law School

Date: May 18, 2010

RE: Report of Committee Activities

Committee Liaison:

Robin Boyle Laisure, St. John's University School of Law

Committee Charge:

1. To gather and disseminate information about law school moot court programs and competitions; and
2. To facilitate communication about moot court among members of LWI.

Completed Tasks:

- September 2008: Creation of the committee.
- September 2008 to present: Formation and maintenance of a Moot Court Advisors Listserv (mootcourtadvisors-L@listserv.iupui.edu). The listserv currently has 194 subscribers.
- September 2008: Creation of the committee charge and list of activities/tasks.
- January 2009: Creation of two sub-committees. The first sub-committee, consisting of Melissa Greipp and Jim Dimitri, was assigned to draft model moot court judging guidelines. The second sub-committee, consisting of Jessica Slavin, Allison Martin, and Jason Cohen, was assigned to draft model moot court competition rules.

- January 2009: Solicited advice from subscribers to the LWI Moot Court Advisors Listserv regarding ideas for the model judging guidelines.
- December 2009: Melissa and Jim completed and exchanged drafts of the model judging guidelines for critique and further development. Jessica, Allison, and Jason completed a comprehensive draft of the model competition rules.

Activities/Tasks in Progress:

- Melissa and Jim will work to finalize a draft of the model judging guidelines for circulation among the committee members and eventually among the subscribers to the LWI Moot Court Advisors Listserv. After comments from the committee and listserv subscribers, Melissa and Jim will put the guidelines into final form for publication and distribution.
- Jessica, Allison, and Jason will discuss several proposed rules that may be added to the draft of the model moot court competition rules.
- The committee is considering the following future projects:
 - Creation of a LWI Moot Court Committee newsletter that would go to interested LWI members.
 - Creation of a database/contact list of people who either teach appellate advocacy or administer moot court.
 - Organization of an appellate advocacy/moot court conference. Such a conference could advance conversations about appellate practice on a theoretical and practical level. It would also provide an opportunity for people teaching appellate advocacy and administering moot court to exchange ideas.
 - Creation of a database of moot court programs and competitions across the country. The database would describe each school's program.
 - Creation of materials that would provide advice on how to find and retain good judges, how to draft effective moot court problems, and how to motivate students to succeed at national competitions.
 - Development of a guide for faculty advisors to moot court competitions.
- The committee has scheduled a moot court advisors' roundtable discussion for this year's LWI Conference. As this roundtable, moot court advisors will be able to exchange ideas on how to administer their in-house competitions and how to prepare students for national competitions.
- The committee will meet at the LWI Conference to discuss our progress on our current projects and to plan future projects.
- The committee will participate in the committee fair at the LWI Conference.

Reflection/Assessment:

The committee's progress on current committee projects has been slow because of the committee members' teaching and scholarship responsibilities. Because the committee has many tasks that it would like to undertake, the addition of new committee members would be helpful. This is something that the committee will likely discuss at the LWI Conference.

PLAGIARISM COMMITTEE

Memorandum

To: LWI Board

From: Plagiarism Committee: Brenda D. Gibson (N. C. Central U.), Craig Lawson (Neb.), Jennifer Brendel (Loyola-Chicago), Rebekah Hanley (U of Ore.), M. Lisa Bradley (Gonzaga-chair).

Date: May, 2010

RE: Report of Committee Activities

Committee Liaison: Linda Berger (Mercer)

Committee Charge:

Original:

1. "Update the LWI resources to include information about electronic materials and plagiarism."
2. "Among other things, suggestions have been made to the Board that the brochure available on the LWI website should be updated to reflect the relatively greater availability and use of electronic resources."

Additional:

1. Work with David Thomson to create a wiki site for the LWI online plagiarism pages.

Completed Tasks:

1. Review of the recently published article: Carol M. Bast & Linda B. Samuels, *Plagiarism and Legal Scholarship in the Age of Information Sharing: The Need for "Intellectual Honesty."* A subcommittee made a preliminary recommendation to not post on the plagiarism webpage as the target audience is not the LWI community. The full committee agreed. Recommendation: Not to include on webpage.
2. Review of the LWI brochure:
 - A. A subcommittee has identified possible areas where electronic media could be added including two new hypotheticals. They were added as hypotheticals # 10 and #11.

- B. The committee identified the need to change the referenced ALWD and Bluebook rules to conform with the more recent editions.
 - C. Other minor corrections were made to the brochure, including changing the LWI host school and copyright symbol.
 - D. The brochure was posted to the new wiki webpage.
- 3. Additional, updated electronic resources have been added to the wiki web page.
 - 4. The plagiarism wiki web page is now complete and in place.

Activities/Tasks in Progress:

None. All tasks have been completed.

Reflection/Assessment:

The committee enjoyed working with David on the new system which will allow committees to update their web pages.

The old LWI plagiarism web page ceases to exist. It has been replaced with the new wiki page.

The committee suggests an overall review of the entire LWI Plagiarism brochure be conducted, the intent being to update it.

PROFESSIONAL DEVELOPMENT COMMITTEE

Memorandum

To: LWI Board

From: Professional Development Committee

Susan E. Provenzano (Co-Chair), Northwestern University School of Law

Karen J. Sneddon (Co-Chair), Mercer University School of Law
Andrew Solomon (Co-Chair), South Texas College of Law

Linda S. Anderson, Stetson University College of Law
Ted Becker, The University of Michigan Law School
Deborah Borman, Northwestern University School of Law
Mark Burge, Texas Wesleyan University School of Law
Susan Chesler, Arizona State University
Jennifer A. H. Hodge, Department of Justice
Lucy Jewel, John Marshall Law School
Alice Perlin, Loyola University, Chicago, School of Law
Susan Spies Roth, Northwestern University School of Law
Natalie Tarenko, Texas Tech University School of Law
Catherine Wasson, Elon University School of Law

Date: May 18, 2010

RE: Report of Committee Activities

Committee Charge:

Message from the LWI Board: This committee should have sub-groups. The committee is a reformed version of two committees who were overlapping in purpose/scope. There are three main goals of this committee:

1. Provide resources for legal writing professors regarding ways to improve/hone presentation skills.
2. Work with the website/communications and listserv committees to create a database of FAQ's in legal writing.
3. Interface with Academic Support professors to provide searchable database of information to improve our teaching.

The committee was divided into three sub-groups to address the three charges. This report briefly addresses each charge in turn.

Charge 1: Providing resources for legal writing professors regarding ways to improve/hone presentation skills.

Karen J. Sneddon (Co-Chair), Mercer University School of Law
Linda S. Anderson, Stetson University College of Law
Mark Burge, Texas Wesleyan University School of Law
Susan Chesler, Arizona State University
Jennifer A.H. Hodge, George Mason University School of Law
Lucy Jewel, John Marshall Law School

Completed Tasks:

1. Presentation at the 2010 LWI Conference

- A. A Panel presentation for the LWI Conference has been developed.
- B. The presentation is entitled “ Crowd Pleasers – How to Propose, Submit, and Deliver Stellar Presentations.” The panelists will be Linda Anderson, Lucy Jewel, and Marge Burge. Brooke Bowman will serve as moderator.
- C. The panel presentation will be held on Tuesday, June 29, 2010.

2. Development of Resource Packet

- A. As a complement to the panel presentation at the LWI Conference, a Resource Packet will be distributed to presentation attendees.
- B. The Resource Packet includes a variety of material to enable professors to improve and hone their presentation skills. The Resource Packet includes a variety of information including the following: description of the attributes of an effective presentation; information on creating engaging powerpoints and other visual aids; suggestions on preparation; tips about minimizing anxiety and handling technological mishaps; a bibliography; and audio recordings of conversations with seasoned presenters.
- C. In addition to being distributed to presentation attendees, the Resource Packet will be posted on the Committee Wiki on the LWI website.

3. Launching of Individual Essays Project

- A. As part of the Presentation, the Sub-Group will also launch the individual essays project. On the Committee Wiki will be a compilation of a variety of essays from LWI members. The members of the Sub-Group have contributed essays to begin the group of essays.
- B. During the presentation, individuals will be invited to contribute an essay and a subsequent essay will be posted on the LWI list-serv. All essays will be submitted to Karen Sneddon no later than August 12, and they will subsequently be posted on the wiki.

Activities/Tasks in Progress:

1. Poster Presentation

As requested, the Committee is preparing a poster highlighting the work of the Committee for the LWI Committee Fair on June 28. This Sub-Group is spearheading the preparation of the Committee Poster.

2. Upload of Resource Packet and Individuals Essays on the Committee Wiki

David Thomson is facilitating the development of the Committee Wiki to post the Resource Packet and Individual Essays. Both projects are described in detail above.

Reflection/Assessment:

This Sub-Group has been enthusiastic and productive about the projects. To that end, this Sub-Group has developed a variety of resources to help professors improve and hone their presentation skills. This material will be available on the LWI website so that individuals will be able to consult as needed. The charge to this sub-group has been fulfilled.

Charge 2: Work with the website/communications and listserv committees to create a database of FAQ's in legal writing

Andrew Solomon (Co-Chair), South Texas College of Law
Ted Becker, The University of Michigan Law School
Hillary Burgess, Hofstra University School of Law
Natalie Tarenko, Texas Tech University School of Law
Catherine Wasson, Elon University School of Law

Completed Tasks:

The second charge of the Professional Development Committee was a carry-over of the work started by the former Teaching Resources Committee chaired by Catherine Wasson, who was primarily assisted by Ted Becker, Natalie

Tarenko, and Linda Berger. The other members of that Committee were Jessica Price, Mary Trevor, and Chris Trudeau. John Mollencamp assisted with some of the technical stuff.

The Teaching Resources Committee and then subsequently our sub-committee of the Professional Development Committee undertook a huge project – combing the listserv archives going back to 2002 and pulling out all threads on teaching issues (e.g., dealing with visually impaired students, ideas for teaching statutory interpretation, etc...). The Committees also focused on compiling threads and resources related to writing and composition. Linda Berger of the Teacher Resources Committee also put together a bibliography of classic works. It is my understanding that Catherine Wasson and Ted Becker have all of the material that have been compiled to date.

Activities/Tasks in Progress:

After slogging through the hard part of going through six years of listserv archives, our sub-committee was ready for the fun and final part -- organizing the material by subject, editing it, and then making it available via the website.

Reflection/Assessment:

This final step of the process, identified in the activities/tasks in progress section, should have been accomplished by my sub-committee and I apologize for not seeing that it was accomplished. So, that's the part of the project that still needs to be accomplished. To be perfectly honest, the sub-committee needs a new leader, someone more committed to the importance of this project. I am certainly not that person. I hope this summary is helpful. Let me know if you need anything further

Charge 3: Interface with Academic Support professors to provide searchable database of information to improve our teaching.

Susan E. Provenzano (Co-Chair), Northwestern University School of Law
Deborah Borman, Northwestern University School of Law
Alice Perlin, Loyola University, Chicago, School of Law
Susan Spies Roth, Northwestern University School of Law
Natalie Tarenko, Texas Tech University School of Law

Reflection/Assessment:

Charge #3 was to “interface with Academic Support professors to provide a searchable database of information to improve our teaching.” The LWI Board agreed that the sub-committee captured the mission of that charge with the stated goal of providing resources for “improving faculty teaching skills and improving law students' writing and analytical skills.” Several

months after our charge was assigned, Ruth Ann McKinney's outstanding "Law School Academic Success Project" went live: <http://lawschoolasp.org/acknowledgements.php> This web resource was funded by an LSAC grant, and provides comprehensive teaching resources for ASP professionals and administrators, as well as comprehensive learning resources for students.

As we examined the site in more detail, it became clear that the resources we had contemplated creating already existed in the Law School Academic Success Project website. With Board approval, we determined that the best way to approach our charge given this development was to find ways to publicize this website and call attention to specific resources that would be of greatest interest to LRW professionals. The "Completed Tasks" and "Activities/Tasks in Progress" below indicate what we have done and will be doing to complete our work on Charge 3.

Completed Tasks: We have analyzed the Law School Academic Success Project (LSASP) site with an eye towards identifying the resources that overlap most with LRW and student learning. We are in the process of creating a webpage to publicize this information within the LWI site. Our goal with this page is to increase LRW professionals' awareness of this resource and to drive traffic to the site rather than attempting to duplicate or compete with it.

We have completed draft descriptions of each major element of the LSASP site with the highest appeal to LRW professionals. We will be finalizing those descriptions this week. We will then send the descriptions to Ruth Ann McKinney for her review.

Activities/Tasks in Progress: After Ruth Ann reviews our draft descriptions, we will revise and send them to David Thomson. David will set us up with a LWI wiki site, where we can input the descriptions to create the LWI-LSASP publicity page.

LWI SCHOLARSHIP GRANTS COMMITTEE

Legal Writing Scholarship Grants Committee – Mid-Year Report

This subcommittee, co-chaired by Robin Wellford-Slocum and Sarah Rick, had two tasks: to mentor applicants for scholarship grants and to make recommendations for scholarship grant recipients. In conjunction with a committee from ALWD, the joint committee mentored and evaluated scholarship grants and recommended recipients to the LWI and ALWD Boards. As a result, LWI funded two grants for a total of \$10,000: Danton Berube, (Detroit-Mercy): *Are "Clickers" Just Fun or Do They Actually Work?: A Randomized Experiment Measuring the Efficacy of Student Classroom Response Devices As an Aid To Mastering the Fundamentals of Legal Research*; and Amanda Smith (Widener): *Preparing for Practice from Behind the Bench*. For 2010, funding for the scholarship grants was provided not only by LWI and ALWD but also by LexisNexis, which contributed \$10,000 to fund the scholarship of two additional recipients.

The committee members who served as mentors were: Amy Dillard (Baltimore), Lisa Eichhorn (South Carolina), Melissa Greipp (Marquette), Karin Mika (Cleveland Marshall); Terry Pollman (UNLV); Christine Venter (Notre Dame); and Sarah Ricks (Rutgers-Camden). The committee members who served as evaluators were: Aida Alaka (Washburn), Nancy Dickhute (Creighton), Judy Fischer (Louisville), Tamara Herrera (Arizona State), Julie Ann Oseid (St. Thomas), Judy Stinson (ASU), Hollee Temple (West Virginia), and Evelyn Tenenbaum (Albany). Ben Templin (Thomas Jefferson) helped Robin Wellford Slocum (Chapman) compile the statistical results.

SURVEY COMMITTEE

Memorandum

To: LWI Board

From: John Mollenkamp, Survey Committee Co-Chair
Karen Koch, University of Arkansas--Fayetteville (co-chair)
Lyn Goering, Washburn
David Krech, West Virginia
Karin Mika, Cleveland State
Judy Rosenbaum, Northwestern
Jean Rosenbluth, USC

Date: May 18, 2010

RE: Report of Committee Activities

Committee Charge:

We do the ALWD/LWI Annual Survey

Completed Tasks:

We have reviewed the 2009 survey questions, sent the survey to Cicada for deployment on the web, deployed the survey to the Legal Writing world, and encouraged response. A record number of responses have been received.

Activities/Tasks in Progress:

We're working on the report, and we are looking at questions that don't seem to be working (either because data is inconsistent or because they are outdated) so that we can make a good recommendation or report to the Survey Task Force.

Reflection/Assessment:

The Survey continues to have a lot of value, but there are undoubtedly improvements possible and necessary. The Survey should be reviewed in its entirety by a special task force created for this purpose.

TEACHERS EXCHANGE-VISITORS COMMITTEE

Memorandum

To: LWI Board

From: Debby McGregor, IU School of Law – Indianapolis
Linda Barris, University of Louisville School of Law
Julie Clement, Thomas M. Cooley School of Law
Molly Current, University of San Diego School of Law
Lisa Hatlen, Marquette University School of Law
Jeanne Kaiser, Western New England College School of Law
Kris Panikowski, University of San Diego School of Law
Ruth Vance, Valparaiso University School of Law

Date: May 31, 2010

RE: Report of Committee Activities

Committee Liaison: Ken Chestek

Committee Charge: “This committee should come up with goals for the biennium and work toward implementation.”

Completed Tasks:

The members of the Committee met in San Diego during the 2009 AALS Annual meeting. We discussed issues related to teacher exchanges, including privacy issues and what might be the most useful way to foster communication between those teachers interested in an exchange and those administrators looking for visitors. Specifically, we talked about implementing a site on the LWI website for posting visitorships. We also discussed whether to keep a list of those individuals interested in making a visit; some expressed concern over the ability to keep those names confidential. If so, we thought we would solicit individual’s name, school, years of experience, and specific interests within and without the legal writing field.

We discussed how to encourage scholars-in-residence programs and potential short-term teaching possibilities, either during the summer or as an intersession course.

We also discussed how to help with possible faculty trades but were uncertain as to whether that was something the committee could facilitate.

We talked about gathering input from those on the listserv as well as taking with our own administrators about the efficacy of a site, how visitorships work, etc. We also planned to check to see whether the AALS has a site in place for these purposes.

Jeanne Kaiser circulated an email to the committee to be posted on the LWI listserv, attached at the end of this report. We have remained in the deliberation stage.

Activities/Tasks in Progress:

The Committee members will meet during the LWI Conference at Marco Island, in hopes of revitalizing our activities and making specific plans for the upcoming academic year. We will also participate in the Committee Fair scheduled during the conference. The last survey about visitorships and other similar programs was completed in 2007 by Suzanne Rowe. Our first order of business will likely be to update that survey and add questions related to the process used to implement the programs already in place.

Reflection/Assessment:

We have not been active during the last two years. After our initial meeting in 2009 most communication ceased and we never really got going after that. Of course, it's the chairperson's responsibility to keep the committee active, and I take responsibility for failing to take the steps necessary to move the committee forward. I understand that our meeting in San Diego was the first committee meeting for several years, so this has been an inactive committee for some time. I would suggest that the Board consider discussing this committee's charge and providing some specific guidance with respect to the perceived goals of this committee. I would also recommend that Jeanne Kaiser be named the new chair of this committee. She has served on this committee prior to this two-year term, so she knows the institutional history of the committee and its lack of progress. I think she would move the committee forward, and I would be happy to work as one of her members. I would also be happy to speak further with anyone regarding the committee's work. Until I hear otherwise, I will take steps to turn this inactive committee into an active committee.

Draft email for the LWI listserv (drafted by Jeanne Kaiser):

Dear fellow members of the LWI teacher exchange-visitors committee--

It was nice to meet you all back in sunny San Diego. Now back in icy, bleak Massachusetts, it's hard to remember what we talked about at our breakfast meeting. However, as promised, I have drafted an email seeking notice and comment for our committee. Here it is:

Greetings from the LWI Teacher Exchange/Visitors Committee:

Recently, our committee had the opportunity to gather at the AALS conference in San Diego to brainstorm about how we wanted our committee to proceed. We agreed that there really are two types of visitor position for LWI faculty. The first is the type of position necessitated by temporary vacancies in our programs created by medical leaves or resignations that occur too

late in the year to do a thorough search.

The second is the type of position our committee would like to do more to facilitate. In these visitorships, an experienced LRW teacher from one institution visits at another. This creates a dual benefit. First, the visiting faculty member brings his or her expertise, innovations, ideas and prior experiences to the school being visited. Then, the visiting faculty member brings back everything learned to the home institution. It seemed to us that this type of visitorship can be very energizing to the individual visitor as well as both institutions.

Our question is how best to facilitate this kind of visiting program. We thought of several issues that need to be discussed including:

- would visitorships work best as straight exchanges between schools or should it be more open-ended;*
- how best to approach our legal writing directors and deans about such a program;*
- should the LWI web site provide a clearinghouse or forum for schools interested in visitors and teachers interested in visiting;*
- are there any other outstanding issues that we should address before approaching our administrating.*
- how can we facilitate housing etc. for visiting faculty*
- is the overall membership interested in such a program*

We are sending this message to open up a period of "notice and comment." Please respond with your ideas to (should we have them respond on-list or off-list)

UPPER LEVEL WRITING COMMITTEE

May 2010

Report of the LWI Upper Level Writing Committee

The goals for our the Upper Level Writing Committee, identified in the 2008 report, were to update the advanced syllabus bank, increase the materials available for upper level legal writing courses in the Idea Bank, and update our compilation of upper level legal writing courses. Originally, we had planned to divide the tasks between the Litigation sub-committee and the Transaction sub-committee. However, the Committee later decided to combine the efforts of both sub-committees based.

We decided that we first wanted to update the compilation of the upper level legal writing courses, not by sending a general request to the listserv, but by contacting the director or other senior person in each legal writing program to obtain the information that would assist us in updating the compilation of upper level legal writing courses. Our thought was that this would yield a more complete list than a general listserv request.

To carry out this task, we assigned each Committee member 15-16 law schools from the list of ABA accredited law schools. For each school assigned, the committee member obtained the name and email address of either the director of legal writing or senior legal writing professor.

We composed and sent a survey (attached) to each of the designated persons on the list asking that that person provide information about the upper level legal writing courses at his or her law school. We received responses from 23 schools and compiled a chart that has been posted on the LWI website.

We have received a few additional responses since the chart was compiled. Those responses need to be added to the chart. In addition, we have just sent the survey to the legal writing listserv attempting to procure additional responses to the survey. Those additional responses (about 7 or 8) will also be added to the chart.

The survey provides contact information for faculty teaching upper level legal writing courses. Our next step is to contact those persons and request syllabi and course materials for the courses that they teach.

Please let us know if you have any questions or would like any additional information.

Respectfully submitted,
Lisa Penland & Myra Orlen,

Co-chairs of the Upper-Level Writing Committee