



LegalWriting  
institute

**Call for Candidate Nominations**  
**Legal Writing Institute Board of Directors 2020-2024**

The Legal Writing Institute is beginning its 2020 election process to fill seven “director-at-large” positions on the Institute’s Board of Directors. This notice requests nominations and explains the nomination and balloting procedures. Nominations will be accepted through 8:00 p.m. EST on Monday, February 3, 2020. A special membership meeting for the election of directors will be held electronically between March 15 and April 4, 2020. The ballot and instructions for electronic voting will be sent by March 15, 2020. We encourage all members of LWI to consider running for a position on the Board. Successful candidates will begin serving a four-year term of office at the board meeting scheduled for July 14 at the 2020 Biennial Conference in Washington D.C. at Georgetown Law.

February 3	∞	deadline for nominations
February 15	∞	nominations disseminated
March 15	∞	ballots disseminated
April 4	∞	voting concludes
April 16	∞	election results announced
July 14	∞	LWI Board meeting

The current directors whose terms expire at that time are as follows:

Bob Brain, Loyola Law School, Los Angeles  
Kim (Chanbonpin) Ricardo, UIC-John Marshall Law School  
Iselin Gambert, The George Washington University Law School  
Samantha A. Moppett, Suffolk University Law School  
Jason Palmer, Stetson University College of Law  
Judy A. Rosenbaum, Northwestern Pritzker School of Law

Those elected will join the following directors:

Mary Nicol Bowman, ASU Sandra Day O’Connor College of Law  
Kirsten Davis, Stetson University College of Law  
Cassandra L. Hill, TSU Thurgood Marshall School of Law  
Kimberly Holst, ASU Sandra Day O’Connor College of Law (President-elect)  
Shakira Pleasant, UIC-John Marshall School of Law  
Anne Ralph, The Ohio State University School of Law

Rebecca L. Scharf, UNLV Boyd School of Law  
Kristen Konrad Tiscione, Georgetown University Law Center (President)

\*Under the LWI bylaws, the current President-Elect, Kim Holst, will begin to serve a two-year term as President beginning at the Board meeting at the 2020 Biennial Conference. The current President, Kristen k. Tiscione, will begin a two-year term as Immediate Past President at that time. In 2018, the LWI board eliminated the host school model and its related director position, so one of the open positions will fill that vacancy. The remaining officers (President-Elect, Treasurer, and Secretary) will be elected to two-year terms by the incoming Board of Directors at the 2020 Board of Directors meeting.

Here are details about the election procedures:

**1. Eligibility.** Except for persons who are not eligible because of the term limits rule, any person who is a member of the Institute as of January 15, 2020, can run in this election. If you have questions about your membership status, contact Kim Holst at (480) 965-1144 or [kimberly.holst@asu.edu](mailto:kimberly.holst@asu.edu).

**2. Attendance at board meetings, conference calls, retreats, and conferences.** The Board typically has one or two in-person meetings/retreats each year in addition to having regular monthly video conference calls. If you plan to run or to nominate someone else as a candidate, please note that the Institute expects members of the Board of Directors to serve on Board committees as needed and to attend Board meetings and retreats, both in person and by video conference call. Board members are also expected to attend the biennial LWI conferences and to commit themselves to work actively on the Institute's behalf throughout their time in office.

While much of the Board's work is conducted through e-mail and monthly conference calls, the Board also occasionally schedules retreats or other in-person meetings, usually in conjunction with other conferences. For example, persons elected in this cycle will be expected to attend the Board meeting during the 2020 and 2022 Biennial Conferences, and they may be expected to attend a Board meeting or retreat in conjunction with another selected conference (e.g., AALS, regional legal writing conference, One-Day Workshop).

**3. Nominating procedures.** If you are a member of the Institute as of January 15, 2020, you may nominate yourself or any other Institute member as a candidate for election. *We encourage self-nomination.* You may also nominate more than one candidate (but no more than five).

To make a nomination, please fill out the Google form, which can be found at the following address: <https://forms.gle/oeuZ3ww8aXrLimmW7>. You may cut and paste

this link into your browser or use the direct link to the form in the email you received regarding this Call for Nominations. You do not need a Google account to submit this Google form. If you have trouble accessing the form, please email Kim Holst, at [kimberly.holst@asu.edu](mailto:kimberly.holst@asu.edu).

**3.1 Required Contents of each Nomination.** The Elections Committee will accept nominations only via the Google form referenced above. If you nominate more than one candidate, submit a separate nomination for each candidate. Each nomination must contain the following information about the candidate:

- 3.1.1. name (as the candidate wants it to appear on the ballot);
- 3.1.2. professional title;
- 3.1.3. institutional affiliation;
- 3.1.4. home or business address, or both;
- 3.1.5. home or business phone number, or both; and
- 3.1.6. e-mail address;

**3.2 Optional Contents of a Nomination Paper.** Nominations may also include the following information about a candidate:

- 3.2.1. Personal statement, preferably written by the nominated individual, not to exceed 200 words. (The Elections Committee will not edit longer statements but will simply include them up to the limit of 200 words.) The personal statement may refer to the nominee's webpage or similar sites providing additional information about the nominee.

**3.3. Additional requirement when nominating someone other than yourself:** If you nominate a person other than yourself, you **must** indicate in the nomination that you have obtained that person's permission for the nomination.

**4. Deadline for nominations.** Only Google form nominations submitted on or before **8:00 p.m. EST February 3, 2020** will be accepted. The Institute will reject any nominations sent after that time. The timeliness of nominations will be determined by the timestamp on the Google form.

**5. Election ballot format.** The Election Ballots will list candidates in alphabetical order, with professional title and institutional affiliation. An information packet accompanying the electronic ballot will include each candidate's name, title, institution, address, telephone number, e-mail address, and (when provided to the committee) personal statement. The packet will also identify any incumbents seeking re-election.

**6. Balloting procedures.** If you are a member of the Legal Writing Institute as of January 15, 2020, you may vote in this election.

**7. Results no later than April 16, 2020.** The Institute will announce election results on or before April 16, 2020 by posting the results on the LWI listserv.

**8. Term Limits.** Article 4.8 of the LWI bylaws (as amended January 22, 2016) provides that "A director who has served on the Board for two (2) consecutive terms is not eligible for reelection to the Board until two years after the expiration of his or her second term. A director currently serving a third consecutive term is not required to resign as a director but will be ineligible for reelection as a director until two years after the expiration of his or her third term. The expiration of the terms for each director must be staggered so that approximately one-third (1/3) of those directors will be elected at meeting called to elect directors."

**9. Questions and comments.** If you have questions or comments about nomination or balloting procedures, please e-mail these members of the LWI Election Committee, Kim Holst, e-mail: [kimberly.holst@asu.edu](mailto:kimberly.holst@asu.edu) and Professor Anne Ralph, e-mail: [ralph.52@osu.edu](mailto:ralph.52@osu.edu). You are also welcome to contact any LWI Board member with questions about service on the Board.