

# Regional Business Meetings and Receptions — Agenda

## I. Welcome and Introductions

**Northeast:** Regional Representatives — Jill Backer, Rebecca Calman, Vanessa Dobson & Samantha Kasmarek

**Mid-Atlantic:** Regional Representatives — Jessica Gangjee, Patrice Hayden, Jennifer Henfey & Tom Rodriguez

**Southeast:** Regional Representatives — Kristine Bridges, Rosalind Lister, Esther Rodriguez & Sara Wilson

**Midwest:** Regional Representatives — Marguerite Durston, Kelly Gofron, Heather Karns & Tammy King

**West/Rocky Mountain:** Regional Representatives — Susanne Aronowitz, Yvonne Denenny, Deverie Robinson & Julieta Stubrin

**Canada:** Regional Representative — Emily Orchard

## II. Report of the 2014-2015 Nominating Committee

**Canada:** Margaret Seko

**Northeast:** Julie Anna Alvarez & Kevin La Mura

**Mid-Atlantic:** Lynn Herron & Traci Mundy Jenkins

**Southeast:** Gwendolyn Ferrell & Diana Ross-Butler

**Midwest:** Jennifer Gallinson & Markeisha Minor

**West/RM:** Vicki Huebner & Jenny Li

Results of regional elections for Nominating Committee, Regional Representatives, and Conference Planning Coordinators

Note: The 2014-2015 NALP regions are as follows:

**NORTHEAST (NE)** — Maine, New Hampshire, Vermont, Massachusetts, Connecticut, Rhode Island, New Jersey (northern), New York.

**MID-ATLANTIC (MA)** — New Jersey (southern), Delaware, Pennsylvania, Maryland, District of Columbia, Virginia.

**SOUTHEAST (SE)** — West Virginia, North Carolina, South Carolina, Georgia, Florida, Tennessee, Kentucky, Arkansas, Alabama, Mississippi, Louisiana, Puerto Rico, Texas, Oklahoma.

**MIDWEST (MW)** — Ohio, Indiana, Illinois, Missouri, Kansas, Nebraska, Iowa, North Dakota, South Dakota, Michigan, Minnesota, Wisconsin.

**WEST/ROCKY MOUNTAIN (W/RM)** — Arizona, New Mexico, Utah, Colorado, Wyoming, Idaho, Alaska, Hawaii, California, Nevada, Washington, Oregon, Montana.

**CANADA** (Limited Region)

## WEDNESDAY

5:00 – 6:30 pm

**Northeast:**  
Chicago 7

**Southeast:**  
Chicago 10

**Mid-Atlantic:**  
Chicago 8

**Midwest:**  
Chicago 6

**West/RM:**  
Chi Bar

**Canadian:**  
Fountainview

**Members Only —  
All members  
welcome to attend**

(members-only events are open to all employees of NALP member institutions and to Affiliate Members)

# Annual Business Meeting and Lunch Agenda

## I. Call to Order

Terrence J. Galligan, 2014-2015 President

## II. Report of the Nominating Committee

Kay Nash, Chair

- Election of 2015-2016 President-Elect, 2015-2017 Vice-President for Finance, and 2015-2017 Directors
- Regional Representative, Conference Planning Coordinator, and Nominating Committee Election Results

## III. Report of the Vice-President

- Diane M. Downs, Vice-President for Finance

## IV. Installation of 2015-2016 President

Terrence J. Galligan, 2014-2015 President  
Jean A. Durling, 2015-2016 President

## V. Adjournment

**FRIDAY**

12:00 – 1:30 pm

**Chicago**

**Members Only —  
All members  
welcome to attend**

(members-only events are open to all employees of NALP member institutions and to Affiliate Members)

**Lunch will be  
available for  
nonmembers in  
Sheraton 1-3.**

# **Voting Procedures for Officer, Director, and Regional Elections**

## **Procedures for Regional Elections**

Balloting for Regional Representatives, Conference Planning Coordinators, and Nominating Committee members was conducted electronically from March 3 through March 17, 2015. Elections were announced to primary voting representatives by email and by mail. The candidate who received the most points as determined by the Borda voting method, as described in the Bylaws, was deemed elected for that position, and the results will be announced at the Regional Business Meetings.

## **Run-off Regional Elections**

If there was not a clear winner after the first round of voting, a run-off election between the two (or more) tied candidates was then conducted online prior to the conference. If there was still no clear winner, a run-off election will be held during the Regional Business Meetings on Wednesday, April 22, at 5:00 pm. The results of regional elections, including run-offs, will be announced during Regional Business Meetings. Proxy authorizations for any run-off elections occurring at Regional Business Meetings were due ten days prior to the election as outlined in materials mailed to all members in February.

## **Procedures for Officer and Director Elections**

The elections for President-Elect, Vice-President for Finance, and Board members will be held during the Annual Business Meeting on Friday, April 24, at 12:00 noon. Election shall be by voice vote unless a nominating petition submitting additional names is received, in which case a written ballot shall be taken. Proxy authorizations were due ten days prior to the elections as outlined in materials mailed to all voting representatives in March. The deadline for suggesting names for the officer and director positions was December 3, 2014. In order to add any other name(s), members must submit a written petition, signed by at least fifteen (15) voting members, to the Chair of the Nominating Committee. Persons nominated by petition must be of the same membership category (law school or legal employer) as the person(s) they are opposing (See Bylaw 9.4-9.5). All petitions must be submitted at least 24 hours prior to the election and should be accompanied by a notation that the candidate consents to being added to the ballot, together with the candidate's biographical statement. The name(s) and biographical statement(s) of any person(s) added to the ballot in this way will be posted conspicuously at the Sheraton Chicago at least four hours before the election. Nominations will not be accepted from the floor.

The Nominating Committee has slated the individuals whose biographical sketches are presented in the following pages. New Board members elected during the 2015 Annual Business Meeting will join the following current members who will be continuing their terms: Jean A. Durling (elected President-Elect in 2014, will serve as 2015-2016 President); Vice-President for Member Services and Education Beth Moeller of UCLA School of Law; and Directors Andrew Chapin, Fordham Law School; Valerie A. Jackson, K&L Gates LLP; Abraham M. Pollack, The George Washington University Law School; and Anna Whitener, Cox Smith Matthews Incorporated. Terrence J. Galligan, University of California, Berkeley, School of Law, will serve on the 2015-2016 Board as Immediate Past President.

# Nominee Biographical Sketches: Officers and Directors

## **PRESIDENT-ELECT**

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### **Mina Jones Jefferson**

Assistant Dean & Director, Center for Professional Development,  
University of Cincinnati College of Law, Cincinnati, OH

#### **Selected Employment Background**

University of Cincinnati College of Law, Cincinnati, OH, August 1999 to present - Assistant Dean & Director, Center for Professional Development, December 2002 to present; Assistant Dean, Public Service & Professional Development, August 2001 - December 2002; Director, Public Service and Professional Development, August 1999 - August 2001. Frost & Jacobs, LLP, Cincinnati, OH, August 1990 - August 1999 - Partner, Litigation Department, November 1997 - August 1999; Associate, Litigation Department, August 1990 - November 1997.

#### **Professional Memberships and Activities**

NALP:

Board of Directors, 2007-2009  
Chair, Nominating Committee, 2013-2014  
Chair, Law School Employment Outcomes Task Force, 2011-2013  
Recipient, President's Award, 2012  
Member, Long Range Strategic Planning Committee, 2009-2010, 2014-2015  
Member, Nominating Committee, 2011-2012  
Participant, Roundtable on the Future of Lawyer Hiring, Development and Advancement, December 2009  
Midwest Regional Coordinator, 2005-2006

Cincinnati Academy of Leadership for Lawyers Steering Committee, 2014 - present

Legal Aid Society of Greater Cincinnati, Board of Trustees, 2000-2014

Ohio Supreme Court Commission on Professionalism, Law School Committee

Ohio Supreme Court Commission on Continuing Legal Education  
University of Cincinnati Grievance Committee, 2011 - present  
Higher Education Resource Services (HERS) Leadership Institute - Summer 2011

Law and Leadership Institute, Co-Director, 2009-2012

Women's Institute for Leadership Development Higher Education Collaborative (WILD HEC), Participant, 2008-2009

American Bar Association:

Data Policy Work Group, 2012-2013

#### **Representative Publications**

Author, "10, 9, 8 ... Happy New Year," *Lex Loci*, January 2015  
Author, "The Power of One," *NALP Bulletin*, October 2013  
Author, "Coming Soon to a Screen Near You: New NALP JD Advantage Videos," *NALP Bulletin*, March 2013  
Author, "Professional Development: Key to Creating Your Personal Brand," *Counselor Magazine*, Winter 2011

Author, "Don't Forget Kansas! Notes from the Law School Employment Outcomes Task Force," *NALP Bulletin*, July 2011

Author, "The Ups of a Down Economy," *Counselor Magazine*, Spring/Summer 2010

Book Review: "A Guide to Maximizing Lawyer Potential," *NALP Bulletin*, February 2009

Author, "Behavioral Interviewing: Begin with the End in Mind," *NALP Bulletin*, August 2005

Author, "Thinking Outside the Box: The Role of Thinking Styles in Training and Development," *Cincinnati Bar Report*, January 2004

Author, "Behavior Based Interviews Help Lead to Sound Hiring Decisions," *Cincinnati Bar Report*, September 2003

#### **Representative Presentations**

Panelist, "Creative Programming for Tomorrow's Profession," 2014 Student to Lawyer Symposium, Commission on Professionalism, The Supreme Court of Ohio

Panelist, "Mentoring in the Legal Profession: It's a Matter of Give and Take," November 2014, Cincinnati Bar Association

Speaker, "There's No Precedent for This — Innovation in Legal Mentoring," 2014 National Legal Mentoring Consortium Conference

Lead Panelist, "Being Transparent About Transparency: How to Talk About, Think About and Write About Employment Statistics," NALP Annual Education Conference, April 2013

Panelist, "Giving Back, How to Advance Your Public and Private Sector Career," Ohio Women's Bar Association/Ohio Women's Bar Foundation, Fall 2013

Panelist, "Leading Through Generations," Panelist, GE/Association of Corporate Counsel, Corporate Women Lawyers Networking Event, October 2012

Speaker, "From Backpack to Briefcase," Miami University REAL Conference, March 2012

Panelist, "How Career Services Offices Can Do More with Less," NALP Annual Education Conference, April 2012

Speaker, "The Tipping Point: Managing Career Change," Women Lawyers Committee, Cincinnati Bar Association, May 2010

Speaker, "100 Wise Women," April 2010

Speaker, "Smooth Sailing or Risk-Taking? Mid Career Decision Making," Ace Ohio Women's Network Conference, November 2009

Speaker, "Leading From Behind," Miami University Women's Leadership Symposium, October 2009

Panelist, "Diversity Outside the Bright Lights of the Big City," NALP 2009 Annual Education Conference

Panelist, "All Aboard: A Collaborative Approach to Law Student Professional Development," NALP 2008 Annual Education Conference

#### **Educational Background**

JD, University of Cincinnati College of Law, Cincinnati, OH, 1990  
BA, Miami University, Oxford, OH, Public Administration, 1987

## **VICE-PRESIDENT FOR FINANCE**

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### **Christina Fox**

Global Attorney Recruiting Manager, Skadden, Arps, Slate, Meagher & Flom LLP, New York, NY

#### **Selected Employment Background**

Skadden, Arps, Slate, Meagher & Flom, LLP, New York, NY, July 2001 to present - Global Attorney Recruiting Manager, January 2007 - present; Legal Hiring Manager, January - February 2006; Legal Hiring Coordinator, March 2004 - December 2005; Legal Hiring Project Assistant, March 2002 - March 2004; Legal Hiring Administrative Secretary, July 2001 - March 2002

Carlton Fields, P.A., Tampa, FL, March - December 2006 - Director of Attorney Recruitment, March - December 2006

#### **Professional Memberships and Activities**

NALP:

Chair, Technology Advisory Group, 2013-2014

Chair, Recruiting Section, 2009-2010

Vice-Chair, Experienced Professionals/Newer Professionals Collaboration Work Group, 2012-2013

Member, Long Range Strategic Planning Committee, 2014-2015

Member, Newer Professionals' Forum Planning Committee, 2011-2012

Member, Bylaws Committee, 2010-2011

New York City Recruitment Association, 2004 - present

Tampa Bay Recruitment Administrators Association, 2006

University of Colorado National Alumni Recruitment and Admissions Program, 2003 - present

#### **Educational Background**

Master of Communication & Information Studies, Rutgers University, New Brunswick, NJ, 2004

BA, University of Colorado Boulder, Psychology & Communication, 2001

Social Media Marketing Certificate, Rutgers University, New Brunswick, NJ, 2011

## **DIRECTOR**

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### **Lisa Blair**

Director, Professional Recruitment, Borden Ladner Gervias LLP, Ottawa, ON, Canada

#### **Selected Employment Background**

Borden Ladner Gervais LLP, Ottawa, ON, 2013 - present -

Director, Professional Recruitment, 2013 - present

University of Ottawa, Faculty of Law (Common Law), Ottawa, ON, 2004 - 2013 - Assistant Dean, Student Services, 2008-2013; Manager, Student Services, 2004-2008

Association of University and Colleges of Canada, Ottawa, ON, 2004 - Privacy Consultant, 2004

Blake, Cassels & Graydon LLP, Ottawa, ON, 1999-2002 - Student-at-Law and Associate, 1999-2002

#### **Professional Memberships and Activities**

NALP, 2004 to present:

Regional Coordinator, Canada, 2011-2012

Chair, Canadian Section, 2008-2009; Vice-Chair 2010, 2011, and 2013

Member, Long Range Strategic Planning Committee, 2014-2015

Author, "Did You Say Change? Radical Changes to Lawyer Licensing in Canada," *NALP Bulletin*, March 2013

Parent Counsel, Saint Rémi Elementary School, Ottawa, ON, Member, 2012-2013

Canadian Legal Career Development Network, Ottawa, ON, Member, 2004-2013

CCLA 2012 Litigator's Conference, Mont Tremblant, QC, Speaker  
Barrister and Solicitor, Law Society of Upper Canada

#### **Education**

Bachelor of Laws (LL.B.), Queen's University, Kingston, ON, 1999

Bachelor of Arts, Honours (B.A.H.), Queen's University, Kingston, ON, Psychology and History, 1996

Alternative Dispute Resolution Certificate, The Canadian International Institute of Applied Negotiation, Ottawa, ON, 2012

Certificat Pratique de Lange Française, Université de Bourgogne, Dijon, France

## **DIRECTOR**

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### **Lois Casaleggi**

Senior Director of Career Services, The University of Chicago Law School, Chicago, IL

#### **Selected Employment Background**

The University of Chicago Law School, Chicago, IL, 2004 - present - Senior Director of Career Services, July 2007 - present;

Director of Career Services, October 2004 - July 2007

University of Illinois College of Law, Champaign, IL, 2001-2004 - Assistant Dean for Career Services, June 2003 - October 2004; Director for Career Services, September 2001 - June 2003

Milbank Tweed Hadley & McCloy, Washington, DC, November 1999 - August 2001, Attorney

Dickstein Shapiro Morin & Oshinsky, Washington, DC, June 1996 - October 1999, Attorney

Anderson Kill Olick & Oshinsky, Washington, DC, September 1994 - June 1996

#### **Professional Memberships and Activities**

NALP:

Member, Long Range Strategic Planning Committee, 2014-2015

Member, Member Professional Development & Educational Programming Advisory Group, 2013-2014

Member, Leadership Development Task Force, 2011-2012

Member, Bylaws Committee, 2010-2012

Member, Nominating Committee, 2009-2010

Member, Publications Advisory Group, 2007-2010

Member, Judicial Clerkship Section, 2006 - present  
 Member, Experienced Professionals Section, 2013-present  
 Member, Public Service Section, 2005-2010  
 Co-Presenter, LSAC Forum Summer Workshop, "Brave New World: The Entry-Level Legal Employment Market after the Great Recession," July 2012  
 Member, NALP Foundation Law Career Services Research Panel, November 2006 to November 2007  
 Co-Presenter, "Counting Heads and Crunching Numbers: Understanding the Rules of Employment Reporting," 2011 Annual Education Conference  
 Co-Presenter, "Job Satisfaction & Personality Type: Finding a Legal Specialty Appealing to the Core of One's Personality," 2011 Annual Education Conference  
 Co-Presenter, "Job Satisfaction & Personality Type: Case Studies in the Legal Profession," 2007 Annual Education Conference  
 Co-Presenter, "Finding Job Satisfaction Using Personality Type," 2006 Annual Education Conference  
 Panelist, "The Ticking Graduation Clock: Public Interest Counseling for Third Year Law Students," 2006 Public Service Mini-Conference  
 Chair, 2005 Public Service Mini-Conference Planning Committee  
 Section Editor, "Judicial Clerkships: Federal Staff Attorney Positions," *NALP Bulletin*, December 2008  
 Book Review: "A Curmudgeon's Advice to New Lawyers," *NALP Bulletin*, May 2008  
 Co-Author, NALP Law School Guide to Public Interest Careers, Educational Debt Issues chapter, 2007  
 Chicago Area Law School Consortium, Member, 2001 to Present  
 Public Interest Committee, Member, 2009 to 2010  
 Association of American Law Schools  
 Working Group on Nondiscrimination Assurances by Employers, May 2013  
 Panelist, Entry-Level Recruiting Program, Chicago Association of Legal Personnel Administrators, March 2015  
 Speaker, Judicial Clerkship Program, Chicago Association of Legal Personnel Administrators, May 2009  
 Panelist, "Maximizing Your Chances for a Successful Summer Experience," Chicago Committee on Minorities in Large Law Firms, December 2008  
 Panelist, Career Services Program, Chicago Association of Legal Personnel Administrators, June 2004  
 Volunteer Attorney, Advance Directives Workshops, Legal Counsel for the Elderly, Washington, DC, 1994-1999  
 Volunteer Attorney, Whitman-Walker Clinic Legal Services, 1995-1996  
 Admitted: Maryland (1994); District of Columbia (1995); U.S. District Court for the District of Maryland (1996) and the U.S. Court of Federal Claims (2000).  
 MBTI Certified

### Education

Juris Doctor, University of Virginia School of Law, Charlottesville, VA, 1994  
 Bachelor of Science, University of Illinois, Urbana-Champaign, Illinois, Psychology, 1991

## DIRECTOR

### Andrew Hales

Senior Director of Professional Development and Training, Venable LLP, Washington, DC

### Selected Employment Background

Venable LLP, Washington, DC, 2005-present - Senior Director of Professional Development and Training, January 2015-present; Director of Professional Development, June 2008-December 2014; Professional Development Manager, July 2005-May 2008; Training Specialist, August 2003-February 2004  
 Deloitte Consulting and Unisys, February 2004 - June 2005, Management Consultant  
 The Smith School of Business at the University of Maryland, Instructor and Career Management Consultant, August 2001 - July 2003  
 Acterna (formerly TTC), Germantown, MD, HR Generalist and Technical Recruiter, August 1999 - August 2001  
 Hughes Network Systems, Germantown, MD, College Relations Manager, June 1997-August 1999

### Professional Activities

NALP:  
 Member, Emerging Legal Jobs Work Group, 2014-2015  
 Vice-Chair, Lawyer Professional Development Section, 2012-2014  
 Member, Professional Development Institute Planning Committee, 2013  
 Speaker, Annual Education Conference, Seattle, WA, 2014  
 Speaker, Professional Development Institute, Washington, DC 2014  
 Speaker, Annual Education Conference, Tampa, FL, 2013  
 Speaker on several NALP webinars  
 Professional Development Consortium, 2010 - present  
 Member, Winter Meeting Planning Committee, 2013  
 Speaker, PDC webinars  
 Washington Area Legal Recruitment Administrators Association (WALRAA), 2005 - present  
 The George Washington University Law School Professional Development Advisory Council, 2012 - present, Member and speaker  
 Association for Training and Development (ATD), 2003 - present  
 MBTI Qualified

### Education

M.B.A., University of Maryland University College, College Park, MD, 2003  
 M.S., Human Resources Management, University of Maryland University College, College Park, MD, 2001  
 B.S., University of Maryland, College Park, MD, Human Resource Management and Marketing, 1997

## **DIRECTOR**

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### **Michelle A. Jackson**

Director of Career Services and Adjunct Professor of Law,  
Southern University Law Center, Baton Rouge, LA

#### **Selected Employment Background**

Southern University Law Center, Baton Rouge, LA, September  
2005 - present - Director of Career Services & Adjunct  
Professor of Law, September 2007 - present; Career  
Counselor, September 2005 - September 2007

Worsek & Vihon, Chicago, IL, Senior Associate, June 1999 -  
August 2005

Cook County Assessor, Chicago, IL, Associate General Counsel,  
June 1994 - May 1999

University of Illinois at Chicago, Chicago, IL, Office of Career  
Services, August 1992 - August 1993

Katten, Muchin & Zavis, Chicago, IL, Associate, August 1990 -  
August 1992

#### **Professional Memberships and Activities**

NALP:

Regional Representative, 2012-2014

Member, Long Range Strategic Planning Committee, 2014-  
2015

Speaker, NALP Annual Education Conferences, 2010-2013  
Vice-Chair, Small and Solo Career Services Offices Section,  
2011-2012; Member 2008 - present

Member, Diversity Section, 2007 - present

New Orleans Legal Recruiting Association

Board Member - Secretary (2012)

Board Member - Membership Outreach Coordinator (2011)

Southeastern Minority Job Fair, 2006 - present

Board Member, 2011 & 2014

Sunbelt Minority Recruitment Program, 2006 - present

Board Member, 2010-2014

Thurgood Marshall College Fund Campus Coordinator,  
2008-present

Louisiana State Bar Association Minority Involvement Section,  
2008-present

American Bar Association

Illinois Bar Association

National Bar Association

#### **Education**

J.D., The University of Chicago Law School, Chicago, IL, 1990

B.A., University of Illinois at Chicago, Chicago, IL, English, 1987

## **DIRECTOR**

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### **Layke A. Martin**

Assistant Dean for External Relations, William S. Boyd School of  
Law, University of Nevada, Las Vegas, Las Vegas, NV

#### **Selected Employment Background**

William S. Boyd School of Law, University of Nevada, Las Vegas,  
Las Vegas, NV, January 2009 - present - Assistant Dean for  
External Relations, November 2014 - present; Director of  
Career Development, March 2011 - November 2014;  
Adjunct Professor, January 2009 - May 2011

Marquis Aurbach Coffing, Las Vegas, NV, Attorney, Summer 2005,  
August 2006 - February 2011

KVBC News 3 - NBC Affiliate, Las Vegas, NV, News Producer,  
August 2000 - June 2002

#### **Professional Memberships and Activities**

NALP:

Chair, Solo/Small CSO Section, 2012-2013

Member, Conference Planning Committee, 2013-2014

Member, Newer Professionals' Forum Planning Committee,  
2012-2013

Speaker, "Advancing Women's Leadership in Law School and  
Beyond," NALP/ALFDP Diversity and Inclusion Summit,  
June 2015

Speaker "Establishing Credibility through Personal Branding,"  
NALP Annual Education Conference, April 2013

Speaker, "Public Interest Advising for Small CSOs," NALP  
Annual Education Conference, April 2012

Speaker, "Extending Your Reach: Empowering Deans and  
Faculty to be CSO Advocates and Allies," NALP Webinar,  
January 2012

Young Lawyers Section of the State Bar of Nevada

Chair, 2015 - 2016; Chair-Elect, 2014 - 2015; Secretary, 2013 -

2014; Executive Council Member, 2010 - 2013; Trial  
Academy Planning Committee, 2013 - present; Co-chair,  
Membership Development and Communication

Committee, 2012 - present; Chair, Young Lawyers

Compensation Survey, 2013, 2011; Co-chair, Judge Roger  
Foley Poster & Essay Contest, 2012; Chair, Law Suits

Clothing Drive, 2012; Chair, Now That You're 18, 2011

Junior League of Las Vegas

Chair, College Scholarship Committee, 2014 - 2015; Member,

Nominating Committee, 2014 - 2015; Community Council

Member at Large (Board of Directors), 2013 - 2014; Chair,

Done in a Day Committee, 2012 - 2013; Co-chair,

Community Garden Committee, 2011 - 2012; Member,

Fashion Forward Committee, 2010 - 2011; Provisional

Member, 2009 - 2010

Lawyer Referral and Information Service (LRIS) Committee of the  
State Bar of Nevada

Member, 2013- present

Big Brothers Big Sisters of Southern Nevada

Big Sister, December 2007 - present

#### **Education**

Juris Doctor, Boston University School of Law, Boston, MA, 2006

Bachelor of Arts, University of Nevada, Las Vegas, Las Vegas, NV,  
Communication, 2002