

NALP SMALL & SOLO CSO SECTION QUARTERLY REPORT

To: Tasha Everman, NALP Board Liaison

From: Jill Gerrard and Grace Roede, Section Co-Chairs

Cc: NALP Info

Date: Jan. 29, 2026

Our section held its meetings on Sept. 10 and Dec. 10, 2025. Each meeting had about 10 participants. Our meetings started with introductions of all attendees and welcomed new-comers followed by either a two-minute grounding exercise or an icebreaker to share something you do for yourself during the holidays to set the stage for our meeting.

1. Leadership Team

Section Co-Chairs

Jill Gerrard, University of Hawaii Richardson School of Law, jgerrard@hawaii.edu

Grace Roede, Campbell University School of Law, groede@campbell.edu

AEC/Bulletin+ and Webinar Planning Vice Chairs

Katherine Mikkelson, UNT Dallas College of Law, Katherine.Mikkelson@untdallas.edu

Jill Gerrard, University of Hawaii Richardson School of Law, jgerrard@hawaii.edu

Grace Roede, Campbell University School of Law, groede@campbell.edu

Environmental Scanning Chair

Meredith Wiggins, Washburn University School of Law, Meredith.Wiggins@washburn.edu

Programming Best Practices Co-chairs

Laurie Dufoe, Drake University Law School, laurie.dufoe@drake.edu

Cathleen Creegan, University of Oklahoma College of Law, ccreegan@ou.edu

Well Being Chair

Casey Parker, Southern Illinois University, caseyparker@siu.edu

DEI Liaison

Sylvia James, VP for Diversity, Equity, and Inclusion at Winston & Strawn, SyJames@winston.com

2. Communication: Updates/Reminders

NALP Board Liaison:

- Tasha provided updates from the NALP Board Report, including:
- Mike Ende gave a first look at his business plan for next year as incoming NALP President
- Introduces us to the NALP Podcast: useful and short
- Shared that 98% of 2024 graduates had employment data
- Registration is now open for the AEC NALP Conference

Section Co-Chairs:

- Reviewed the leadership team and section chairs; the group discussed faculty involvement with Career Services Offices and how to increase engagement.
- Ideas included having lunch in the faculty lounge to build relationships, presenting to faculty on changing recruiting timelines during a lunch session, and inviting writing professors to participate in cover letter workshops.

Environmental Scanning Chair:

- Meredith has brought back insightful Tuesday-Topics including discussions on using AI and non-legal resources that support work with law students and attorneys

Programming Best Practices Co-Chairs:

- Reminded everyone about the resources in the library section on NALP Connect.

3. AEC Proposals due Aug. 1, 2025

- Nothing new to include here

Bulletin+ Article Proposals due June 20, 2025

- Off We Go into the Wild Blue Yonder: Notes from the Air Force JAG CSO Course (this article is written and needs to be submitted)
- Beyond the Talking Heads – maybe an article instead of AEC proposal. There was interest around this, however, nothing definitive has been decided.

4. 2026 Meeting Schedule

- Wednesday, Feb. 11 at 3:00 p.m. EST