

NALP Small & Solo CSO Section Quarterly Report

TO: Arturo Thompson, Board Liaison
FROM: Kimberly Underdown and Maria Comas, Section Co-Chairs
CC: Claire Nash
DATE: June 28, 2022

Our section held its first call on April 21, 2022. During the first meeting we discussed the charges of the workgroups and sought volunteers to serve as Vice Chairs. We also recognized Immediate Past Section Chair, Tanya Lundberg, for her leadership last year. (Note – Tanya recently left her position at her law school.)

This report identifies our leadership team, outlines our communication plans, and lists the Section's AEC proposals, Bulletin+ article proposals, and meeting dates.

I. Leadership Team

We were not able to secure volunteers for all of the Vice-Chair roles, so we decided to assume some of those responsibilities in total or by sharing them with others.

Section Co-Chairs

Maria Comas, Duquesne University School of Law, comas@duq.edu
Kimberly Underdown, St. Mary's University School of Law, kunderdown@stmarytx.edu

Annual Education Conference/Bulletin+ and Webinar Planning

Vice-Chairs:

Maria Comas, Duquesne University School of Law, comas@duq.edu
Kimberly Underdown, St. Mary's University School of Law, kunderdown@stmarytx.edu

Member Relations and Membership Development

Vice-Chairs:

Tammy King, Creighton University School of Law, tammyking@creighton.edu
Maria Comas, Duquesne University School of Law, comas@duq.edu
Kimberly Underdown, St. Mary's University School of Law, kunderdown@stmarytx.edu

Environmental Scanning

Vice-Chairs:

Sophia Dinkel, Washburn University School of Law, sophia.dinkel@washburn.edu
Stacey Blakeman, The University of Kansas School of Law, staceyblakeman@ku.edu

Programming Best Practices

Vice-Chairs:

Whitley Pike, IU Robert H. McKinney School of Law, wpike@iu.edu

Tom Lee, Penn State Dickinson Law, tlee@psu.edu

Knowledge Management

Vice-Chair:

Stacey Blakeman, The University of Kansas School of Law, staceyblakeman@ku.edu

DEI Liaison

Courtney Carter, Jenner & Block LLP, CCarter@jenner.com

Well-Being Champion

Vice-Chairs:

Kimberly Underdown, St. Mary's University School of Law, kunderdown@stmarytx.edu

Katy Stack, University of Montana School of Law, katy.stack@mso.umt.edu

Communications

Vice-Chair:

Maria Comas, Duquesne University School of Law, comas@duq.edu

II. Communication

In order to make our quarterly calls as productive as possible, we will meet with the section vice-chairs prior to the remaining quarterly meetings. In addition to hearing about work group updates, we will encourage the vice-chairs to engage in discussions that stem out of the environmental scanning workgroup or other topical issues.

We plan to continue with the Tuesday Topic posts on NALPConnect. Section members were engaged in this effort last year, and many have told us that they appreciated the informal discussions and information sharing that the Tuesday Topics encouraged. We recognize that the members of this section, especially, have myriad responsibilities, and we hope that through these prompts we can create ongoing dialogue and continue to share timely information and helpful resources with each other.

III. AEC Proposals

The Small & Solo CSO Section sponsored or co-sponsored the following proposals for the 2023 AEC:

1. Resumes, Cover Letters and Diversity Statements – what employers want and what schools see
2. Expanding Reach by Working with Student Ambassadors and Alumni Mentors
3. Investigation Nation – Demystifying Employment Background Checks

4. Burnt Out the Days – Identifying and Addressing Burnout in Career Services, Professional Development and Legal Recruiting
5. Caregiving Beyond Childcare: Practice Advice for a Growing “Secret Society”

Bulletin+ Article Proposals

1. Hot Topics for Small and Solo CSOs
2. NALP Section Outreach (Article Title TBA – to feature Tuesday Topic idea)

IV. Section Meeting Dates

- a. Our quarterly meetings will be held at 3:30 p.m. (EST) via Zoom on the following dates:
April 21, 2022
September 8, 2022
December 8, 2022
February 9, 2023
- b. We held a special Bulletin+ and RFP Brainstorming Session on April 28, 2022. We will continue to encourage members to think about topics for future proposals.