



# TOLEDO LAW

THE UNIVERSITY OF TOLEDO

## Office of Professional Development Newsletter

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## **Professional Development Program**

## Professional Development Program

### Student Instructions

The College of Law designed the Professional Development Program to help you build your professional identity and network throughout your legal education career. Each year you will be required to complete certain mandatory activities. Additionally, throughout law school you will be required to attend networking and skills events, complete pro bono awareness tasks, and participate in career exploration activities. Inside your designated class folder will include the activity categories and numbers of activities required for each class year. This Professional Development Program is a floor, not a ceiling; OPD encourages you participate in as many of the activities as your schedule allows.

#### How it works:

**Mandatory Activities:** Mandatory activities include class level specific programming required by the Office of Professional Development. These meetings will be announced in the OPD newsletter and/or via emails sent by OPD staff. Some activities may be “on-demand” or web-based. Additionally, these activities will likely require pre- or post-work such as filling out a professional identity assessment or updating your application documents.

**Networking and Skills Events:** These are events sponsored, or co-sponsored by OPD, and generally involve participation by Toledo Law alumni or friends of the law school. OPD staff will publicize notice of events that qualify under this category in the OPD newsletter and/or by email.

**Pro Bono Awareness Tasks:** Ohio, along with many other states, encourages pro bono work as part of a lawyer’s professional duties to the public and justice system. Therefore, these tasks are not only a resume builder, but they will help kick-start a commitment to your professional duty as lawyers. The Ohio Supreme court states in the Preamble to the Ohio Rules of Professional Conduct: “[A]ll lawyers should devote professional time and resources and use civic influence to ensure equal access to our system of justice for those who because of economic or social barrier cannot afford or secure legal counsel.” It is your responsibility to find pro bono clinics and volunteer to help, or find an attorney to work with or shadow. OPD is happy to help in your search but will not be responsible for placement in these opportunities. OPD may advertise pro bono projects and other opportunities via the newsletter or emails.

**Professional Exploration:** Professional exploration tasks will aid in determining your professional identity and long-term career path. Exploring the profession can be done on a large scale, by attending a legal conference, for example. Or on a smaller scale, such as a one-on-one informational interview. It is your responsibility to find outside events related to your areas of interest, set up informational interviews, or arrange observation of a legal proceeding. OPD is happy to help in your search.

**Tracking:** This webcourse should be used tracking your completed activities. You are responsible for reporting the activities that you completed. The Office of Professional Development will track attendance at all mandatory *in-person* activities. Note, if you complete a mandatory activity on-demand, you are responsible for tracking it in the “2019-2020 Professional Development Program (PDP)” webcourse.

**Turn-in:** You are required to report each Networking and Skills, Pro Bono Awareness, and Professional Exploration activity by end of the semester in which you complete the number of credits for each class level. This is your “reporting period.” Reporting is done via the “2019-2020 Professional Development Program (PDP)” webcourse, and should be done in the appropriate drop-box or questionnaire for each activity.

For example, if you are a full-time 1L student who started in August 2019 and completed 30 hours by the end of Spring 2020, you would report your 1L activities by the end of the Spring 2020 semester for the “1L reporting period.” If you are a part-time 1L student who started in August 2019 and completed 30 hours by the end of Spring 2021, you would report your activities by the end of the Spring 2021 semester.

2-year JD students will only complete the first and second reporting periods.

Contact [OPD@utoledo.edu](mailto:OPD@utoledo.edu) with questions about the Professional Development Program (PDP).

For the checklist of activities, log into Blackboard > "2019-2020 Professional Development Program (PDP)" and click on the appropriate folder for your reporting period under "Content."

## Upcoming Programs

### SPRING SAVE THE DATE

**Summer Opportunities Forum: Thursday, January 16th, 11:50-12:50**

Come to the summer opportunities forum to hear more about the Public Service Externship, Work-Study, and Public Service Commendation opportunities!

### RSVP POLICY

**Please note The Office of Professional Development's RSVP Policy:**

The Office of Professional Development will be following a strict RSVP policy for the 2019-2020 school year. Any programming put on by OPD that advertises that pizza or food will be provided, requires an RSVP by the date listed. OPD will only order food for those that RSVP by the deadline. This includes required programming, such as mandatory class meetings, specifically whether you are attending at 11:50am or 5:15pm.

Additionally, other programming such as networking events or events with alumni involvement, may list a required number of RSVPs by a certain deadline to go forward. If the number is not reached, the event may be canceled. Please RSVP to these events as soon as you know you will be able to attend.

RSVP early, often, and encourage your friends!

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## OPD Evening Hours

The OPD staff is available in the evenings by appointment only. If you would like to make an appointment, please contact us at [opd@utoledo.edu](mailto:opd@utoledo.edu) or 419-530-2851.

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## Professional Development Program Activities

Activities below count towards your Professional Development Program (PDP) Activities. If you have any questions, or would like an activity advertised here and count towards your PDP, please contact Katie Schuyler at [kate.schuyler@utoledo.edu](mailto:kate.schuyler@utoledo.edu). Remember to report your completed activities on the Blackboard Course under your reporting period folder.

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### **Great Lakes Water Conference: "Lake Erie Bill of Rights, PFAS, Plus More"**

Friday, November 8

8 a.m. McQuade Law Auditorium

\*Attending at least the morning session counts as a "Professional Exploration Activity" -  
Attending a legal Conference or CLE Course for 2Ls, and 3L/4Ls\*

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# VOLUNTEERS NEEDED

VA WILLS CLINIC

**Help prepare simple wills, living wills, and healthcare powers of attorney for veterans in honor of Veterans Day.**

**WHEN:** Friday, November 8, 2019  
9 a.m. to 12 p.m.

**WHERE:** Toledo VA Community Based Clinic  
1200 S. Detroit Ave. Toledo, OH 43614  
2nd floor conference room

Training will be held Friday, November 1, 2019 at 12:45 at the Toledo VA at the 2nd floor conference room. We will go over logistics and software that will be used on the day of the clinic. Basic knowledge and understanding of simple estate planning is required.

Attorneys will likely be paired with paralegals, law students, or paralegal students to assist with the paperwork. Veterans will leave that day with copy of will, living will, and healthcare POA.

**WHAT TO BRING:** Notary stamp and computer/tablet, if available

**QUESTIONS OR TO VOLUNTEER:**  
Michelle Tussing, [mtussing@toledobar.org](mailto:mtussing@toledobar.org) or 419-242-9363



TOLEDO BAR  
ASSOCIATION



VA | U.S. Department  
of Veterans Affairs

\*Volunteering at the VA Wills Clinic counts as a "Pro Bono Awareness Activity - Volunteering at

a Bar sponsored pro bono clinic. Remember to self-report this activity on the PDP blackboard course after the Clinic\*

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**Ohio Board of Professional Conduct Hearing – Students Invited to Observe**

Wednesday, Nov. 13 – Thursday, Nov. 14

Full Day Hearing starting at 8:30 a.m.

Cubbon Courtroom

*An Ohio Board of Professional Conduct hearing in the case of Toledo Bar Association v. Yoder is scheduled to take place at Toledo Law in the Cubbon Courtroom on November 13 and 14. Students are invited to observe the hearing. Students may enter and exit the Cubbon Courtroom quietly throughout the day to observe portions of the hearing as their schedules permit. Attendees must turn off their cell phones before entering the courtroom. A three-member panel of the Board will conduct a hearing that arises under the Ohio Supreme Court Rules for the Government of the Bar of Ohio relating to professional misconduct.*

Space is limited. If you have any questions about attending the hearing, please contact Kelly Tomlinson, Assistant Dean for Student Affairs, at [kelly.tomlinson@utoledo.edu](mailto:kelly.tomlinson@utoledo.edu).

\*Attending at least an hour of this hearing counts as a "Professional Exploration" task under the Professional Development Program for all class levels. Remember to self-report this activity on the PDP blackboard course after attending.

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## Free CLE Program



# PROCEDURAL FAIRNESS: FAIR TREATMENT MATTERS

### Course Objectives:

- Identify factors that influence perception of fairness
- Demonstrate best practices, and worst practices in creating an environment of procedural fairness
- Gain familiarity with the research surrounding procedural fairness and courts

### Faculty:

- Judge Timothy C. Kuhlman, Toledo Municipal Court
- Lisa Falgiano, Court Administrator, Toledo Municipal Court
- Bryan Latta, Chief Deputy, Civil Division, Toledo Municipal Court Clerk's Office
- Burma Stewart, Deputy Court Administrator, Toledo Municipal Court

**Date:** Friday, November 22, 2019

**Time:** 2:15 p.m. - 5:45 p.m.

**Location:** The University of Toledo College of Law

**Hours:** This course has been approved by the Supreme Court of Ohio Commission on Continuing Legal Education for 3.00 total CLE hour(s) instruction.

**RSVP:** [kate.mcmanus@tmcourt.org](mailto:kate.mcmanus@tmcourt.org), no later than 11/15/19

**PROGRAM PRESENTED BY  
TOLEDO MUNICIPAL COURT**

\*Attending this free CLE counts as a "Professional Exploration: (Foundational; Professional Identity; Professional Development)" Activity for 2Ls & 3Ls/4Ls. Remember to self-report this activity on the PDP blackboard course after attending the class.\*



The Toledo Bar Association has many pro bono clinics coming up in the near future. You can register to volunteer [here](#). Once you register, email Michelle Tussing to let her know you are a student.

**Note:** If you sign up, you are committing to participate, if you can no longer participate for any reason, you must inform Michelle Tussing as soon as possible. Michelle's email is [MTussing@toledobar.org](mailto:MTussing@toledobar.org)

\*Participation in a Toledo Bar Association Pro Bono Clinic counts as a "Pro Bono Awareness" Task for 2Ls & 3Ls/4Ls\*

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## Job Fairs

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## Legal Programs, Scholarship, and Contests

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## Essay Contest



The Center for Alcohol Policy is now accepting entries for its 12<sup>th</sup> Annual National Essay Contest. The topic for this year's contest is:

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*During the United States Supreme Court 2019 term, the Court announced in June its decision in Tennessee Wine and Spirits Retailers Association v. Thomas. Based on the Court's decision, what do you believe will be the next steps for alcohol policy in the United States?*

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**WHO CAN ENTER:** The contest is open to all persons who are over the age of 18 as of December 2019. Students, academics, practicing attorneys, policymakers, regulators and anyone with an interest in state-based alcohol regulation is invited to participate.

**HOW TO ENTER:** Essay submissions must be received by 5:30 p.m. EST on Jan. 17, 2020. Essays submitted after this deadline will not be considered. Entries may be submitted [here](#).

**DEADLINE:** The deadline for entries is Jan. 17, 2020. Winners will be announced soon after.

**AWARDS:** Cash prizes will be awarded to the first, second and third place winners in the amounts of \$5,000, \$2,500 and \$1,000 respectively.

View [additional guidelines here](#).

Read the [2018 winning essays](#).

**[SUBMIT ESSAY HERE](#)**

<https://www.centerforalcoholpolicy.org/essay-contest/>

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# Louis Jackson Memorial National Student Writing Competition in Employment and Labor Law

We are pleased to announce that the annual Louis Jackson Memorial National Student Writing Competition in Employment and Labor Law is now accepting submissions for 2019–2020. The competition is sponsored by [Jackson Lewis LLP](#) and is administered by IIT Chicago-Kent College of Law's Institute for Law and the Workplace (ILW). The three winners receive scholarships: \$3000 for the first-place winner, and \$1000 each for the two second-place winners.

## ELIGIBILITY REQUIREMENTS

Entries must be the law student author's own work and must not be submitted for publication elsewhere. Authors must have completed or be currently taking course work in employment or labor law, and must be enrolled in an accredited law school during the Fall 2019 semester. Only the first two submissions per law school will be accepted as entries for consideration.

## FORMAT

Entries must be suitable for publication in a law review. Citations must conform to current Bluebook style. Papers must not exceed 35 pages in length, 8½ by 11 inch, including footnotes, set in 12 point Times Roman font, footnotes in 10 point font, with double spacing and one inch margins.

## JUDGING

Entries will be blind-judged by an independent panel of law professors from across the United States. The determination of the judges' panel is final. Neither Jackson Lewis LLP nor the Institute for Law and the Workplace is involved in judging the competition. *The only identification that may appear on the first or subsequent pages of the paper is the paper title.*

## SUBMISSION

To submit an entry through our online submission form, please [click here](#)

Hard copies may be mailed to:

Louis Jackson Writing Competition  
c/o Institute for Law and the Workplace  
Chicago-Kent College of Law  
Illinois Institute of Technology  
565 West Adams Street  
Chicago, IL 60661-3691

## DEADLINE DATE

January 22, 2020

<https://www.kentlaw.iit.edu/institutes-centers/institute-for-law-and-the-workplace/louis-jackson-writing-competition>

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# SAVE THE DATE

FOR MS. JD'S...

## 12<sup>th</sup> Annual Conference on Women in the Law

FRIDAY, MARCH 13, 2020

NORTHWESTERN PRITZKER  
SCHOOL OF LAW, CHICAGO, ILLINOIS



CO-HOSTED BY:



**ANNOUNCEMENT FOR –  
The College of Labor and Employment Lawyers and  
American Bar Association Section of Labor and Employment Law  
Annual Law Student Writing Competition for 2020**

The ABA Section of Labor and Employment Law and The College of Labor and Employment Lawyers are pleased to announce their 2020 writing competition. This competition is open to articles written while the author is an active student at an accredited law school in the United States. Authors may not have graduated from law school prior to December 1, 2019. Graduate students in law school (LLM candidates) are not eligible.

Prizes are as follows: First Place: \$3000; Second Place: \$1000, and Third Place: \$500. The first-place winning article may be selected for publication in the **ABA Journal of Labor & Employment Law**. In addition, the author of the first-place paper will be a guest at the ABA Annual Section of Labor and Employment Law Conference and honored at the Annual Induction Dinner of the College of Labor and Employment Lawyers. The College and the Section reserve the right not to select any article for publication or award any prizes if, in their judgment, the submissions do not meet their standards for outstanding legal writing.

Articles must be submitted by midnight (EDT) on June 15, 2020.

For complete rules, please

visit [https://www.laborandemploymentcollege.org/images/pdfs/AME\\_COL\\_WRITING\\_COMPETITION\\_ANNOUNCEMENT\\_AND\\_RULES\\_2020.pdf](https://www.laborandemploymentcollege.org/images/pdfs/AME_COL_WRITING_COMPETITION_ANNOUNCEMENT_AND_RULES_2020.pdf)

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**Jobs of the Week**

Below are a few select job postings for 2L and 3L/4L students. For the full posting and to view other positions go to [TLCN](#). Apply as soon as possible

<b>Job Title</b>	<b>Employer Name</b>
<a href="#">Summer Law Clerk</a>	Department of the Navy Office of Counsel
<a href="#">2020 Ella Baker Summer Internship Program</a>	Center for Constitutional Rights
<a href="#">Summer Judicial Internship</a>	Just the Beginning
<a href="#">Judicial Intern Opportunity Program</a>	American Bar Association
<a href="#">Paul D. White Scholarship and Paid Summer Clerkship</a>	BakerHostetler
<a href="#">Legal Internship (Spring, Summer and Fall)</a>	White House, Office of Science and Technology Policy
<a href="#">Extern</a>	Federal Public Defender
<a href="#">Law Student Volunteer, Summer</a>	USAO Eastern District of Michigan

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## General Info

**Join a bar association!** Getting to know your local bar association and their members is a great way to network with attorneys. Some bar associations are even free for law students.

[American Bar Association](#)

[Columbus Bar Association](#)

[Cleveland Bar Association](#)

[Detroit Bar Association](#)

[Ohio State Bar Association](#)

[Federal Bar Association](#)

[State Bar of Michigan](#)

[Toledo Bar Association](#) - Join the bar by filling out [this application](#)

[Toledo Women's Bar Association](#)

[Washtenaw County Bar Association](#)

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Find archived newsletters [here](#)

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### **2019 AFL-CIO Lawyers Coordinating Committee Directory of Members - Now Available in the OPD**

This directory contains contact information about national and local union legal departments, as well as firms that practice union-side labor law. If you are interested in using this resource, stop by the OPD or e-mail [opd@utoledo.edu](mailto:opd@utoledo.edu).

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**MPRE Test Accommodations Changes:** The process for requesting Multistate Professional Responsibility Examination test accommodations is changing. Beginning with the March 2020 MPRE, candidates must apply for accommodations **prior to registering** and scheduling a test appointment. A detailed [explanation of the application process](#) is provided at the National Conference of Bar Examiners website; please read it carefully. NCBE will begin accepting requests for accommodations for 2020 administrations of the MPRE on October 21, 2019. Candidates should not register for the exam until after they apply for, receive, and accept their accommodations decision from NCBE.

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## Bar Exam Info

For links to state bar exam websites, [click here](#).

## Ohio Bar Exam Info

[MORE ABOUT OHIO DEADLINES](#)

### 2019

Nov. 12 Admissions Ceremonies for successful July examinees who have met all admission requirements - Palace Theatre, 10:30 a.m. or 2 p.m. **NOTE: This event is on a Tuesday**

The time of the ceremony is based upon the law school attended by the examinee. [View the list by school](#). The Nov. 12 Bar Admissions ceremony will be recorded as a service for the newly admitted attorneys, their families and guests. The video will contain coverage of the entire event, including all speakers and the presentation of wall certificates. This video can be viewed in the [Supreme Court video archive](#).

Nov. 15 **Deadline:** Timely [Application to Register as a Candidate for Admission](#) to the Practice of Law (for applicants in the second year of law school)

Dec. 10 **Deadline:** Late Application to take the February 2020 bar examination

### 2020

**NOTE: When a deadline for filing an application falls on a Saturday or Sunday, the application can be timely filed on the Monday following the deadline.**

Jan. 15 **Deadline:** Late Application to Register as a Candidate for the July 2020 bar examination

Feb. 25 - 27 Administration of the February 2020 Bar Examination

April 1 **Deadline:** Application to take the July 2020 bar examination  
**Note: The dates for the July 2020 bar examination are July 28 - 29**

May 1 Release of the results of the February 2020 bar examination

May 10 **Deadline:** Late Application to take the July 2020 bar examination

May TBD Admissions Ceremony for successful February examinees who have met all admission requirements - Palace Theatre, 2 p.m.  
The May TBD Bar Admissions ceremony will be recorded as a service for the newly admitted attorneys, their families and guests. The video will contain coverage of the entire event, including all speakers and the presentation of wall certificates. This video can be viewed in the [Supreme Court video archive](#).

July 28 - 29 Administration of the July 2020 bar examination

Aug. 15 **Deadline:** Late Application to register as a candidate for the February 2021 bar examination

Oct. TBD Release of the results of the July 2020 bar examination



Nov. 1	<b>Deadline:</b> Application to take the February 2021 bar examination <b>Note: The dates for the February 2021 bar examination are Feb. 23 - 24</b>
Nov. TBD	Admissions Ceremonies for successful July examinees who have met all admission requirements - Palace Theatre, 10:30 a.m. or 2 p.m. The time of the ceremony is based upon the law school attended by the examinee. <a href="#">View the list by school</a> . The Nov. TBD Bar Admissions ceremony will be recorded as a service for the newly admitted attorneys, their families and guests. The video will contain coverage of the entire event, including all speakers and the presentation of wall certificates. This video can be viewed in the <a href="#">Supreme Court video archive</a> .
Nov. 15	<b>Deadline:</b> Timely <a href="#">Application to Register as a Candidate for Admission</a> to the Practice of Law (for applicants in the second year of law school)
Dec. 10	<b>Deadline:</b> Late Application to take the February 2021 bar examination

**IMPORTANT:** Every applicant who intends to take the Ohio bar examination shall file with the Office of Bar Admissions of the Supreme Court an Application to Register as a Candidate for Admission to the Practice of Law by November 15 of the applicant's second year of law school. *(This means in your second year of law school, whether you are on the Full-Time or Part-Time track, no matter when you plan to graduate!)* [Click here for more details.](#)

## Michigan Bar Exam Info

[MORE ABOUT MICHIGAN DEADLINES](#)

**DEADLINES FOR OTHER STATES VARY, PLEASE CHECK WITH THE STATE IN WHICH YOU PLAN TO TAKE THE BAR EXAMINATION FOR MORE DETAILS.**




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*veteran status, the presence of a disability, genetic information, familial status, political affiliation and participation in protected activities, except as mandated by pertinent legal requirements. The College of Law will take affirmative action as required or permitted by federal or state law.*