

ACADEMIC LEADERSHIP EXPERIENCE

University of the District of Columbia
David A. Clarke School of Law (UDC Law)
Washington, D.C.

Interim Dean, August 1, 2022 – Present

- Chief operating, financial, and academic officer of UDC Law
- Member of University’s Administrative Council
- Member of University’s Dean Council

Duties

- Manage overall operation, budget, and academic direction of the law school unit.
- Manage direct reports including associate deans and directors.
- Lead fundraising efforts by nurturing pre-established relationships with law school and community stake holders and building new relationships.
- Develop and execute a strategic plan for institutional growth in enrollment, retention, bar pass, and curricular design and offerings.
- Create programs and partnerships designed to meet the needs of today’s student.
- Create and implement strategies for recruiting, hiring, and retaining faculty and staff.
- Lead assessment of legal education program to comply with accreditation requirements.

Accomplishments

- Expanded faculty professional development through increased funding designed to create more opportunities for scholarship and teaching development.
- Created standard operating procedures related to faculty and staff use of professional development funding.
- Created fundraising initiative to address inequities which create non-academic issues that impede students’ ability to complete the law degree.
- Solicited and secured donations from alumni and community members to address inequities creating non-academic issues which impede student persistence in law school and ultimate ability to complete the law degree.
- Strengthened faculty advising program by establishing an initiative to build better connections through advisor/advisee lunches.
- Launched an initiative to strengthen use of university resources by aligning law school academic calendar with university academic calendar.
- Launched an initiative to create an internal “scholarship application season” to address student financial need and to generate more interest from current students.
- Launched a curricular study and assessment to prepare faculty and students for the Next Generation Bar Exam.
- Created a program to improve faculty member retention.
- Finalized current and future year budgets by forecasting and assessing unit needs.

- Developed a comprehensive spending plan for allocated Higher Education Act Title III funds.
- Developed a plan for data mining and assessment in preparation for accreditation self-study and review.
- Launched a drive to fill all open staff positions by fiscal year end.

Associate Dean for Academic Affairs, January 2022 – August 1, 2022

- Led the development, maintenance, and execution of the legal education program from pre-matriculation programs through alumni bar preparation programs.
- Assisted the Dean in managing law school operations.
- Liaised with faculty through committee work and other one-on-one interactions involving the execution of the legal education program.
- Updated and revised Student Handbook and ensured compliance with Student and Faculty Handbook rules.
- Supervised the Assistant Dean of Academic Administration, Registrar, Assistant Registrar, and a staff assistant in the Academic Affairs Department.

Director of Academic Success, July 2017 – August 1, 2022

- Created a comprehensive academic and bar success program to address bar passage decline.
- Developed, maintained, and executed a high touch academic and bar success program which included programs directed at pre-matriculated students, matriculated students, and alumni.
- Hired, trained, and supervised full time and adjunct instructors in the academic success program.
- Led the faculty in matters concerning adult learning theory and best practices associated with bar exam preparation and course instruction.
- Managed a budget in relation to administering bar exam preparation services to students and alumni.
- Proposed and administered law school foundation bar pass grants.
- Worked with commercial bar preparation vendors in providing services and materials for bar preparation.
- Supervised two instructors, an assistant director of academic success, and several adjunct instructors.

OTHER ACADEMIC LEADERSHIP EXPERIENCE

Southern Illinois University at Carbondale

Carbondale, IL, 2011 – 2017

- Director of Academic Success

Saint Louis University School of Law

St. Louis, MO, 2003 – 2011

- Associate Director of Bar Preparation Programs, 2008-2011
- Interim Director of Student Activities and Leadership, 2009

FACULTY EXPERIENCE

University of the District of Columbia David A. Clarke School of Law

Washington, D.C.

- Professor of Law, 2018 – present
- Associate Professor of Law, 2017 – 2018
 - Courses: Business Organizations I (Agency and Partnership), Contracts I, Introduction to Commercial Law, Sales and Leases, Advanced Legal Analysis and Strategies: Multiple Choice, and Legal and Bar Success Foundations

Southern Illinois University at Carbondale

Carbondale, IL

- Associate Professor of Law, 2017
- Assistant Professor of Law, 2011 – 2017

Saint Louis University School of Law

St. Louis, MO

- Associate Professor of Legal Writing, 2010 – 2011
- Assistant Professor of Legal Writing, 2008 – 2010 (programmatic change converted Instructors to Assistant Professors of Legal Writing)
- Instructor of Legal Writing, August 2003-August 2008

OTHER PROFESSIONAL EXPERIENCE

Shearman & Sterling Law Firm

New York, NY

- Associate – Bank Finance, 2000 – 2002
- Summer Associate 1997 and 1998

Judge W. Duane Benton, Supreme Court of Missouri

Jefferson City, MO, 1999-2000

- Law Clerk

PROFESSIONAL SERVICE, AWARDS, AND RECOGNITIONS

Service

- Member, DC Affordable Law Firm Board
- Subject matter expert (law): New England Commission of Higher Education regional accreditation team (reviewed a regionally accredited law school) – 2022

Membership in Professional Associations

- Association of American Law Schools – Education Law (former officer and executive committee member), Academic Support, Teaching Methods, Balance, Minorities, and Women sections
- Academic Success Black Women’s Collective – Co-Founder

- Association of Academic Support Educators Inaugural Association and Conference planning committee member (Former Executive Board Member)

Awards

- Association of Academic Support Educators Excellence Award – 2018
- Black Law Students Association (UDC Law) Academic Support Award – 2018

Recognitions

- Association of Academic Support Educators Member Spotlight – 2021
- Legal Writing Institute Spotlight, “LWI Lives” – 2016

EDUCATION

Saint Louis University, Public Policy, Ph.D., Concentration: Implementation and Management, Emphasis: Higher Education Policy, 2019

Tulane University Law School, J.D., 1999

Saint Louis University, B.A., English Literature, Certificates: Business Administration/Creative and Professional Writing Certificates, 1996

BAR ADMISSION

- New York
- Missouri (inactive status)

PUBLICATIONS

- *Advanced Legal Analysis and Strategies* (co-authored textbook on bar exam preparation), Wolters Kluwer Law Publishers (2019).
- *In the Room Where it Happens: Including the “Public’s Will” in Judicial Review of Agency Action*, Invited submission – Symposium, 72 Ark. L. Rev. 467 (2019).
- *Reimagining Accountability: A Move Toward Re-Entrenching the Higher Education Act*, 28 U. Fla. J.L. & Pub. Pol’y 35 (2017).
- *50,000 Voices Can’t Be Wrong, But Courts Might Be: How Chevron’s Existence Contributes to Retrenching the Higher Education Act*, 103 Ky. L.J. 65 (2014-2015).
- *Going Back to the Drawing Board: Re-Entrenching the Higher Education Act to Restore Its Historical Policy of Access*, Invited submission - Symposium, 45 U. Tol. L. Rev. 543 (2014); reprinted in the Institute for Higher Education Law and Governance Monograph Series (invited submission) <http://www.law.uh.edu/ihelg/series.asp> (2014).

- *Francis, Norman C.*, African American National Biography, Ed. Henry Louis Gates Jr., Ed. Evelyn Brooks Higginbotham, Oxford African American Studies Center (January 2008).

WORKS IN PROGRESS

- *Lord Willing and the Covid Numbers Don't Rise: What Evacuation Hesitancy Can Teach about Vaccination Hesitancy.*
- *To "Affinity" and Beyond: Defining and Recognizing the Value of Affinity Groups in Creating Social Capital and Professional Upward Mobility for Minorities.*

SELECTED PRESENTATIONS

- "Workshop on Legal Writing- *Teaching Writing as Resistance*," Panelist, South East Association of Law Schools (SEALS), August 2019, Boca Raton, Florida.
- "Persuasive Comment Writing: Connecting with the Administrative Process and Policy Advocacy," Moderator, South East Association of Law Schools (SEALS), August 2018, Fort Lauderdale, Florida.
- "Seeing But Not Seeing: Ending the Panoptic Trend in Higher Education Regulation," (invited to apply and accepted as a participant), Institute for Higher Education Law and Governance Workshop Learning, May 2015, Houston, Texas.
- "50,000 Voices Can't Be Wrong, But Courts Might Be: How Chevron's Existence Contributes to Retrenching the Higher Education Act," Panelist, selected from a call for papers, Association of American Law Schools (AALS), Education Law Section, The Higher Education Act at 50 panel, January 2015, Washington, D.C.
- "Going Back to the Drawing Board: Re-Entrenching the Higher Education Act to Restore Its Historical Policy of Access," Invited Panelist, *The University of Toledo Law Review Symposium, From Kindergarten to College: Brainstorming Solutions to Modern Issues in Education Law – Equal Access? An Analysis of Affirmative Action in Higher Education* panel, October 2013, Toledo, Ohio.
- "Curricular Reform Efforts that Support Outcome Measurements," Invited Co-Presenter, Law School Admission Council (LSAC) Workshop Conference, February 2012, Memphis, Tennessee.
- "Convincing Your Faculty that a Bar Preparation Program Is Valuable and Viable," Invited Presenter, Law School Admission Council (LSAC) Academic Assistance Bar Preparation Workshop, September 2010, Sacramento, California.