Monday, Feb. 1 | BLSA Raffle Ticket sales and T-shirt sales begin
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Tuesday, Feb. 2 |  
Wednesday, Feb. 3 | GA/RA Information Panel, Noon, Riley Courtroom (Room 170)
 | BLSA Movie Night, 6:30 p.m., Room 186
Thursday, Feb. 4 |  
Friday, Feb. 5 |  

**THIS WEEK**

*Black Law Student Association Valentine’s Events:* From **February 1 to February 11**, the Black Law Student Association will be hosting several events:

- A sale of raffle tickets for a chance to win a Valentine’s Day Gift Basket. The basket will be filled with all kinds of nice goodies not just candy! The tickets are 1 for $2 or 3 for $5. The winner will be announced on February 11, 2016 at Molly’s where BLSA will be hosting Bar Review. You do not have to be present to win.

- A t-shirt pre-sale in honor of Valentine’s Day. The t-shirt will say, “Keep Calm and Date a Future Lawyer.” The pre-sale price is $15, which ends on February 11. After February 11, the price for t-shirts will go up to $20. Also, BLSA will be selling “Straight Outta Law School” t-shirts for $20. There will be a sheet circulating, so that you can place your order.

- A movie night in Room 186 on **Wednesday, February 3 at 6:30 p.m** Please join BLSA members for a night of relaxation and fellowship. Popcorn and candy will be provided. The title of the movie and location is TBA.
Graduate/Research Assistant Information Panel: 2L and 3L students who currently have GA and RA positions will discuss their positions and make suggestions for securing a GA/RA for the coming academic year. Please join us on Wednesday, February 3, at noon in the Riley Courtroom (Room 170).

PLANNING AHEAD

DuPage County Bar Association Pizza Party: All NIU Law students are invited to join the DuPage County Bar Association for a free pizza party on Thursday, February 11, at 5:30 p.m., at Pizza Villa (824 W. Lincoln Hwy, DeKalb). The evening will start with a presentation from a recently admitted attorney who will talk about the first day as a new attorney and share everything she wished she knew and was told before that first day. Following the presentation will be free beer, wine, pizza and of course, networking with alumni.

FROM THE LAW LIBRARY DIRECTOR

Welcome back everyone! We hope that you had a restorative break and are having a great start to your spring term. Please let us know if there is anything that we can do to make your studying and research more comfortable in the law library. We always look forward to assisting you with any research requests at the reference desk. You should never hesitate to email us or stop by if you are struggling with a research issue or sources while conducting research this term. Below are several new updates that we’d like to bring to your attention for the Spring 2016 semester:

- Enjoy our “Mindfulness and the Law” display at the entrance of the law library or virtually (http://niu.beta.libguides.com/lawlibdisplays) when you need a break from your studying in January.

- Email us! The law library also has a virtual reference service. Please email your questions to lawreference@niu.edu, and a reference librarian will promptly reply to your research requests during our regular reference hours.

- Please enjoy the current books alcove, popular reading collection, and the new periodicals display as you enter the law library. We offer comfortable seating near the books and journals, so you may peruse recent issues at your leisure. Happy reading!

We look forward to assisting all of you with your research endeavors. I wish you a productive and prosperous 2016! ~ Professor Kuehl
OFFICE OF BUDGET AND RECORDS

May 2016 Graduates:

- If you have not done so already, please email Julie Mahoney-Krzyzek (jmahoney@niu.edu) ASAP to set up an appointment to complete your Statement of Candidacy. This is your first step in applying for graduation, and must be completed between January 19 and February 19, 2016. The second step of the process will be to apply online. This must be done between February 22 and February 29, 2016.

Reimbursement Process:

- **Purchases:** For purchases on behalf of NIU College of Law events, *expenses must be approved by Office of Budget & Records before purchase is made*. NIU Accounting reimbursement procedures change occasionally, so to ensure your reimbursement will be able to be processed, please contact us even if you have prior permission of faculty or staff members.

- **Travel:** For reimbursement for travel on behalf of NIU College of Law, you will need the approval of the Dean before the travel occurs. You must also see Julie (SP285) or Christina (SP280A2) before travel occurs to ensure that your reimbursement will be processed with appropriate required documentation.

OTHER ADMINISTRATIVE ANNOUNCEMENTS

**College of Law and University Communications:** All students are reminded that official communications from the College of Law and the university are sent to students’ Z e-mail numbers. Be sure to check daily for those communications and arrange to have them automatically transfer to your personal e-mail account, if appropriate to ensure prompt attention to official notices and requests. *Please note that you are responsible for the contents of these official communications whether or not you have read them, and failure to read and respond promptly may lead to adverse consequences.*
Winter Weather Alerts: Winter closing information is available on the university web site and is updated as weather conditions change. The university urges all students, faculty and staff to use caution and personal judgment in their travels to and from campus during winter months and to dress appropriately for protection from cold temperatures and wind.

The university also provides detailed (and often entertaining) weather forecasts from university meteorologist, Gilbert Sebenste, on a regular basis during the semester. To see what information is available and subscribe for regular weather updates by e-mail, you should go to http://weather.admin.niu.edu/contact/subscribe.shtml.

No Smoking Reminder: The Smoke-Free Campus Act prohibits smoking in all areas of campus, including all buildings and facilities on the main campus, open spaces, stadiums and parking lots. Smoking inside private vehicles passing through campus is the only exception to this policy. The campus community collectively shares the responsibility of enforcing the policy.

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The Docket is published every Monday by Associate Dean Kathleen Coles