THIS WEEK

**Latino Law Student Association:** LLSA will hold its first general meeting of the semester on **Thursday, September 10 at noon in Room 150.** Please join us and meet the executive board and upperclassmen and learn about our plans this year. We will talk about the benefits that LLSA membership includes and discuss an upcoming opportunity to attend the National Latino Law Student Association's Annual Conference, which will be held in Chicago this October! Questions and more information can be directed to [niu.latino.lawyers@gmail.com](mailto:niu.latino.lawyers@gmail.com)

**Student Bar Association:** Hello 1Ls! The SBA wanted to send a quick reminder to vote for your SBA 1L representatives! The election polls will open starting at **8:00 a.m. on Thursday, September 10, and close at 8:00 a.m. on Saturday, September 12th.**

In order to vote, please join the SBA group on TWEN (through Westlaw). This will give you access to both the 1L candidates' paragraphs and the voting polls. The link to place your vote will be on the left-hand side of the SBA TWEN page under "Customized Polling."

Two representatives from each section will be elected to represent your class for the 2015-2016 academic year. The results will be announced at the **Welcome Back Bar Crawl on Friday, September 18.** Contact the SBA at [sba.niu@gmail.com](mailto:sba.niu@gmail.com) if you have questions. Best of luck to all candidates!
**PILS Reps Needed:** Any 1L interested in joining the PILS exec board as a 1L representative should email Kelly at kellymckay10@gmail.com with a short paragraph stating why you are interested in being a rep as well as what, if any, previous experience you have in the area of public interest. (Note that previous experience is not a requirement to be a 1L rep.) Please also include your name and section number. We will be selecting two reps from each section. Paragraphs are due **Friday, September 11 by 4:00 p.m.**

**LOOKING AHEAD:**

**ABA Networking Opportunity.** The Tax Section of the American Bar Association is holding its 2015 meeting in Chicago on September 17, 18 and 19, 2015, and has invited NIU law students who are members of the section to attend. The meeting will take place at the Sheraton Chicago Hotel & Towers, 301 East North Water Street, Chicago, Illinois 60601.

ABA membership, section membership and conference registration are all free to current law students, and you are encouraged to participate. More information about joining the ABA and the Tax Section is available on the ABA web site. Registration information and forms are also available online. If you would like copies of the meeting invitation and a description of the benefits of joining the Tax Section, contact Lisa Hoebing in Room 276 (lhoebing@niu.edu).

**Bridge to Practice Externship (Chicago and Springfield):** An informational meeting will be held on Monday, September 21 from 12:00-1:00 p.m. in Room 258. Lunch will be served. Come learn about these unique opportunities and how you can spend a semester in Chicago or Springfield as a 3L while earning all your credit hours and bridging the gap between school and practice! For questions about this meeting, please contact Prof. Sheila Maloney at smaloney@niu.edu. To learn more about the externships, please see the NIU web site.

**RESEARCH ASSISTANTS NEEDED:**

**Research Assistant Opening:** Professor Heidi Kuehl is seeking an RA (with full tuition waiver) for the fall and spring terms to assist with law faculty research projects. Please email Professor Kuehl at hkuehl@niu.edu if you are interested. Interviews will be conducted with interested candidates in the next week or two.

**Research Assistant Needed:** Wendy Vaughn, Clinical Associate Professor, seeks a full-time Research Assistant for 2015-2016. The Research Assistant will receive a full-tuition waiver for academic year 2015-2016. The Research Assistant will not be required to come to the clinic in Rockford. Meetings regarding research assignments will be arranged with Professor Vaughn on Mondays on campus, or at other agreed upon times.

To apply please send the following materials to Professor Vaughn at wvaughn@niu.edu, or fax to 815-962-9984:
• a cover letter,
• resume, and
• an unofficial transcript

In order to expedite the application process and the tuition waiver, please apply as soon as possible. A decision will be made on a rolling basis as applications are received.

Judicial Externship Opportunity: A new judicial externship position is available with Bankruptcy Judge Thomas Lynch of the Federal Bankruptcy Court in Rockford.

- The Externship Program for the Western Division of the United States Bankruptcy Court for the Northern District of Illinois provides participants with the opportunity to work with a federal bankruptcy judge and his staff at the United States Courthouse in Rockford, Illinois for one or two days a week during the 2015-2016 academic year.

- Externs will observe and participate in the work of chamber’s staff by reviewing legal submissions, conducting legal research, and assisting with the preparation of legal documents, such as orders. Program participants may also assist chamber’s staff with various office functions, including proofreading, telephone communications, correspondence and scheduling. Externs will be encouraged to observe trials and other courtroom proceedings and attend pretrial settlement and mediation conferences. This posting closes on September 24, 2015 for the Fall 2015 semester and December 4, 2016 for the Spring 2016 semester. Please see the full posting on the NIU Law website.

OFFICE OF BUDGET AND RECORDS:

Attention December 2015 Graduates:

- If you are planning on graduating at the end of the Fall 2015 semester, please contact Julie Mahoney-Krzyzek (SP285) and make an appointment to complete your Statement of Candidacy. Appointments will begin October 1, 2015. This is the first of a two-step process for applying for graduation. You will be given instructions on the second step when you meet with Julie. Both steps must be completed by October 31, 2015.

Lockers:

- If you currently have a locker, that locker will be yours the entire time you are enrolled as a student here in the College of Law. No locker exchanges will be made without verification of medical necessity.
- If you do not have a locker and would like one, you must email your request to Julie Mahoney-Krzyzek jmahoney@niu.edu. A locker will be assigned to you.
- If a locker that is not registered with our office is found to have a lock on it, the lock will be cut off and contents removed. Replacing any locks that have to be cut off for this purpose will be your responsibility.
Mailboxes:

- New mailboxes have been created for all students. These are found inside the front entrance of the Law Library.
- These mail folders are for correspondence only. Do not put books, DVDs, clothing, etc. in them. There simply is not enough room for extra items, and it is very hard on the hanging files.
- Please check your mailbox regularly and do not let items accumulate.

Email:

- The NIU Z-email address is the official email for all students. You are responsible for all notices and other communications sent to that address regardless of whether or not you opened and read them. Please check your Z-email frequently to ensure receipt of all official notices, especially if you have forwarded the Z-email to another address. Communications do not always forward as expected and can be lost, dumped into trash or blocked.

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 member.

- 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.

CAREER OPPORTUNITIES & PROFESSIONAL DEVELOPMENT:

This year’s Graduate Assistants in the Career Opportunities & Professional Development Office are Rikkilee Moser, 3L and Christine Beaderstadt, 2L. They will be available to help you with your resumes and cover letters. Stop in to see them if you want to learn more about the benefits of being involved in PILS. Need to meet with the GAs or with Greg? Visit Office Manger Becky Leneau in Room 280 to set up an appointment.

Attention all 1Ls! You will be assigned a mandatory orientation time, based on your class schedule, to familiarize you with our resources and services. We look forward to meeting each one of you! Keep a lookout for that information in your mailbox.
This office also publishes "Career Corner," a weekly newsletter that lists jobs, internships, career advice, upcoming seminars, and other networking opportunities. The newsletter arrives through your e-mail, usually on Mondays (on Tuesdays on a few occasions). Be sure to read it as there is a plethora of information and links at your fingertips — all to assist you in your educational and career goals (and hopefully to make your life a little less stressful). Be sure to calendar those events and adhere to the deadlines listed in this newsletter to avoid missing out on that opportunity!

**LAW LIBRARY:**

What's new this Fall? Lots!

*Space and Collection Changes:* Over the Summer the law library staff, assisted by NIU carpenters, painters, carpet-layers, janitorial staff and a host of others, have worked hard to give the library a fresh new look with improved floor plans, collection layouts, collaborative and quiet study areas, service points, and more. Changes include:

- New carpet throughout the library
- New tables & chairs that can be easily moved for collaborative work
- New portable whiteboards
- Enlarged study carrels in the South Wing
- New informal seating areas near the entrance and in the North Wing
- New artwork from the NIU Art Museum's collections
- Combined Circulation & Reference desks for "one stop shopping"
- New Browseable Reserves collection: popular study aids and other materials are now out on open shelves instead of kept behind the Circulation Desk
- The top 20 U.S. law reviews & practitioner journals are also out on open shelves for easier browsing
- IICLEs, the Illinois Practice Series, and Nutshells have their own designated areas instead of being scattered throughout the collection
- Foreign, international and comparative law materials are now all in the North Wing
- Most large federal sets are now in the North Wing
- The South Wing is now designated a Quiet Study area
- And last but not least, a new (mobile-friendly!) website

Please stop by the library to check out all the changes! We’ll look forward to seeing everyone throughout the Fall 2015 term.

*Changes in Law Library Hours:* In response to increasing traffic from students during the morning hours, the law library will now be open at 7:30 a.m. (Monday-Friday). The full listing of revised hours is on the [law library's website](#).
One-Card Access: Having trouble accessing the law library with your OneCard (after 6:00.m.)? Please contact Professor Clarke (tclarke@niu.edu) to report your OneCard issue, and she will work on getting it fixed.

Enjoy the start to your Fall term and just let the law librarians and staff know if there is anything that we might do to make your studying more comfortable or to assist with your research! ~ Professor Kuehl

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The Docket is published every Monday by Associate Dean Kathleen Coles

Happy Labor Day!!

Clip art courtesy of Bing.com