**THIS WEEK:**

**SBA Town Hall Meeting:** The entire College of Law community is invited and encouraged to attend a town hall meeting with Dean Dannenmaier on **Wednesday, September 21, at noon in the Riley Courtroom.** Dean Dannenmaier will discuss the current budget, new University alcohol policy, and faculty hiring plans -- followed by Q & A.

**Illinois Innocence Project:** On **Thursday, September 22 at noon, in the Riley Courtroom,** attorneys from the Innocence Project will explain how innocent people are imprisoned for crimes they have not committed and how they can be exonerated.

**Researching in Non-Law Databases Brownbag Session:** The NIU Law Library is holding a brownbag session on conducting research in non-law databases on **Thursday, September 22, at noon in Room 187.** Databases available through Founders Library, including JSTOR and Academic Search Complete, will be discussed. **One lucky attendee will also win a $10 Starbucks gift card.** Bring your own lunch, but be sure to save room for Professor Clarke’s baked goods!

**Lawyers' Assistance Program Office Hours:** A clinician from the Lawyers’ Assistance Program (LAP) will be available **to meet with NIU College of Law students on Thursday, September 22, 10:00 a.m. - 2:00 p.m. in Room 149 (next to the Chessick classroom).** Appointments are available at four times throughout the semester. Get **free and confidential help** with: Stress; Anxiety;
Depression; Focusing; Worries about Character & Fitness; Addiction (alcohol, prescriptions, gambling, etc.); Having a successful 1L transition. All discussion is confidential, and there is no record of the visit. The clinician will also have literature and resources on hand to address many ethical or bar application related questions. No member of the administration is involved, ensuring absolute confidentiality. For an appointment, please e-mail Chelsy Castro at ccastro@illinois.org. Walk-ins are welcome!

**NIU Law Breakfast Club:** Join us in the north wing of the law library for the NIU Law Breakfast Club, on **Saturday, September 24, from 9:00 a.m.-11:00 a.m.** for a lively discussion of topics of interest to law students. This week, our topic will be: Stress Management and Wellness -- We all approach stress and self-care differently—mindfulness, meditation, physical fitness, time with friends, or simply muscling through difficulty. Guests from diverse backgrounds will discuss several ways to deal with the stress of law school, the legal field, and life in general. As always, coffee & bagels will be provided by Barb City Bagels.

**PLANNING AHEAD:**

**First-Year Student Professionalism Series - Diversity Dialogues Play:** The second program in this series will be a performance of "Defamation: The Play," which is being held in conjunction with NIU's Diversity Dialogues. The play is described as "a riveting courtroom drama that explores the highly charged issues of race, religion, gender, class and the law with a twist: the audience is the jury." All are invited to attend on **Thursday, September 29, from 6:00-8:30 p.m. in the Holmes Student Center Carl Sandburg Auditorium.** Attendance is mandatory for all NIU Law 1L students.

**2L Appellate Brief Pancake Breakfast:** All 2Ls please join the SBA and legal writing professors for a pancake breakfast on **September 30 from 8:00-11:00 a.m. in the Marshall Gallery.**

**Legal Advocacy Training:** Please join Lawyers Opposing Violence Everywhere (LOVE) on **Saturday, October 1, from 9:00 a.m.- 4:00 p.m., in the Riley Courtroom** for a day dedicated to learning about and addressing the issues of domestic violence and sexual assault. The Safe Passage Domestic Violence Shelter will lead our discussion throughout the day and will provide us with the necessary knowledge and tools to become successful legal advocates. Topics will include Domestic and Sexual Violence 101, Rape Myths and Rape Culture, Trauma and How it Impacts Behavior, Understanding Professional Roles on Victim Response, and more. Breakfast and lunch will be provided!

**7th Circuit Fellows’ Fall Program for Law Students:** A networking reception hosted by Littler Mendelson LLP will be held from **5:30-7:00 p.m., on Friday, October 7, at 321 North Clark Street, Suite 1000 in Chicago.** The reception will be followed by a program hosted by the Chicago law firm of Winston & Strawn, 35 West Wacker Drive, 47th floor. The Saturday program will include sessions on the Fissured Workplace, Class Actions as the New Collective Bargaining, Hot Topics and
Transitioning to Practice. These events are free of charge, but an RSVP by Wednesday, October 5, is required for both the program and the reception. To RSVP, please contact Jennifer Motley at 410-972-4712 or jmotley@laborandemploymentcollege.org. For additional information, contact Marjorie Kuda or Liz Heckenast.

**LAW LIBRARY NEWS YOU CAN USE:**

- The Law Library’s LexisNexis Digital Library subscription now includes a complete study aid package (such as the Understanding series) and allows for an unlimited number of checkouts (previously only one student at a time could use online study aids). Access the LexisNexis Digital Library from the Law Library’s home page at [http://www.niu.edu/law/academic/library/index.shtml](http://www.niu.edu/law/academic/library/index.shtml) under “Most Used Resources.”

- Online chat/text services are now available: see the “Ask a Librarian” section in the lower right hand corner of the Law Library’s home page. The chat/text service is staffed during weekday reference desk hours (Mon. – Thurs. 9 a.m. – 5 p.m., Fri. 9 a.m. – 4 p.m.). After hours, you can email or text the service and a librarian will get back to you the next business day.

- An update to the previous announcement about moves (shifting): Shifting of the collection will be happening in both the north and the south wings during the fall semester instead of just the south wing. If you are having trouble locating anything, just ask at the Circulation Desk and we will help you find it. Thank you for your understanding as we work towards making the Law Library a better space for you to study and do research.

**PRO BONO OPPORTUNITIES:**

*Looking for Pro Bono Opportunities in Illinois?* If you are looking for pro bono opportunities, please visit [www.LawStudents.IllinoisProBono.org](http://www.LawStudents.IllinoisProBono.org). On that site, students can download a free app that offers three tools: (1) legal resources on Illinois law, (2) volunteer postings search, and (3) upcoming legal events, including MCLE training. The app is available for Apple and Android devices and bolsters volunteer work by offering a statewide search for volunteer opportunities, comprehensive manuals, articles, and a calendar of training sessions and events to support those opportunities. Download to your device today!

**OFFICE OF BUDGET AND RECORDS:**

*December 2016 Graduates:* Please complete the final step to apply for graduation. You should have already met with Julie Mahoney-Krzyzek to complete your “Statement of Candidacy.” The final step is to apply for graduation online, which must be completed **between September 17 and September 23.**
Email:

- The NIU z-email address is the official email for all students. Please check it 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. You are responsible for all official notices sent by z-email, whether or not you have opened and read them.

Reimbursement Process:
For purchases on behalf of NIU College of Law events:
- Expenses must be approved by the Dean and 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.

Office Locations:
- Christina L. Raguse, Director Office Budget & Records
  Room: SP281A2 (in student affairs suite)
  Email: craguse@niu.edu
  Phone: 815-753-6580
- Julie Mahoney-Krzyzek, Office Manager
  Room: SP285 (across hall from elevator)
  Email: jmahoney@niu.edu
  Phone: 815-753-1620

OTHER ADMINISTRATIVE ANNOUNCEMENTS:

University Resources: An extended list of University resources is printed on the back page of this edition of the Docket.

Midterm Exams: Law school policy requires that final exams be graded anonymously, and most faculty prefer to grade midterms anonymously as well. Accordingly, the College of Law has created exam numbers for students to use on midterm exams. You will need to get your exam number from LeAnn Baie in the Faculty Secretaries’ Office. When you take your exams, you must identify yourself on your examination by your exam number only. If you are using ExamSoft, you will start your first answer by typing your exam number. Also note that the College of Law takes issues of academic honesty very seriously. Accordingly, there is a set of exam rules that applies to all exams taken at the College of Law. A copy of the rules was emailed to all students and is also available from Dean Falkoff or Dean Coles. Please read it and familiarize yourself with the exam rules.

Exam Accommodations: With mid-term examinations approaching, students with exam accommodations from the Disability Resource Center (DRC) should contact Dean Coles for instructions. Examination forms should be turned in to LeAnn Baie in the Faculty Secretaries’ Office or Lisa Hoebing in Room 276 and should not be given to any instructor. Students who may be in need
of exam accommodations but do not yet have a letter of accommodation should contact the DRC for an appointment at 815-753-1303 or drc@niu.edu. The DRC is located on the fourth floor of the NIU Health Services Building.

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The Docket is published every Monday by Associate Dean Kathleen Coles. Announcements for publication must be submitted to Lisa Hoebing in Room 276 or by e-mail to lhoebing@niu.edu no later than 4:00 p.m. on Thursdays.
UNITS FOR ASSISTING STUDENTS

- **Academic Advising Center:** (815-753-2573); works specifically with students who are undecided about their majors and to help choose classes.

- **Bursar:** (815-753-1885); provides services and support to NIU students, commercial customers, and other NIU Departments (student receivables, commercial receivables, cashiering, account counseling, and OneCard ID Services.)

- **Career Services:** (815-753-1641); helps students achieve their personal career goals, career counseling and workshops, résumé and cover letter preparation; **credential services** for educators, internships and co-ops.

- **CHANCE:** (815-753-0201); identifies, recruits, admits, and assist otherwise capable students whose pre-college education has not fully enabled them to take maximum advantage of their potential and the opportunities of higher education at NIU. Tutorial assistance for courses.

- **Counseling and Consultation Services:** (815-753-1206); on-campus counseling services **for students only.**

- **Advocacy Services:** (for victims of sexual assault, domestic violence, dating violence, and stalking).

- **Disability Resource Center (DRC):** (815-753-1303); Promotes and facilitates access through creative outreach and training, testing accommodations, and create inclusive environments for persons with disabilities;
  - Interpreters – for hearing impaired students, interpreters can be provided for classes and campus events.

- **Financial Aid Office:** (815-753-1300); available for students from federal, state, university, and private resources. Many students receive and utilize aid from all sources.

- **First- and Second-Year Experience:** (815-753-0028); helps freshman, sophomore, and transfer students by implementing and supporting programming that ensures student academic, personal, social, and career success.

- **Health Services:** (815-753-1311); medical services available to all students, full or part-time, who are registered and have been assessed on-campus tuition and fees. Students may use Health Services whether or not they are enrolled in the NIU Student Health Insurance Plan.

- **Military Services / Off-Campus and Non-Traditional Student Services:** (815-753-0691); provides comprehensive resources and is a single point of contact for veteran and military students and their families who attend NIU, and to help the non-traditional student get connected with the services in navigating a particular issue.

- **Office of Student Academic Success (OSAS):** (815-753-HELP (4357)); assists students in connecting to the appropriate campus resources; assists students with academic planning and pacing, and to identify and intervene with students who exhibit at risk behaviors.

- **Office of Student Engagement and Experiential Learning (OSEEL):** (815-753-8154); provides opportunities for undergraduates to engage in hands-on learning. Through OSEEL’s undergraduate research, service projects, and other high impact practices.

- **Office of the Ombudsperson:** Designated neutral, the office reports to University Council and to the University president, and provides information and consultation to faculty, staff and students on all university issues. Alternative dispute resolution services are available. All services are confidential. (815-753-1414)

- **Registration and Records:** primary information resource for students. Academic information includes but is not limited to: registration/withdrawal in classes, transcripts, dates/deadlines, residency, and graduation. Call (815-753-0681) or visit their website [http://www.reg.niu.edu/regrec/](http://www.reg.niu.edu/regrec/)

- **Scholarship Office:** (815-753-4829); works with the **Student Financial Aid Office** to connect NIU students with various scholarship resources and assists NIU offices and departments with the administration of scholarship funds.

- **Student Conduct:** (815-753-1571); coordinates the University student system, which provides an opportunity to confront and resolve academic, residential, student conduct, and disciplinary conflicts.

- **Students’ Legal Assistance:** (815-753-1701); provides the best legal assistance possible to students at Northern Illinois University.

- **University Writing Center:** (815-753-6636); one-on-one help for all students, faculty, and staff on all writing communication skills as well as brainstorming.

- **Wellness Promotion:** (815-753-9755); provides student-centered, relevant health promotion information, materials and interventions to assist students as they pursue their academic goals.