

Professional Experience

Professor of Law and Director, Legal Research and Writing Program, Duquesne University School of Law (August 2007 to the Present)

- Associate Dean for Teaching Excellence (January 2015 to June 2016).
- Developed and direct a new legal writing program incorporating full-time tenure-track writing professors and adjunct faculty.
- Program recognized by *U.S. News & World Report* as one of the nation's top legal writing programs in the Law School Specialty Rankings of the *Best Graduate Schools* issue (ranked every year since my arrival).
- Planned and oversaw creation of a new facility within the law school for writing program faculty after receipt of \$500,000 gift for the legal writing program.
- Planned, hosted, and secured funding for five national conferences: *The Colonial Frontier Legal Writing Conference* (December 2016, December 2014, March 2013, March 2011, and December 2009).
- Notable Faculty Committee Service: Faculty Senate Executive Committee (2018-19), University Faculty Handbook Committee (2014-18), Facilities Committee (Chairperson 2017-19), Law Review Advisor (2012-19), Student Publications Committee (2012-19), ABA Self-Study Committee (Executive Committee, 2011-2014), Academic Status and Admissions Committee (2009-12), Ad Hoc Curriculum Reform Committee (Chairperson, 2010-13), Curriculum Committee (Chairperson, 2010-14), Recruiting Committee (2007-12).

Associate Professor of Law and Director, Legal Research and Writing Program, James E. Beasley School of Law of Temple University (May 1996 to June 2007)

- Tenured in 1998.
- Appointed to develop and direct a new legal writing program based on full-time legal writing teachers, graduate fellows, and adjunct faculty.
- Program recognized by *U.S. News & World Report* as one of the nation's top legal writing programs in the Law School Specialty Rankings of the *Best Graduate Schools* issue (ranked for 2008, 2007, & 2006).
- Hosted *Atlantic Region Legal Research & Writing Conference* (May 1997).
- Notable Faculty Committee Service: Ad Hoc Committee on Grading (1996-98), Ad Hoc Committee on Moot Court Reform (1997-98), Ad Hoc Committee on Student Evaluations (1997-99), Clinical Committee (1998-2000), Curriculum Committee (1996-98), Executive Committee (elected 1999-2001), and Graduate Fellows Committee (1997-2006).
- University Committee Service: Faculty Senate Steering Committee Representative (elected 2000-01) and Law School Representative to Temple University Faculty Senate (elected 1998-2001).

Associate Professor of Law and Director, Legal Research and Writing Program, Leflar Law Center, University of Arkansas School of Law (July 1992 to May 1996)

- Tenure-track appointment beginning with the 1993-94 academic year; promoted to Associate Professor in 1994.
- Designed and directed a new three-semester legal writing program.
- Notable Faculty Committee Service: Curriculum Committee (1993-96), Legal Writing Committee (1992-96), Skills Competition Committee (Chairperson 1994-96, member 1992-94), Special Committee on Academic Support Program (1995-96), and Special Committee on Disabled Students (Chairperson 1994).

- University Committee Service: Committee for In-Service Training on Disability Issues (1993-94), Committee for Program Access (1994-96), and Institutional Review Board (1994-96).
- Faculty Advisor, University of Arkansas Public Interest Law Foundation, Inc., which began in 1993 and started a student-funded public interest fellowship program in 1994.
- Conceived and organized the first national conference of legal writing program directors, *The Politics of Legal Writing: A Conference for Directors of Legal Research and Writing Programs*, which was held July 28-29, 1995, in San Diego, California. Secured co-sponsorship of the conference by the West Publishing Company and the California Western School of Law.

Assistant Professor and Co-Director, Legal Research and Writing Program, University of Virginia School of Law (July 1986 to July 1992)

- Directed, taught, and administered the legal research and writing program. Taught 190 students in four or six small sections. Selected, supervised, and awarded academic credit to thirteen upper-level teaching fellows.
- Faculty advisor to the University of Virginia Legal Assistance Society, Inc., a group of more than 200 students volunteering to help local lawyers and low-income people in the community.
- Notable Faculty Committee Service: Advisory Committee on Handicapped Students (1990-91), Legal Research and Writing Committee (1986-91), Moot Court Committee (1986-92), and Trial Advocacy Committee (1986-92).

Assistant Regional Counsel and Assistant General Counsel, Commonwealth of Massachusetts Department of Social Services (August 1983 to July 1986)

- Trial lawyer for state social services agency, responsible for all cases handled by social workers in Massachusetts cities of Arlington, Belmont, Cambridge, Medford, and Somerville. Represented agency in hundreds of child custody cases involving abuse and neglect, termination of parental rights, guardianship, divorce, mental health commitment, administration of psychotropic medication, and prosecution of perpetrators of sexual abuse.
- In-house counsel for \$300 million state social services agency. Advised and trained executive and field staff on privacy and confidentiality, privileged communications, records management, computerized information systems, administrative law, child abuse and neglect, foster care and adoption, federal benefit programs, tort claims, state contracting, and commercial leases.

Deputy General Counsel, Commonwealth of Massachusetts Office for Children (January 1982 to August 1983)

- In-house counsel and trial lawyer for the state agency responsible for all child care facility licensing, individual child advocacy, state policy development for children's issues, and local children's services needs assessments. Reported directly to Acting Director/General Counsel.
- Represented agency in administrative litigation. With the state attorney general's office, prosecuted facilities offering illegal child care.

Adjunct Professor, Legal Research and Writing Program, Boston University School of Law (September 1981 to April 1982, September 1980 to April 1981)

Staff Attorney, Center for Law and Health Sciences, Boston University School of Law and Boston University Health Policy Institute (September 1978 to October 1981)

- Provided training, litigation support, and research services for Legal Services Corporation grantees, Protection and Advocacy agencies, state human services agencies, and advocacy groups throughout the nation.
- Edited nationally distributed newsletters, prepared training manuals and videotapes, and consulted on a television show on the rights of persons with disabilities.

Student Research Assistant, Professor George J. Annas, Director, Center for Law & Health Sciences, Boston University School of Law (June 1977 to October 1977)

Summer Legal Assistant, Kaye & Fialkow, Boston, Massachusetts (June 1976 to September 1976)

Education

Boston University School of Law, Juris Doctor (June 1978)

- Member of first student editorial board, *American Journal of Law and Medicine*.

State University of New York at Albany, Bachelor of Arts, Summa Cum Laude (Sociology) (June 1975)

- Member: *Phi Beta Kappa*.

Scholarship (Selected Academic)

Publications

- Jan M. Levine, *The History of Legal Writing* (chapter in *Sourcebook on Legal Writing* (Am. Bar Ass'n 3d ed. 2019 forthcoming)).
- Jan M. Levine, *Foreword: Drafting Statutes and Rules: Pedagogy, Practice, and Politics*, 55 Duq. L. Rev. 1 (2017).
- Jan M. Levine, *Foreword: Teaching the Academically Underprepared Law Student*, 53 Duq. L. Rev. 1 (Spring 2015).
- Jan M. Levine, *Designing Spaces: Planning the Physical Space for a Legal Writing Program*, 23 Perspectives: Teaching Legal Res. & Writing 158 (2015).
- Jan M. Levine, *Guest Blog on Skills: Professor Jan Levine's Legislative Drafting Course at Duquesne* (available at http://lawprofessors.typepad.com/legislation_law/2014/03/skills-professor-jan-levines-legislative-drafting-course-at-duquesne-1.html).
- Jan M. Levine, *2014 Blackwell Award Remarks* (available at <http://www.alwd.org/2014-speech/>).
- Jan M. Levine, *It's OK to Leave Law School*, 19:2 The Law Teacher 10 (Spring 2013) (available at <http://lawteaching.org/lawteacher/2013spring/lawteacher2013spring.pdf>).
- Jan M. Levine, *Remarks: One Path Towards the Future*, 49 Duq. L. Rev. 569 (2011).
- Jan M. Levine, *Foreword: Engendering Hope in the Legal Writing Classroom*, 48 Duq. L. Rev. 199 (2010).
- Julia Glencer, Erin Karsman, Jan M. Levine, & Tara Willke, *The Fruits of Hope: Student Evaluations*, 48 Duq. L. Rev. 233 (2010) (available at <http://ssrn.com/abstract=1597334>).
- Jan M. Levine, Commentary, *Don't Blame Us!*, The John William Pope Center for Higher Education Policy (available at <http://popecenter.org/commentaries/article.html?id=2328>).
- *Sourcebook on Legal Writing Programs* (Eric Easton gen. ed., 2d ed., Am. Bar Ass'n 2006) (chs. 5, 6, & 7 written by Jan M. Levine & Susan P. Liemer).
- Susan P. Liemer & Jan M. Levine, *Legal Research and Writing: What Schools Are Doing, and Who Is Doing the Teaching (Three Years Later)*, 9 Scribes J. Legal Writing 113 (2003-04) (available at <http://ssrn.com/abstract=993276>).
- Jan M. Levine, *Four Rules To Advance the Status of Legal Writing Faculty*, Sec. Newsltr. of the Assn. Am. L. Schs., Sec. Legal Writing, Analysis, & Research 12 (Spring 2002).
- Kathryn M. Stanchi & Jan M. Levine, *Gender and Legal Writing: Law Schools' Dirty Little Secrets*, 16 Berkeley Women's L.J. 3 (2001) (available at <http://ssrn.com/abstract=968690>).

- Jan M. Levine & Kathryn M. Stanchi, *Women, Writing & Wages: Breaking the Last Taboo*, 7 Wm. & Mary J. Women L. 551 (2001) (available at <http://ssrn.com/abstract=968504>).
- Jan M. Levine, *Legal Research and Writing: What Schools Are Doing, and Who Is Doing the Teaching*, 7 Scribes J. Legal Writing 51 (2000) (available at <http://ssrn.com/abstract=964912>).
- Jan M. Levine, *Leveling the Hill of Sisyphus: Becoming a Professor of Legal Writing*, 26 Fla. St. U. L. Rev. 1067 (1999) (available at <http://ssrn.com/abstract=965522>).
- Jan M. Levine & Grace C. Tonner, *Legal Writing Scholarship: Point/Counterpoint*, Persps. 68 (Winter 1999).
- Jan M. Levine, *Some Concerns About Legal Writing Scholarship*, Persps. 69 (Winter 1999).
- Jan M. Levine, *Seven Short Suggestions for Using Your Computer to Teach LRW Better*, The Second Draft (newsltr. of the Legal Writing Inst.) 13 (May 1999).
- Jan M. Levine, *Words from the Podium*, Scrivener (Quarterly Col., Winter 1996 - Spring 2002).
- Jan M. Levine, *Status and Salary*, in *The Politics of Legal Writing: Proceedings of a Conference for Legal Research and Writing Program Directors* (Jan M. Levine, Rebecca Cochran & Steve Johansen eds., West & ALWD 1996) (available at <http://ssrn.com/abstract=993266>).
- *The Politics of Legal Writing: Proceedings of a Conference for Legal Research and Writing Program Directors* (Jan M. Levine, Rebecca Cochran & Steve Johansen eds., West & ALWD 1996) (available at <http://ssrn.com/abstract=993266>).
- Jan M. Levine, *Voices in the Wilderness: Tenured and Tenure-Track Directors and Teachers in Legal Research and Writing Programs*, 45 J. Legal Educ. 530 (1995) (available at <http://ssrn.com/abstract=968698>).
- Jan M. Levine, "You Can't Please Everyone, So You'd Better Please Yourself": *Directing (Or Teaching In) a First-Year Legal Writing Program*, 29 Val. U. L. Rev. 611 (1995) (available at <http://ssrn.com/abstract=969811>).
- Jan M. Levine, *Standards for Evaluating Legal Research and Writing Teachers*, The Second Draft (newsltr. of the Legal Writing Inst.) 4 (May 1995).
- Jan M. Levine, *Designing Assignments for Teaching Legal Analysis, Research & Writing*, 3 Perspectives: Teaching Legal Res. & Writing 58 (1995) (available at <http://ssrn.com/abstract=981019>) (reprinted in *Best of Perspectives: Teaching Legal Res. & Writing* 3 (West 2001)).
- Jan M. Levine, *Figure Out How You Fit Into the Law School*, The Second Draft (newsltr. of the Legal Writing Inst.) 3 (Mar. 1994).
- Jan M. Levine, *The Final Word*, The Second Draft (newsltr. of the Legal Writing Inst.) 12 (Mar. 1994).
- Jan M. Levine with Kathryn A. Sampson, *Analytical Assignments For Integrating Legal Research And Writing* (Adams & Ambrose 1991-97) (with Kathryn A. Sampson, 1996-97).

Presentations

- Jan M. Levine, Sue Liemer, Nancy Soonpaa, & Gail Stephenson, *Doing More With Less, or Just Doing Less: Responses to the Tension Between Scholarship and Teaching* (ALWD Conf., July 2017).
- Jan M. Levine & Julia Glencer, Presentation, "We Don't Need No Or-Ee-En-Tay-Shun:" *Why An Early Start to Legal Research & Writing is the Best Way for Students to Begin Law Study* (LWI Conf., July 2016).
- Jan M. Levine & Ann Schiavone, Presentation, "We're Not in Memo and Brief Land Any More: "Statutes and Rules and Regs! Oh My!," Capital LRW Conf., March 2016).
- Jan M. Levine, Presentation, *Leading a Successful Law School Curriculum Reform Effort* (ALWD Conf., June 2015).

- Nancy Soonpaa, Sue Liemer, Jan M. Levine, & Suzanne Rowe, Panel Presentation and Discussion, *Leading with Style: Administrative Choices with Institutional and Faculty Consequences* (ALWD Conf., June 2015).
- Ted Becker, Jan M. Levine, & Sara Rankin, Panel Presentation and Discussion, *Teaching Drafting Through Collaborations* (Bringing Outside In: Social Justice Collaborations in the Legal Writing Classroom, June 2014).
- Jan M. Levine & Susan P. Liemer, Presentation, *Change from Within: Leadership for Law School Curriculum Reforms* (ALWD Conf., June 2013).
- Julia M. Glencer, Jan M. Levine, Ann Schiavone, & Tara Willke, Presentation, *Designing Spaces: Planning the Physical Space for a LRW Program* (ALWD Conf., June 2013).
- Jan M. Levine, Presentation, *Getting Your Points Across: Effective, Efficient, and Entertaining Critiques of Student Papers* (The Second Colonial Frontier Legal Writing Conf., 2013).
- Jan M. Levine, Roundtable Discussion, *Switching to the Mac* (The Second Colonial Frontier Legal Writing Conf., 2013).
- Lisa Eichhorn, Jan M. Levine, Cristina Lockwood, Deborah Paruch, & Marilyn Walter, Panel Presentation, *A Talk About Tenure: Moving Forward with Your Eyes Open* (ALWD Conf., June 2011).
- Christine N. Coughlin & Jan M. Levine, Roundtable Discussion, *Dancing with Deans* (ALWD Conf., June 2011).
- Julia M. Glencer, Erin Karsman, Jan M. Levine, & Tara Willke, Presentation, *The Fruits of Hope: Student Evaluations* (The First Colonial Frontier Legal Writing Conf., 2009).
- Jan M. Levine, Workshop Presentation, *Painless and Efficient Critiques of Student Documents Using ClipCache (& an Unlimited Library of Comments)* (ALWD Conf., 2009).
- Julia Glencer, Erin Karsman, & Jan M. Levine, Presentation, *Building and Advancing a New Program* (ALWD Conf., 2009).
- Richard Neumann, Linda Berger, Eric Easton, & Jan M. Levine, Panel Presentation, *How Can Directors Protect Academic Freedom?* (ALWD Conf., 2009).
- Jan M. Levine, Invited Panelist, *Our Place on the Continuum: Re-envisioning the Way We Prepare Law Students for Practice* (Practice Meets Pedagogy Conf., St. John's Univ. Sch. L., December 2008).
- Ken Chestek, Jan M. Levine & John Mollenkamp, Panel Presentation, *Geek 101: Using Technology Effectively (Without Having to Learn the Difference Between Star Wars and Star Trek)* (Legal Writing Inst. Conf., July 2008).
- Jan M. Levine & Molly Warner Lien, Presentation, *Stilled Voices: The Future of Legal Writing?* (ALWD Conf., July 2007).
- Mary Garvey Algero, Ralph L. Brill, Jan M. Levine & Susan P. Liemer, Plenary Sess. Breakout, *Staffing Models and Other Personnel Issues: Focus on Full-Time, Hybrids, & Fellows* (ALWD Conf., July 2007).
- Jan M. Levine, Presentation, *Rating U.S. News: What's Behind the Rankings of LRW Programs* (Legal Writing Inst. Conf., June 2006).
- Cynthia Adams & Jan M. Levine, Presentation, *Grading in Legal Writing* (N. Eng. Consortium of Legal Writing Teachers Regl. Conf., 2005).
- Rebecca Cochran & Jan M. Levine, Presentation, *Grading With Fewer Tears & Fears* (ALWD Conf., 2005).
- Ken Kirwin, Jan M. Levine & Deborah Schmedeman, Presentation, *Writing Outside the Usual Box: Expository Writing Options in LRW Courses* (ALWD Conf., 2005).
- Jan M. Levine, Presentation, *The Complete and Rapid Integration of Legal Research & Writing: A Model Curriculum* (Great Lakes Legal Writing Consortium Conf., 2005).
- Jan M. Levine, Invited Panelist, *Cutting the Gordian Knot: Reactions to Philip Kissam's The Discipline of Law Schools* (Rutgers-Camden Sch. L., 2004).

- Jan M. Levine & Susan P. Liemer, *Presentation, Leadership Tools: Visions, Strategies, and Tactics* (ALWD Conf., 2003).
- Kristin B. Gerdy & Jan M. Levine, Half-Day Workshop Presentation, *Opening Windows: A Computer Workshop for Legal Writing Professors* (Legal Writing Inst. Conf., 2002).
- Jan M. Levine, Testimony, *Testimony on Proposed ABA Accreditation Standards* (ABA Stands. Rev. Comm. & the Council of the ABA Sec. Legal Educ. & Admiss. to the B., 2000).
- Jan M. Levine, Workshop Presentation, *Opening Windows: Taking Control Over Your Computer* (ALWD Conf., 1999).
- Jan M. Levine et al., Panel Presentation, *The Personal and Institutional Risks and Benefits of High Technology* (ALWD Conf., 1999).
- Jan M. Levine, Plenary Sess. Presentation, *Salaries Paid to Full-Time Legal Writing Professors* (ALWD Conf., 1999).
- Jan M. Levine et al., Panel Presentation, *Issues Surrounding Adoption of the ALWD Citation Manual* (ALWD Conf., 1999).
- Susan DeJarnatt, Jan M. Levine, Ellie Margolis, Michael Smith, Franklin Snyder & Kathryn Stanchi, Panel Presentation, *The Death of the Closed Universe, Farewell to the Easter Bunny, and other Cosmological Myths of LRW – or – The Total Integration of Legal Research, Legal Writing, and Legal Analysis* (Legal Writing Inst. Conf., 1998).
- Jan M. Levine et al., *So You Want to Be a Writing Program Director?* (Legal Writing Inst. Conf., 1998).
- Jan M. Levine & Grace Tonner, Lunchtime Presentation, *Legal Writing Scholarship: Point/Counterpoint* (Legal Writing Inst. Conf., 1998).
- Jan M. Levine et al., Panel Presentation, *The Revised ABA Accreditation Standards and Law School Site Visits* (ALWD Meeting, 1998).
- Jan M. Levine et al., Plenary Sess. Presentation, *The Legal Writing Director's Visions and Goals: Strategies for Long- and Short-Term Institutional and Personal Planning* (ALWD Conf., 1997).
- Jan M. Levine et al., Panel Presentation, *Movin' On: Taking Your Act on the Road – Strategies and Tactics for Running "Your" Program at a "New" Place* (ALWD Conf., 1997).
- Jan M. Levine et al., Panel Presentation, *Learning Theory, Learning Disabilities, and Legal Writing* (Legal Writing Inst. Conf., 1996).
- Jan M. Levine et al., Panel Presentation, *Skills Training and Legal Writing Programs: Tastes Great or Less Filling?* (Legal Writing Inst. Conf., 1996).
- Jan M. Levine, Presentation, *Status and Salary* (The Pol. of Legal Writ: A Conf. for Legal Research & Writing Program Dirs., 1996).
- Jan M. Levine, Presentation, *Voices in the Wilderness: Tenured and Tenure-Track Directors of LR&W Programs* (Legal Writing Inst. Conf., 1994).
- Jan M. Levine, Presentation, *Designing Assignments for Teaching Legal Analysis, Research, and Writing* (Legal Writing Inst. Conf., 1994).
- Jan M. Levine et al., Panel Presentation, *Learning Disabilities and Legal Education* (Legal Writing Inst. Conf., 1992).

Awards, Service, & Consulting (Selected Academic)

American Bar Association (ABA)

- Committee on Communication Skills, ABA Section of Legal Education and Admissions to the Bar (Chairperson 1998-99, Vice-Chairperson 1997-98, Member 2000-05, 1995-99).
- Committee to Draft the Second Edition of the ABA *Sourcebook on Legal Writing*, Section of Legal Education and Admissions to the Bar (2003-05).
- ABA Accreditation Site Team Member (2001).

Association of American Law Schools (AALS) Faculty Recruitment Conference

- Host for Panel Discussion, *The Legal Writing Professor's Perspective* (2007-10, 1998-2005).

Association of American Law Schools (AALS) Section on Legal Writing, Reasoning and Research: Section Award (2014)

- Honoring outstanding contribution to the field of legal writing, reasoning, and research via service, scholarship, and legal-writing program design or other activity valuable to the advancement of the field of legal writing.

Association of Legal Writing Directors (ALWD)

- Founding President (1996-97).
- Board of Directors (2009-10, 2002-05, 1998-2001).
- DIRCON Listserv Manager (1994-2006).
- ALWD Guide Task Force (2017-18, ALWD Citation Manual Advisory Board (2012-13, 1998-2000).
- Bylaws Committee (2010-11, 2002-03, 1999-2000, 1995-96).
- Conference Planning Committee (2005-06, 1998-2000, 1995-96).
- Listserv Committee (Chairperson 2005-06, Member 2002-04).
- Survey Committee (2013-16, 1999-2002).
- Leadership Committee (2014-16).

Thomas F. Blackwell Memorial Award for Outstanding Achievement in the Field of Legal Writing (2014)

- This distinguished award is presented annually by the Association of Legal Writing Directors and the Legal Writing Institute to a person “who has made an outstanding contribution to improve the field of Legal Writing by demonstrating an ability to nurture and motivate students to excellence, a willingness to help other legal writing educators improve their teaching skills or their legal writing programs, and an ability to create and integrate new ideas for teaching and motivating legal writing educators and students.”

Consultant on Legal Research and Writing Programs and Faculty

- University at Buffalo Law School (2009).
- University of Akron School of Law (2009).
- Cleveland-Marshall College of Law, Cleveland State University (2007).
- Franklin Pierce Law Center (2006).
- Indiana University School of Law, Indianapolis (2003).
- Washington & Lee University School of Law (2001).
- Louisiana State University Law Center (2000, 1999).
- J. Reuben Clark Law School, Brigham Young University (1998).
- University of Maryland School of Law (1998).

Legal Writing Institute (LWI)

- Board of Directors (1998-2002).
- Bylaws Review Committee (Chairperson 2000-01).
- Website and Listserv Committee (1998-2002).

Scribes: American Society of Writers on Legal Subjects

- Board of Directors (1999-2002).

Themis Bar Review

- Pennsylvania Performance Test Lecturer (2009-18).

Bar Admission

United States Court of Appeals, First Circuit (March 1980)

United States District Court, District of Massachusetts (August 1979)

Massachusetts Supreme Judicial Court (December 1978)

Contact Information

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