ABA ASSOCIATE DEANS CONFERENCE
JULY 11-13, 2017
INTERCONTINENTAL CHICAGO MAGNIFICENT MILE

A Day in the Life of an Associate Dean:
Leadership, Management, Finances
Administration and Beyond
Deans and Associate Deans can work very closely together, ideally complementing each other’s strengths and weaknesses. This panel of former associate deans who are now deans will share their insights about how to establish and maintain a positive and effective working relationship with your dean; how to identify and set expectations; and how to work with the non-associate dean-dean.

Marcilynn A. Burke (Moderator)
Dean and Professor
University of Oregon School of Law

Cynthia L. Fountaine
Dean and Professor
Southern Illinois University School of Law

Andrew Klein
Dean and Professor
Indiana University-Indianapolis
Robert H. McKinney School of Law

Harold J. Krent
Dean and Professor
Chicago-Kent College of Law
Illinois Institute of Technology

Jennifer L. Rosato Perea
Dean and Professor
DePaul University College of Law
6:00 p.m. – 7:00 p.m.  
Opening Networking Reception  
Toledo 5th Floor

7:00 p.m.  
Dinner on Own

WEDNESDAY | JULY 12, 2017

7:30 a.m. – 4:00 p.m.  
Registration and Exhibits  
Avenue Ballroom Foyer/ Lobby Level

7:30 a.m. – 8:30 a.m.  
Breakfast  
Avenue Ballroom West/ Lobby Level

8:30 a.m. – 9:15 a.m.  
Plenary: The Nuts & Bolts of a Day in the Life of an Associate Dean  
Avenue Ballroom East/ Lobby Level

In this session, experienced associate deans will discuss their approaches to the basic and regular tasks and problems that arise for associate deans. From designing a schedule that meets the needs of faculty and students, to dealing with emergency situations, to balancing the scholarly and teaching priorities of the faculty, the panelists will share their best practices and provide their advice about how best to deal with all of the short-term urgent matters that arise while also keeping a focus on the longer-term strategic aspects of the job.

Daniel M. Filler (Moderator)  
Dean and Professor  
Drexel University  
Thomas R. Kline School of Law

Marcilynn A. Burke  
Dean and Professor  
University of Oregon School of Law

Ruben J. Garcia  
Associate Dean for Faculty Development & Research and Professor  
University of Nevada-Las Vegas  
William S. Boyd School of Law

Johnny D. Pryor  
Assistant Dean for Student Affairs  
Indiana University-Indianapolis  
Robert H. McKinney School of Law

9:15 a.m.  
Break  
Avenue Ballroom Foyer/ Lobby Level
Day in the Life Sessions

Associate Deans encounter a wide variety of scenarios requiring the knowledge of academic procedures, compassion, and common sense. In this session, participants will discuss some of those scenarios and the strategies, skills, and knowledge that will help to navigate them. Attendees will receive their room assignments at registration.

10:45 a.m.
Break

11:00 a.m. – 11:45 a.m.  Plenary:
Report back on Day in the Life Sessions

11:45 a.m. – 12:15 p.m. Thomson Reuters Practice Ready Session

12:30 p.m. – 1:30 p.m.
Lunch
Sponsored by AccessLex Institute

1:45 p.m. – 3:00 p.m.
Breakout 1:
A Balanced Life? Advice on How to Make it “All Work”
The elusive work-life balance can be a particular challenge for new associate deans as they engage in all aspects of their lives. This workshop will provide observations, insights, and strategies to help you successfully manage these new roles and changing relationships with colleagues, staff, students, and family.

Jeffrey A. Dodge
Associate Dean of Students & Administration and Professor
University of Idaho College of Law

Breakout 2:
Designing a Schedule to Maximize Your School’s Academic Goals
The law school schedule provides a unique opportunity to maximize and advance a school’s academic goals. Determining which classes should be offered and when, accommodating faculty preferences and expertise, and balancing bar courses and skills training electives can all be used to strategically advance the academic mission of the school. This session will explore the various challenges and trade-offs that inevitably arise with schedule design.

Viva Moffat
Associate Dean of Academic Affairs and Professor
University of Denver Sturm College of Law

Breakout 3:
Dealing with Students in Distress or Crisis
This session will explore good practices for Associate Deans when dealing with students in distress, including proactively building relationships with different campus departments that deal with distressed students, offering programming designed to relieve stress and promote social interaction, working with faculty and others to identify students at risk, and becoming aware of federal mandates such as the American Disabilities Act, Title IX, and the Clery Act.

Michelle Mason
Sr. Associate Dean for Clinical Education, Experiential Learning & Engagement and Associate Dean for Enrollment
Florida International University College of Law
3:00 p.m.

**Break**

Sponsored by iLaw

Avenue Ballroom Foyer/ Lobby Level

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3:15 p.m. – 4:00 p.m.

**Plenary: Legal Issues for Associate Deans**

Avenue Ballroom East/ Lobby Level

Associate deans are on the front lines of numerous legal issues that arise throughout the day, including employment law, Title IX, FERPA, labor relations, financial aid regulations, disability accommodations, and student discipline. What are the common legal issues that arise and how should you handle them? When should you involve your general counsel's office? How worried should you be about litigation from disgruntled students, vendors, or employees? How do you take off your "lawyer hat" and work effectively with your legal team as a client? A dean and her university’s general counsel, plus an associate dean, address these and other issues.

Larry Cunningham [Moderator]

Vice Dean and Professor of Legal Writing

St. John’s University School of Law

Jennifer L. Rosato Perea

Dean and Professor

DePaul University College of Law

José D. Padilla, Esq.

General Counsel

DePaul University

Joel Nichols

Associate Dean for Academic Affairs and Professor

University of St. Thomas Law School

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4:00 p.m. – 4:30 p.m.

**West Academic Casebook Plus Session**

Avenue Ballroom East/ Lobby Level

Join West Academic’s Jeremy Pischke to learn about CasebookPlus™, your partner in student learning and assessment. Anchored by faculty-authored self-assessments keyed to our most popular casebooks, CasebookPlus allows students to test their understanding of core concepts as they are learning them in class. Adopt the CasebookPlus option of your chosen text, and provide your students with all the tools they need to gauge their understanding of the material—on their own. For faculty who wish to view their students’ quiz progress and results, we’ve added a new optional, customizable reporting capability that can help you evaluate your students’ understanding of the material.

* Be sure to attend this session as attendees will be entered into a drawing to win a $50 Visa gift card from West Academic.
THURSDAY, JULY 13, 2017

8:00 a.m. – 11:00 a.m.
Registration and Exhibits
Avenue Ballroom Foyer/ Lobby Level

8:00 a.m. – 9:00 a.m.
Breakfast
Avenue Ballroom West/ Lobby Level

9:00 a.m. – 10:00 a.m.
Plenary: Budgeting Basics
Avenue Ballroom East/ Lobby Level

Lawyers and law faculty often joke that they’re not good at math, but law professors who serve as associate deans must often deal with budget issues. This session is designed to give new and experienced associate deans a primer on budgeting and finance, including how to work effectively with a budget officer. Issues pertaining to university-based and stand-alone law schools will be addressed by an experienced dean and law school CFO.

Shelley Ross Saxer
Vice Dean and Laure Sudreau-Rippe Chair in Law
Pepperdine University School of Law

J.D. Schleppenbach
Director, Fiscal and Administrative Services
Pepperdine University School of Law

Michael A. Simons
Dean and Professor
St. John’s University School of Law

Leah Witcher Jackson Teague
Associate Dean and Professor
Baylor University School of Law

10:00 a.m.
Break
Avenue Ballroom Foyer/ Lobby Level

10:15 a.m. – 11:15 a.m.
Breakout 1: Interacting with Other Constituencies
Avenue Ballroom East/ Lobby Level

It is important to understand how the law school finances are managed in conjunction with either the university within which the law school operates or with a board if the law school is independent. As many law schools experience a reduction in student enrollment – either intentional or unintentional – interaction with university officials may become strained as law schools face potential budgetary shortfalls. What are the various models for working with other constituencies during these difficult times?
Breakout 2: Transparency

In the past, financial resources at law schools were not as constrained as they are now. When resources become scarce and difficult decisions are required, faculty, staff, students, and alumni demand more transparency as to how financial resources are being prioritized. How can this information be effectively communicated so that the community will work together to achieve goals instead of fighting over these scarce resources?

Leah Witcher Jackson Teague
Associate Dean and Professor
Baylor University School of Law

Breakout 3: Making Difficult Strategic Decisions

With diminishing financial resources, law school officials must prioritize expenditures of financial and people resources. Given that law schools have tenured faculty members and these labor resources constitute a large portion of the expense side of the budget, how can law school administration maintain a functioning operation with less revenue?

Larry Cunningham
Vice Dean and Professor of Legal Writing
St. John’s University School of Law

Michael A. Simons
Dean and Professor
St. John’s University School of Law

Conference Concludes
2017 Associate Deans Conference Planning Committee

Viva Moffat, Co-Chair
Associate Dean of Academic Affairs and Professor
University of Denver, Sturm College of Law

Sondra Tennessee, Co-Chair
Associate Dean for Student Affairs
University of Houston Law Center

Nancy Benavides
Associate Dean for Student Affairs
Florida State University College of Law

David Moore
Associate Dean of Research & Academic Affairs and Professor
Brigham Young University, J. Reuben Clark Law School

Larry Cunningham
Vice Dean and Professor
St. John’s University School of Law

Shelley Ross Saxer
Vice Dean and Professor
Pepperdine University School of Law