

# The University of Akron School of Law

## Self-Guided Tour Route

**Note:** Please do not disturb classes, meetings, or seminars that are in session. If a room is not in use, feel free to walk in and look around. If no one is in a room, please turn the lights off when you leave.

Begin your tour in the **Atrium**, the two-story open area at the center of the School of Law. Prior to 1993, the School of Law was housed in three separate buildings – **West Hall**, the **C. Blake McDowell Law Center**, and the **Buckingham Education Center**. The Atrium was constructed in 1993 to unify the School of Law into one continuous physical structure. West Hall and the Law Center are still shown on maps as two separate buildings, but they are all part of the School of Law.

On the first floor of the Atrium, you will see the entrance to the **Dean's Office** (Suite 136), as well as two seminar rooms (Rooms 133 and 134) and the **Career Planning and Placement Office**. The seminar rooms are used for administration meetings, student organization meetings, study sessions, and small classes.

**The Career Planning and Placement Office (CPPO)** is staffed by **Barbara Weinzierl** and **Jeanne Kennedy**. The CPPO helps law students and alumni in the following ways:

- On-campus interviews with law firms, businesses, and government agencies
- Job fairs for small- and medium-size law firms
- Government Information Fairs for students considering careers in the public sector
- Mock interviews with attorneys and hiring partners from local law firms
- Personal consultations with Barbara by appointment
- Career planning library – self-help books, directories, and other materials available for use within the CPPO
- Career planning database managed by Symplicity

For more information on the CPPO, visit [www.uakron.edu/law/career/](http://www.uakron.edu/law/career/).

Administrator offices within the Dean's Office include the following:

- **Receptionist: Mary Ann Garrett** is the School of Law receptionist. She and her staff of student assistants greet visitors to the School of Law, monitor the flow of traffic in and out of the Dean's Office, work with prospective student data entry, maintain the information table inside the reception area, and coordinate mailings for various departments within the School of Law.
- **Alumni and Development: Associate Dean Meg Matejkovic, Development Director Carolyn Mehl, Assistant Development Director Gary Bogue, Sue Staats, and Michele Novachek** make up the Alumni and Development staff. The development staff coordinates alumni outreach efforts, including alumni events in the greater Akron area and around the country. Carolyn and Gary work with donors in an effort to increase the School of Law's endowment. Part of this endowment goes to provide scholarships for law students. For more information on Alumni and Development, visit
  - » Alumni: [www.uakron.edu/law/alumni/](http://www.uakron.edu/law/alumni/)
  - » Endowed Scholarships: [www.uakron.edu/law/admissions/finaid/scholarships.dot](http://www.uakron.edu/law/admissions/finaid/scholarships.dot)
- **Internal Functions: Assistant Dean Rosemary Cannon and Anthony Colucci** work with various internal aspects of the School of Law, including accounting, budget, finance, physical facilities (maintenance and custodial), student organizations, and graduation ceremonies.
- **Marketing: Diana Vickers** coordinates all of the law school's internal marketing efforts. She assembles, writes, and edits the semiannual alumni magazine, writes press releases, pitches news stories to local and national media, creates print and electronic marketing pieces, and writes copy for the School of Law website, among many other duties.
- **Faculty Support: Angela McElrath, Misty Franklin, and Shannon Aupperle** provide administrative support to the faculty. Producing class rosters, completing word processing tasks, and photocopying assignments and exams are just a few examples of the many ways they assist our fine faculty.

- **Academic Affairs: Associate Dean William Jordan** doubles as a professor and an administrator. Not only does he teach Property to first-year students in the spring and fall, but he also oversees many of the academic aspects of the School of Law. He is involved in writing grants to fund special projects, oversees scholarship efforts of the faculty, and works with the master class schedule for each semester. Dean Jordan also works on special projects such as the annual Elder Law Symposium, the annual Intellectual Property Law Symposium, and the annual Constitutional Law Symposium.
- **Office of the Dean: Marchelle Bobbs** provides administrative support to the Dean of the School of Law, **Martin H. Belsky**. Dean Belsky began his academic career in 1982 as Associate Professor of Law and director of the multi-disciplinary Center for Governmental Responsibility at the University of Florida. From 1986 to 1995, he served as Professor, Dean and President at Albany Law School. From 1995 to 2007, he served as Professor and Dean at the University of Tulsa College of Law. Dean Belsky joined The University of Akron School of Law in January of 2008 as Dean and Randolph Baxter Professor of Law.
- **Admissions Office: Assistant Dean Lauri Thorpe, Adam Messner, Ivy Washington-Marshall, and Terri Bisesi** make up the Admissions staff. Dean Thorpe oversees the day-to-day operations of the admissions office and currently doubles as Assistant Dean of Student Services, overseeing Liz Sauders. Adam and Ivy handle most of the off-campus recruitment and coordinate individual visits to the School of Law, and Adam also produces statistical reports. Terri primarily processes applications, corresponds with applicants, and supervises the student assistants employed by Admissions. For more information on admissions,
  - » Visit [www.uakron.edu/law/admissions/](http://www.uakron.edu/law/admissions/)
  - » Contact the Admissions Office at [lawadmissions@uakron.edu](mailto:lawadmissions@uakron.edu)
- **Student Services and Records Management: Liz Sauders** manages all permanent records on past and present law students. She also assists students with scheduling and registration issues, and with filing bar exam application and graduation paperwork. Class rankings, dean's list, and other academic matters are also handled in this office.

Looking up toward the top of the Atrium, on the second floor, you will notice several offices. The office suite on the west side of the Atrium (the side on which the main entrance is located) houses our **Center for Intellectual Property Law** and **The Miller Institute for Professional Responsibility**, as well as our three full-time faculty members who teach most of our Intellectual Property Law courses and our primary Professional Responsibility Professor. For more information, visit

- Intellectual Property: [www.uakron.edu/law/ip/](http://www.uakron.edu/law/ip/)
- Professional Responsibility: [www.uakron.edu/law/millerbecker/](http://www.uakron.edu/law/millerbecker/)
- Faculty: [www.uakron.edu/law/faculty/directory.dot](http://www.uakron.edu/law/faculty/directory.dot)

Also on the second floor of the atrium are three offices, two of which are used by adjunct faculty for office hours, mock interviews, and on-campus interviews.

Proceed past the Dean's Office on the right hand side and head toward the north end of the building, leaving the atrium. On the right, you will notice a large bulletin board. This is used for administrative announcements, such as registration and financial aid deadlines, class schedules, class cancellations, and building hours. These announcements are also communicated via our student e-mail listserv as soon as they are available.

You will also notice a directory of faculty and administrator offices. Most of the faculty offices are located in the library.

After passing the administrative announcement bulletin board, turn right at the next corner. Ahead and to the left, you will see another large bulletin board. This is used by the CPPO to post job openings and other employment-related announcements.

Continue down the hallway containing the CPPO bulletin board. Straight ahead, you will see Room 151, which is the largest classroom and moot court room at the School of Law. Room 151 is an every-day classroom, but it is also used for special events such as open houses, moot court and mock trial practices and competitions, guest speakers, faculty meetings, Continuing Legal Education courses, and Career Planning seminars. This room, as well as all of our other classrooms, is equipped with a projector and large projection screen, as well as a media panel to which presenters can

connect laptop computers in order to integrate internet applications and multimedia presentations into their presentations. In addition, all classrooms have DVD players and VCRs, and each desk is wired for electrical access for laptop computers. The computer network at The University of Akron is wireless, so there is no need for Ethernet outlets.

**A few words on wireless computing and laptops:** Laptops are not required at The University of Akron School of Law, but almost all of our students own them and use them regularly at the law school. In-class applications include ready access to notes and outlines, note-taking software (such as Microsoft OneNote), access to Lexis and Westlaw, and access to faculty web pages. Many professors also permit students to write exams on their laptops. The wireless network is available in every room of every building on campus. For more information, visit [www.uakron.edu/law/technologysupport/index.dot](http://www.uakron.edu/law/technologysupport/index.dot).

**Note:** This self-guided tour does not contain detailed descriptions of each and every classroom. Feel free to enter any classroom that is unlocked and is not being occupied by a meeting, seminar, or class. **Please DO NOT disturb any classes, meetings, or seminars that are in session.** If class is not in session, feel free to walk in to any classroom to look around. If no one is in a room, please turn the lights off when you leave.

Leave Room 151 through the main (upper) entrance and look to your left, through the two sets of double-doors. **Room 152**, another classroom, is down this short hallway. On the right-hand side of this short hallway is our **Technology Support Office**, which is staffed by full-time and student assistant technology support personnel. This group is available to assist students, faculty, and staff with all manner of technology support issues. For more information, visit [www.uakron.edu/law/technologysupport/index.dot](http://www.uakron.edu/law/technologysupport/index.dot).

Continue down the main hallway and turn left when the hallway dead-ends. **Room 165** (classroom) will be on your right, and **Rooms 166** (faculty/staff lounge) and **Room 167** (classroom) will be on your left.

Continue down this hallway and turn left when the carpet ends and the light-tiled floor begins. Pass the two sets of large glass doors and turn right at the next door. Climb two flights of stairs and turn right at the top of the second flight to enter the **Library**.

Upon entering the library, the first thing you will see is the **Circulation Desk**. This area works like the circulation desk at any other library – if you need something or need to check out materials, this is where you go for help. Any materials in the **Reference Collection**, as well as access keys for the third-floor group study rooms, also must be checked out at the Circulation Desk. Most of the library's administrative office are located in the area of the Circulation Desk. For more information on our librarians and library staff, visit [www.uakron.edu/law/library/](http://www.uakron.edu/law/library/).

If you turn to the left, you will see the **Reference Desk**, which is staffed during most library hours by one of the librarians. This is where students who need more detailed assistance with legal research may go.

To the right of the Reference Desk, you will see the **Main Computer Lab**. This lab is a multi-purpose lab with approximately 25 workstations. The lab allows students to do word processing tasks, print documents, check e-mail, register for classes, and do research. Note that students with wireless-equipped laptops can do exactly the same tasks on their laptops as they can on the lab computers, since the School of Law also has a wireless printer. Most students choose to use their laptops instead of the computer lab, so there is generally no problem with computer access for students who need it.

Turn to the left and head up the stairs to the third floor. Turn right at the top of the stairs and turn right again at the first hallway. This area contains nine **group study rooms**, which are available on a first-come, first-served basis to law students. These rooms may be used by individuals or by groups, and rooms 345 and 351 contain video viewing equipment to view supplemental study videos available at the circulation desk.

Also in this area are four offices belonging to The University of Akron School of Law's four publications, the **Akron Law Review**, the **Akron Tax Journal**, the **Akron Constitutional Law Journal**, and the **Akron Intellectual Property Law Journal**.

All four journals are produced by the same staff and have a strict set of eligibility requirements. To be eligible, students must be in the top 15% of the class (typically around a 3.3 GPA) as of the end of the first year of law school (or as of the end of the fall semester of the second year for part-time evening students). Students not in the top 15% of the class but carrying a GPA of at least 2.7 (typically the top 50% of the class), are eligible to try to “write on” to the Law Review by completing a writing assignment and submitting it to the Editorial Board. Based on this assignment, the Editorial Board may choose to offer law review seats to students who show promise but were not eligible to “grade on.”

The first year of law review is considered an internship and does not carry a stipend. Students may elect to receive one hour of credit per semester of this internship.

After students complete an internship, they may apply for a position on the Editorial Board. Editorial Board members may elect to receive one hour of credit per semester served on the Board, and they are also paid stipends ranging from \$1,000 to \$5,500 for one year’s service.

For more information on our journals, visit [www.uakron.edu/law/about/journals.dot](http://www.uakron.edu/law/about/journals.dot).

Exit the group study area and turn right. To your left and straight ahead, you will see book stacks. This tour does not go into detail about the library’s classification system, but you will learn more about the law library in your first year Legal Analysis, Research, and Writing (LARW) class.

Continue straight ahead and make a right at the bottom of the stairs. Make a left after the book stacks, and then an immediate right. To your right, you will see **Room 317, the Office of Academic Success Programs (OASP)**, coordinated by **Katherine Kelley**. The purpose of the OASP is to provide academic support to all law students through tutorial sessions with Katherine or student tutors; group tutoring sessions led by upper-division students; seminars conducted during the academic year for current students and during the summer for entering students; and the OASP library, which consists of a number of supplements, hornbooks, references and self-help guides available for use by **all** law students.

Turn around to face the West end of the building (you should see a large open area ahead and to the left that looks down to the floor below), and proceed straight ahead toward **Room 301**. Room 301 houses our **Secondary Computer Lab**. This lab was originally designed as a research computer lab, but since most law students now have laptops, it is used mainly for special seminars conducted by Lexis and Westlaw, as well as faculty and staff software training. This lab is available for use by all law students whenever the library is open and whenever it is not in use for a seminar or training session, and is staffed by upper-division student representatives hired by Lexis and Westlaw. These upper-division students are available for a total of 30-40 hours a week to assist law students with legal research questions.

**A note on Lexis, Westlaw, and other electronic resources:** The University of Akron and the School of Law subscribe to many electronic databases that can be accessed from any computer on campus, and most of which can be accessed from your home, as well (assuming you have Internet access). Law students have access to these resources beginning on their first day of Orientation. For more information on resources to which the University and the School of Law subscribe, visit [www.uakron.edu/law/library/guides.dot](http://www.uakron.edu/law/library/guides.dot).

To the left of Room 301, facing the West end of the building, you will see several doorways. These are **faculty offices**. Most of the faculty at The University of Akron School of Law have their offices in the Law Library.

Proceed to the staircase at the center of the room and head back down to the second floor. You will see approximately 20 rows of book stacks and many large study tables. Proceed through the main floor, back to the circulation desk, and exit the library through the main doors. Take the stairs back down to the first floor of the School of Law and find your way back to the Atrium.

Once in the atrium, face away from the Dean’s Office so that you are looking at two sets of stairs leading down to two sets of large wooden double doors. To the right of the double doors, you will see a third set of stairs leading up. Take this third set of stairs up to the second-floor landing and proceed through the doors into **West Hall**.

**West Hall** is part of the School of Law, but is denoted on campus maps as a separate building. The second floor of West Hall houses three classrooms, two moot court rooms, a seminar room, and eight faculty offices. The first floor houses the student lounge, the legal clinic, student organization offices, and additional office space. Again, feel free to look into any of the classrooms, seminar rooms, or moot court rooms, **but be careful not to disturb classes, meetings, seminars, or competition team practices that may be in progress.**

**A word on the moot court rooms and our competition teams:** The University of Akron is very well-known for its training of trial attorneys. Several of the courses in our Litigation track are held in the moot court rooms in West Hall. In addition, these rooms are used by our moot court and mock trial teams to prepare for competitions. For more information on competition teams and the litigation program, visit

- [www.uakron.edu/law/teams/](http://www.uakron.edu/law/teams/)
- [www.uakron.edu/law/curriculum/academictrack.dot](http://www.uakron.edu/law/curriculum/academictrack.dot)

Leave the second floor of West Hall the way you entered and proceed down the stairs into the Atrium. Turn right immediately and head down the stairs into the **Student Lounge**. This room is usually very active between noon and 1:00 pm, when all full-time day law students have a lunch break built in to their schedules, and between 5:00 and 6:30 pm, when part-time evening students are arriving for class. On the north wall (the same wall as the main entrance), you will notice several rows of mail slots. Each student and student organization is assigned a numbered mail slot during Orientation Week. These are used by the law school administration and faculty to communicate with the law students. In addition, we have a student e-mail listserv that is used to post important announcements about job openings, apartments for rent, scheduling information, bar exam filing deadlines, and other such items.

To the right of the mail slots is the vending area. The School of Law does not have food service, so most students either bring food from home, buy food at Street Treats (across Wolf Ledges on the concourse between the Buckingham Center and the CBA), or eat at the Student Union, which is about a five-minute walk from the School of law.

On the side of the Student Lounge opposite the mail slots are the **Student Organization Offices**. Each student organization receives office space, even if it is shared with one or two other organizations. For more information on student organizations at The University of Akron School of Law, visit [www.uakron.edu/law/students/studentorgs/](http://www.uakron.edu/law/students/studentorgs/).

On the east end of the Student Lounge is a hallway which leads to the **Legal Clinic**. Feel free to enter the clinic and let the Program Specialist, **Maureen Davis**, know that you are just having a look around the law school. **The clinic often hosts clients as well as individuals from the outside legal community. In addition, the clinic is a work area for students employed by the clinic. Therefore, the clinic should be treated as a WORKING LAW OFFICE.**

Currently, there are three clinical professors in our Legal Clinic – **J. Dean Carro** (who oversees the clinic and is also a Professor of criminal law), **Steve Cook** (who works primarily with the New Business Legal Clinic and also teaches business planning), and **Joann Sahl** (who oversees the Civil Litigation Clinic). Students must be finished with the first year of law school and complete an interview process before becoming involved in the clinic. Students may work in the clinic in the following capacities:

- **Appellate Review:** Upper division students represent criminal defendants in post-conviction matters and appeals. Students have primary responsibility for preparing briefs to be filed in Ohio and federal trial and appellate courts, including the U.S. Supreme Court and the U.S. Court of Appeals for the Sixth Circuit.
- **Criminal External Placement Clinic:** Students can obtain a limited license (legal intern certificate) to practice law after completing two-thirds of their credit hours. These students may be placed for credit in local prosecutors' and public defender offices. These students represent the government or indigent clients in misdemeanor cases.
- **Jail Inmate Assistance Program:** The Inmate Assistance Program, a student-supervised project, is the only one of its kind in Ohio. Under the direction of staff attorneys, students travel to the Summit County

jail, conduct interviews with inmates, and provide general legal information on criminal and civil problems. The program refines invaluable client interviewing skills and broadens students' understanding of the subtleties of the criminal justice system.

- **Judicial Placement Clinic:** Students with especially strong academic records can be placed for credit with any of our area federal or state court judges. We regularly place students with the Ohio Supreme Court, the United States Court of Appeals for the Sixth Circuit, the United States District Court for the Northern District of Ohio, the Fifth, Seventh and Ninth Appellate courts, Common Pleas and Municipal Courts. These students research for the judges and assist with the work of the court.
- **New Business Legal Clinic:** Under the supervision of a licensed attorney, second and third year law students provide non-litigation, transactional legal and business advice including business planning, employment, contract/lease, tax and entity formation information. The NBLC provides advice and counsel to new or emerging businesses that would otherwise be unable to hire outside counsel and that have been in operation less than five (5) years and with gross annual revenues less than \$100,000, with a special emphasis on women and minorities.
- **Prisoner Legal Assistance Clinic:** The School of Law is one of only several schools in the country that supports inmate requests for legal research. Ohio prison inmates regularly correspond with the Clinic and students research their questions and write replies. We regularly represent prison inmates in habeas corpus and prisoner civil rights actions.
- **Public External Placement Clinic:** Students are placed for credit in local Legal Aid Societies, non-profit settings and other non-criminal settings where there is an attorney present to supervise. These students work on research and writing projects and can represent certain clients in civil cases.
- **Trial Litigation Clinic:** Clinic students may interview clients, investigate facts, draft pleadings, and appear in court. They gain experience handling criminal, civil, and administrative cases. The types of civil cases include landlord-tenant, consumer, and prisoner civil rights. Criminal cases involve misdemeanors such as drunk driving, domestic violence, and assault. Third-year students have the special opportunity to be certified as legal interns by the Supreme Court of Ohio. Legal interns represent clients directly in court. These students are required to participate in the Clinical Seminar class.
- **Civil Litigation Clinic:** The Civil Litigation Clinic opened in 2005 with the purpose of representing low-income tenants. The Civil Litigation Clinic handles domestic relations, divorce cases that do not involve children, and tenant-landlord cases.

The Legal Clinic offers a few paid positions for law students, but most positions are filled through a class called **Clinical Seminar**. Two clinical seminar sections of 25 students each are offered each semester, bringing the total number of yearly slots available in the clinic to 150. This essentially means that any student who wants to work with the clinic at some point in law school has that opportunity, provided that his or her schedule permits this type of experience. Clinical Seminar is worth two or three credit hours per semester, depending upon the time the student puts into his or her experience (roughly 8 hours per week will earn a student three credit hours, and roughly 6 hours per week will earn a student two credit hours). Students may take up to two Clinical Seminars throughout law school.

For more information on the Legal Clinic, visit [www.uakron.edu/law/clinical/](http://www.uakron.edu/law/clinical/).

Exit the clinic and proceed back through the Student Lounge and into the Atrium. You are now back where you started and have completed your tour of the School of Law. If you would like to set up a guided tour or simply have additional questions, please contact the Admissions Office at [lawadmissions@uakron.edu](mailto:lawadmissions@uakron.edu) or 800.425.7668.