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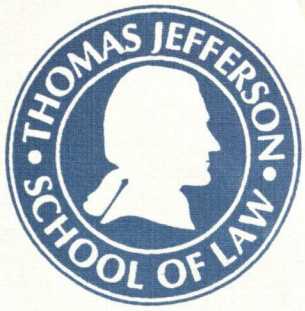

THOMAS JEFFERSON SCHOOL OF LAW

2121 San Diego Avenue • San Diego, CA 92110 • (619) 297-9700

January 8, 1996

Honorable Earl J. Gilliam
c/o Federal Courthouse - Southern District of San Diego
880 Front Street, Suite 4290
San Diego, CA 92101

Dear Judge Gilliam:

On behalf of all of us at Western State University, I wish to thank you for your willingness to serve as a Director of Thomas Jefferson School of Law and to welcome you to the Board. These are exciting times in San Diego and although we will make things as convenient for you as possible, there is much to be done.

We have filed our application for ABA approval and we anticipate that the Site Evaluation Team will be at the school some time in February. It is likely that the visiting team will wish to meet with the Directors. We will try to set that up at a time and place which is convenient for all concerned.

As you know, we have scheduled a meeting of the Board for Monday, January 15 to commence at 6:00 p.m. We understand that you will arrive after the meeting has started and we will try to save the best until you get there. I am enclosing a copy of the Agenda. Although the Board has taken some preliminary action in order to meet the technical requirements for approving the filing with the American Bar Association, this will be the first meeting of the full Board. We will bring you up to date on events which have occurred leading to the commencement of separate operations which started on January 1, 1996 and present other matters which require your attention.

One of the matters which the Board need consider is the granting of tenure to the first faculty members who will receive that designation. The Tenure Plan provides that the tenured faculty shall determine which of its members shall be tenured, but the initial tenured faculty are to be selected directly by the Board of Directors.

We have already received tenure applications from five faculty members. Copies of their letters of application are enclosed. The documents which each has submitted in support of his or her tenure application are voluminous and we will work out a method of getting the pertinent documentation to you shortly.

In addition, we have the matter of tenure for Dean Vandevelde. The ABA standards assume that the Dean is tenured and the initial members of the Board felt that our application should indicate that Ken has been awarded the distinction of being the first faculty member ever granted tenure. We trust you will ratify that action.

We feel we are on a threshold of really accomplishing something special in becoming the first tax-paying law school ever to be approved by the American Bar Association. We appreciate your help and assistance in reaching this worthwhile goal.

Very truly yours,

THOMAS JEFFERSON SCHOOL OF LAW

ARTHUR TOLL
Secretary

cc: Richard B. Leavitt
Melvin J. Sherman
Kenneth Vandevelde

Board1.ltr

THOMAS JEFFERSON SCHOOL OF LAW
BOARD OF DIRECTORS MEETING

2121 San Diego Avenue
San Diego, California

January 15, 1996
6:00 p.m.

A G E N D A

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1. Report on action taken at previous meetings and ratification thereof.

2. Consideration of motion to designate Board as Trustees.

3. Report on status of ABA application. (Dean Vandevelde)

4. Adoption and amendment of Severance Plan.

5. Adoption of Tenure Plan and receipt of Application for Tenure.

6. Ratification of tenure for Dean Vandevelde.

7. Ratification of purchase of property at 2121 San Diego Avenue, San Diego.

8. Review of fincial statements and report of Chief Financial Officer.

9. President's report.

10. Additional business considerations.

11. Scheduling of next meeting.

agenda96.1

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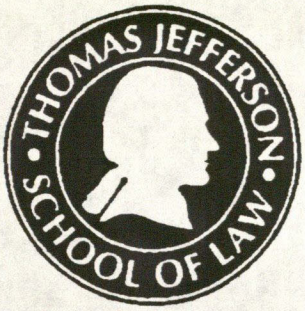

THOMAS JEFFERSON SCHOOL OF LAW

2121 San Diego Avenue • San Diego, CA 92110 • (619) 297-9700

November 22, 1995

Board of Directors
Thomas Jefferson School of Law
c/o Mr. Arthur Toll
2029 Century Park East, Suite 1200
Los Angeles, CA 90067

Re: *Tenure Application--William R. Slomanson*

Dear Board of Directors:

This letter is an application for tenure under the recently adopted tenure plan for Thomas Jefferson School of Law. I am applying under the "45-day window period" provided for in the plan. I understand that I am to submit information relating to teaching, service, and scholarship. While I do not have the specifics as to what you require, I will herein submit evidence in support of my application--that can be augmented as you may require.

Teaching: My most recent round of student evaluations would be one of two forms of relevant evidence. My teaching areas are Civil Procedure (federal), California Civil Procedure, and International Law.

I enclose a copy of all of the student evaluations from my most recently taught course in International Law (Spring 1995). I have asked Dean Vandevelde's Executive Secretary (Jan D'Acre) to forward copies of my most recent student evaluations (Fall 1995) in state (one section) and federal Civil Procedure (two sections). I have not seen these evaluations yet. They are nevertheless the most recent student evaluations, and presumably representative of my teaching over the years. (An abbreviated form will presumably be generated in the near future, listing numerical averages.)

I also enclose copies of the evaluations of my superiors over the last several years (Dean Vandevelde & former Dean Mary Lynne Perry). It is my understanding that while I received the maximum number of teaching points in all evaluations from Dean Perry, Dean Vandevelde implemented a change in the method for granting teaching points--as of the 1994/1995 evaluation period. His letter generally comments on his sense of my classroom performance.

Service: I presume that you are particularly interested in the last five years. Thus, I will limit my remarks to that period.

I have served on various faculty committees. I chaired the University Long Range Planning Committee (1990-1992), the former San Diego Tenure Committee (1995), and its Faculty Personnel Committee (1994). I was a member of the usual array of faculty committees. I believe that the enclosed decanal evaluations provide the most objective evidence of my service on faculty committees.

I have also served the university in a variety of public service capacities, thus introducing the school to a variety of professional colleagues. I was elected Chair of the American Society of International Law (ASIL) United Nations Decade Group, at the 1995 Annual Meeting of the Society in New York. I have served as Editor of its Newsletter since 1992. I am also a member of the Regional Outreach Group of the ASIL. In that capacity, I am working to get the name of the ASIL and Thomas Jefferson primarily to undergraduates. In 1993, I thus lectured in Mexico City for several days--which was a regional meeting of the ASIL. In 1994 and 1995, I lectured at SDSU and UCSD on behalf of the ASIL (and TJSL).

In several weeks, I will participate on a panel for the Prelaw Society at UCSD, this time exclusively on behalf of TJSL--on the subject of Law School First Year Survival. In January of 1996, I will participate in a panel of lawyers for a CLE presentation at San Diego's Ramada Inn (Mission Valley) on the subject of State/Federal Civil Procedure. I also served as a judge of the Provisional District World Court--a privately constituted alternative to the existing World Court in the Netherlands.

I have also lectured, which would not have been possible without your support, to the World Jurist Association in 1995 (Ottowa, Canada) & 1991 (Barcelona, Spain) on the United Nations Decade of International Law and the Provisional District World Court; the Legal Committee of the United Nations in 1993 (UN Plaza, NYC) on The Teaching of International Law; the Universidad Anahuac del Sur in 1993 (Mexico City) on a variety of international topics during a three-day conference; the National Conference of Law Reviews--38th Annual Conference in 1992 (Los Angeles) on Footnote Logic and Law Review Writing; and finally, the Washington State Bar Association Annual MCLE Convention 1991 (San Diego) on The UN's Role in the Persian Gulf and Beyond.

Publications: It has been suggested that I refer you to my most recent publications as evidence of my scholarship. I thus request that you review my last two books--available at the Fullerton Campus--at your convenience. Please advise if this arrangement is not suitable.

President Monks will, one hopes, provide his copy of my 1994 *Choice between State and Federal Courts* Handbook. This is the hornbook for my state civil procedure course. The Fullerton library advises me that the Second Edition of my *Fundamental Perspectives on International Law* should arrive any day.

I have thus provided what I believe will best assist you in making the tenure determination in my case. Please advise, if you desire additional information.

Very truly yours,

Bill

William R. Slomanson
Professor of Law

cc: enclosures

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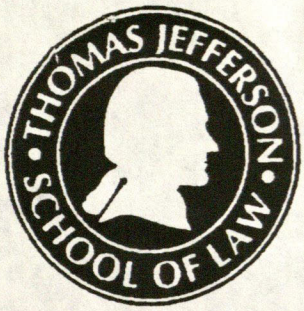

THOMAS JEFFERSON SCHOOL OF LAW

2121 San Diego Avenue • San Diego, CA 92110 • (619) 297-9700

November 30, 1995

Mr. Arthur Toll
2029 Century Park East, Ste. 1200
Los Angeles, CA 90067

Dear Mr. Toll:

I would like to make a formal application for tenure under the tenure plan recently adopted by the Board of Directors for Thomas Jefferson School of Law. I am making this application under part 10 of the plan. I have completed four years of full-time teaching and I believe that I meet the criteria for tenure described in part 3 of the plan. In support of my application, I am pleased to make available the following information related to the categories of teaching, scholarship, and service:

(1) Teaching

I have taught the following courses:

- Fall, 1991	Contracts 1
- Spring, 1992	Contracts 2
- Fall, 1992	Contracts 1 and Constitutional Law 1
- Spring, 1993	Contracts 2 and Constitutional Law 2
- Fall, 1993	Constitutional Law 1
- Spring, 1994	Constitutional Law 2
- Fall, 1994	Constitutional Law 1
- Spring, 1995	Contracts 1 and Constitutional Law 2
- Fall, 1995	Contracts 1 and Contracts 2

I have won four golden apple awards from the students - one each year that I have taught for the school. I am enclosing copies of my teaching evaluations for several semesters. All evaluations are available for your review at your request.

(2) Scholarship

My two published articles will be available for review:

- The Northern Marianas: A Change of Course Under Its Covenant With the United States, 71 Or.L. Rev 127 (1992).

- Does the Constitution Follow the Flag Into the Territories or May it Be Separately Purchased and Sold? 22 Hast. Con. L.Q. 707 (1995).

I am enclosing a reprint of the first article. The reprints for the second article should be here shortly and I will forward one to you immediately.

In connection with the first article, I testified in July, 1992 as an expert witness before a subcommittee of the U.S. House of Representatives concerning the issues addressed in the article.

(3) Service

- I have served on a variety of faculty committees, including Admissions, Academic Policy (chair for two years), Executive, and the Writing Subcommittee.

- I served as moot court advisor for two years (1992-1994), supervising 7 internal competitions and coaching five different teams for outside competitions.

- I have been associate dean for a year and a half, supervising the adjunct program, handling student problems and inquiries, and serving as academic advisor during the summer.

To support my application, I also enclose my resume and letters relating to my merit raises and Dean's evaluations.

I would be happy to provide any further information that you request. Thank you for your consideration of my application for tenure.

Sincerely,

Marybeth Herald
Associate Dean

MH:jd

enclosures

THOMAS JEFFERSON
SCHOOL OF LAW

2121 San Diego Avenue
San Diego, California
(619) 297-9700

December 13, 1995

Board of Directors
Thomas Jefferson School of Law
c/o Mr. Arthur Toll
2029 Century Park East, Suite 1200
Los Angeles, CA 90067

Re: Tenure Application— Karla M. Castetter

Dear Board of Directors:

This letter is an application for tenure under the recently adopted tenure plan for Thomas Jefferson School of Law. I am applying under the "forty-five day window period" provided for in the plan. I understand that I am to submit information relating to teaching, scholarship, and service to the law school and the public. I note that unlike the usual faculty agreement, I serve as Professor and Library Director under an eleven month contract. In addition, my duties are heavily weighted towards administration and service to the law school.

Teaching: My teaching areas are Legal Bibliography and Legal Research. Enclosed are copies of the Legal Bibliography student evaluations. Due to our ABA application and the library consultant's visit, I did not teach during the August 1995 interterm. From 1983 to 1993, Legal Bibliography was offered as a full semester course. Since 1993, it has been condensed into an interterm course. I am responsible for recruiting and supervising all Legal Bibliography instructors and teaching assistants.

Publications: Enclosed is a copy of my most recent publishing effort written in conjunction with other law librarians from throughout Southern California. The title is Locating the Law: A Handbook for Non-Law Librarians. I was the editor and contributing author of the second edition. The third edition of this handbook has been sent to the printer this month by the Southern California Association of Law Libraries

and as a result is not presently available. Therefore, I am sending a complete copy of the second edition for your review. Also enclosed is a copy of a book review I wrote in 1982 for the International Journal of Legal Information.

Service to the Law School: As a member of the faculty and as Library Director, this is the most substantive area which reflects my focus and contributions. I will limit my remarks to the last five years.

Library Service: After moving the library to Old Town from Downtown San Diego in September 1983, I have been responsible for its collection growth, increase in physical size, and the hiring and training of a dedicated and experienced library staff. It was especially pleasing to me this past August to receive a letter from our library consultant, Ms. Joan Howland, after her visit to our campus. She praised the contents of our collection, the design of the physical space for students and staff, and most importantly appreciated the expertise of our library staff. Her written comments underscore that our library has been run to the best of our funding abilities both extremely efficiently and with an orientation towards service.

The past two years have demanded much time for planning major projects. The present year will continue that expansion trend. Specifically, I worked closely with library and decanal staff to plan the physical layout for a doubling of library square footage. The finished floor plan and furnishings reflect as much use of existing walls and furnishing as possible. Again this year plans have been drawn to add one-quarter of the second floor area to the library space. Shelving plans for the past two years and for this year have also been designed to accommodate the increased growth of the collection.

In addition to planning for the shelving growth and physical growth, I have drafted the budget proposals for the use of temporary employees, trained to both process and shelve the volumes purchased from National University. The addition of several thousand volumes from this collection necessitated a relocation of the existing 35,000 volumes in June 1994. The addition of more shelving in the summer of 1996 will once again necessitate a meticulous labor plan and a move of about 45,000 volumes.

I personally reviewed each title and volume which was added to our collection from the National University book purchase. After the Irvine and Fullerton librarians made their selections, I planned and supervised the packing and storing of several thousand volumes, and the gifting and disposal of several hundred volumes not selected for use or storage.

This year will be especially challenging as new professional staff members are added to provide cataloging, evening and weekend reference coverage, general computer technical, and legal research computer services expertise.

As Library Director with an increased acquisitions budget, my selection process will now incorporate a more national focus.

Decanal Service: I served as Assistant Dean of Students from January 1991 to August 1992, and also in July 1993. As Assistant Dean I worked closely with all deans, resident faculty, and faculty secretaries, as well as the academic, administrative, and human resources staffs. My main responsibilities fell into three specific areas:

1. Course Selection, Scheduling and Supervision: I scheduled full-time faculty and then interviewed, hired and scheduled adjunct faculty for both required and elective classes. I worked with faculty secretaries to set up and maintain basic "databases" such as subject indices for faculty expertise needed to support decanal work . I also initiated adjunct faculty orientation meetings and student surveys for elective course preferences.

2. Academic Counseling and Requisite Paperwork: In this capacity I answered petitions and phone calls and set up office appointments to meet with students. This aspect of the job also required extensive follow-up with other deans and administrative staff.

3. Other Administrative Responsibilities: I made recommendations to the Dean and faculty for revisions to the Adjunct Faculty Handbook; Student Handbook, school catalog, and other school publications. I also drafted appropriate issues for faculty committee meeting resolutions such as, elective course descriptions and prerequisites.

As a final note, during my time as Assistant Dean, I was asked to assume the general duties of the Law School Dean during June and July. (See also the attached Memo to Dean Perry dated 04/06/92, giving an overview of this position.)

Faculty Service: I currently chair the Faculty Personnel Committee and the Library and Information Technology Committee. I have also recently chaired the Curriculum Committee, served as vice-chair of the Faculty Executive Committee,

and secretary on the Faculty Executive Committee. I have served on the Admissions, Tenure, Communications, University Long Range Planning , and the Writing and Academic Support Program. I work with adjunct faculty and new students as a mentor each semester.

Ad Hoc Committees and Projects:
ABA Accreditation (1995)
25th Anniversary Celebration (1994)
WASC Accreditation (1993)
Dean Search Committee (1991)
Emergency Response Team (ongoing)

Service to the Community: I chair the Pro Bono Committee of the Southern California Association of Law Libraries and served as past chair of the San Diego Area Law Libraries Council. The main function as chair is to plan continuing education workshops and advise libraries or organizations about law library operations. .

I also served as a volunteer with the Junior League of San Diego from 1983 to 1995 where I participated in diversified programs, for example one to improve the reading skills of junior high students, another to educate the public about skin cancer .

Finally, please accept a copy of this past year's Dean's evaluation as an objective source for my overall service to the school.

Sincerely,

Karla Castetter

Karla Castetter
Library Director

THOMAS JEFFERSON SCHOOL OF LAW

2121 San Diego Avenue • San Diego, CA 92110 • (619) 297-9700

December 18, 1995

ARTHUR TOLL, Chair
Tenure Committee of
Thomas Jefferson School of Law

Re: Application for Tenure.

Mr. Toll and Members of the Committee:

This letter and its attachments constitute my application for tenure pursuant to the Tenure Plan recently adopted by the Board of Directors for the Thomas Jefferson School of Law.

I fall into the category of applicants who were appointed to the faculty prior to 1986. According to the plan, I must demonstrate (1) very effective teaching ability, (2) very effective scholarship, and (3) very effective service to the law school and the public.

With respect to the first criteria, I believe that my 26 years of teaching at this school is ample demonstration of the effectiveness of my teaching and I have enclosed a synopsis of my teaching record at WSU/Thomas Jefferson. I have received two golden apples from students and was presented with a lifetime achievement award by the student body at a recent graduation ball. Nevertheless, I have enclosed copies of recent student evaluations and state that, with respect to my teaching, I have never received anything but high praise from all former and present administrators and faculty members of this school.

With respect to the second criteria, I understand that I must present at least one recently published work of legal scholarship. I submit one law review article, published in 1979 at a time when scholarship was not heavily supported by the institution, and two recent casebook publications. The first, *California Community Property*, co-authored with F. Dunn, has been my sole responsibility since 1993, and has been purchased and used at both Cal Western School of Law and University of San Diego School of Law. The second, *California Arbitration Law,* co-authored with J. Wallingford, has been my responsibility since 1994. I recently dramatically changed it with additions and deletions in preparation for its use in the coming semester. It is submitted in manuscript form since it will be used in Spring 1996, and is not quite ready for the printer. I have also included two articles I wrote at the request of the now-defunct *City Magazine,* which are submitted primarily as further evidence of my service to WSU/Thomas Jefferson and the public.

With respect to the third criteria, I submit the attached résumé which briefly details my school and public activities while a teacher at WSU/Thomas Jefferson. I believe that my many projects with the San Diego County Bar Association, the arbitration and mediation work I do for the local courts and the American Arbitration Association, my participation in alumni affairs and activities, my work on faculty committees and as an administrator of the San Diego campus for nine years and my involvement with student recruiting efforts is ample demonstration of my very effective service to the law school and the community.

Please let me know if you require further information or if you have questions with respect to this application.

Sincerely yours,

Hadley Batchelder

Hadley Batchelder
Professor of Law
Encl.

HHB:jm

THOMAS JEFFERSON SCHOOL OF LAW

2121 San Diego Avenue • San Diego, CA 92110 • (619) 297-9700

December 15, 1995

RECEIVED
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V. P. ADM

Board of Directors, Thomas Jefferson School of Law
Western State University
College of Law
1111 N. State College Blvd.
Fullerton, CA 92631

Gentlepersons:

I hereby apply for tenure pursuant to paragraph 10 of the TENURE PLAN of THOMAS JEFFERSON SCHOOL OF LAW. My resume is enclosed.

As set forth in my resume, I have been at Thomas Jefferson full time since August of 1991, arriving after teaching full-time for eleven years at California Western School of Law and the State University of New York at Buffalo Law School. In the past ten years, my scholarship has included four law review articles, one book, three sets of teaching, two sets of teaching assistant guidelines and four major appellate briefs. In addition, the law review article on which I am currently working has been accepted for publication by the University of San Francisco Law Review.

The quality of my scholarship is attested to by the recognition my work has been given, including the excerpting of my article in volume 38 of the Journal of Legal Education in the Field, Kaplan and Clermont casebook on Civil Procedure (pp. 311-313), by the citation of my article appearing in volume 20 of the Harvard Civil Rights - Civil Liberties Law Review by the United States Supreme Court (see Local 28, Sheetmetal Workers v. United States, 478 U.S. 421, 449), and by the extensive citation my work has had from numerous other scholars (a list is available).

In February of 1993, the faculty at Thomas Jefferson reviewed my scholarship, teaching and service in 1993 and found it met the standards for tenure in the faculty's tenure plan.

I have left copies of my writings and other evidence supporting my application with Dean Kenneth Vandevelde's office. Please advise me if you would like any of this documentation forwarded to you and whether you need any additional documentation.

On the basis of this record of very effective scholarship, teaching, and service, I request that the Thomas Jefferson Board grant me tenure under the Tenure Plan.

Respectfully yours,

Paul J. Spiegelman

cc: Dean K. Vandevelde