

TAMARA S. HERRERA
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Sandra Day O'Connor College of Law
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PROFESSIONAL EXPERIENCE:

Sandra Day O'Connor College of Law, Arizona State University, Tempe, Arizona

Clinical Professor of Law (2008-present)

Associate Clinical Professor of Law (2004-2008)

Legal Writing Professor (2001-2004, visiting professor in 2001-2002)

Responsibilities:

- Teach required, year-long course that trains first-year law students to perform basic legal skills, including case analysis, statutory analysis, manual and computerized research, citation, objective and persuasive legal writing, and oral advocacy

- Teach various upper-level legal writing courses focusing on reinforcing skills from the first-year program and introducing new skills, such as legal drafting, appellate advocacy, legislative history research, and scholarly writing

- Serve as faculty advisor to the Disability Law Project

- Coached the Jenckes Closing Argument moot court team (2001-2008); served as faculty advisor to Moot Court Board (2003-2007)

Courses Taught:

Legal Method & Writing
Legal Advocacy (formerly Legal Research and Writing)
Intensive Legal Research & Writing
Fundamentals of Legal Drafting
Advanced Legal Writing
Appellate Advocacy
Scholarly Legal Writing Seminar (*Jurimetrics Journal*)
Indian Legal Research

Current Committees:

Appointments Committee

Past Committees:

Awards Committee (Chair)
Appointments Committee
Dean's Advisory Committee
Academic Standards Committee
Externship Committee
Moot Court Committee
Ad Hoc College Review Committee

Honors:

- Named Outstanding Faculty Advisor for *Arizona State Law Journal*, 2005-2006
- Named Moot Court Coach of the Year 2004
- Named Moot Court Judge of the Year 1999 & 2001

MicroMash Bar Review 2006-2008

Mentor

Mentor Arizona bar exam candidates on writing effective essays. Review written work for correct law and clear presentation.

Legal Process Institute, Arizona State University College of Law Summer 2005

Tempe, Arizona

Writing Professor

Teach legal writing in a two-week session designed to teach basic legal processes to non-lawyers. The writing workshops helped students to analyze legal issues by applying principles from similar situations - the analysis taught in law schools.

American Bar Association, Council on Legal Education Opportunity 2002-2004

Tempe, Arizona

(summers)

Legal Writing Professor

Teach legal writing to pre-law students during a six-week summer institute designed to evaluate the students' capacity for learning the law, while simultaneously acclimating them to the law school process.

Ryley, Carlock & Applewhite, Phoenix, Arizona 1996-2001

Attorney

Performed highly complex legal research and litigation related to Indian law and natural resources law; prepared memoranda, briefs, and pleadings for state and federal courts on Indian law and natural resources law issues; drafted proposed rules and legislation relating to natural resources issues in Arizona; represented clients in agency and court actions; participated as client representative on several agency and legislative task forces; and supervised work of one junior associate in natural resources practice area.

Berens & Tate, Omaha, Nebraska 1995

Law Clerk

Performed complex legal research related to employment and labor law; drafted EEOC position statements, memoranda, briefs, and pleadings for state and federal courts; and authored articles for firm newsletter on important employment law developments.

Baylor, Evnen, Curtiss, Grimit & Witt, Lincoln, Nebraska 1993-1994

Law Clerk

Performed legal research on a variety of civil law issues and drafted memoranda and briefs.

PROFESSIONAL HONORS AND COMMITTEES:

Member, Association of Legal Writing Directors (2008-2010)

Scholarship Grants Committee, Legal Writing Institute (appointed for 2008-2010)

Maricopa Lawyer Editorial Board and Legal Writing columnist (2005-present)

Website Chair, Rocky Mountain Legal Writing Conference, hosted by Sandra Day O'Connor College of Law, March 13-14, 2009.

Assistant Editor, Journal of the Legal Writing Institute (2008)

New Members Committee, Legal Writing Institute (appointed for 2004-2008)

Program Co-Chair, Fifth Annual Rocky Mountain Legal Writing Conference, hosted by Sandra Day O'Connor College of Law, March 11-12, 2005.

Chair, Environmental and Natural Resources Section of the Maricopa County Bar Association (1999-2000)

Vice-Chair, Environmental and Natural Resources Section of the Maricopa County Bar Association (1999-1998)

PUBLICATIONS:

Books:

Arizona Legal Research, Carolina Academic Press (2008) and Teacher's Manual (2008)

Articles:

Teaching Citation Thoroughly: A Case for Using Classroom Assessment, The Second Draft (Bulletin of the Legal Writing Institute), Vol. 20, No. 2 (December, 2005)

The ALWD Citation Manual: What does it mean to you? (Co-authored with Kirsten Davis), Arizona Attorney Magazine (June 2004) and reprinted in Sidebar, published by the Federal Litigation Section of the Federal Bar Association (Vol. 5 No. 2, Summer 2004)

Articles Written as Columnist/Editorial Board Member of Maricopa Lawyer:

What's In a Name?, Vol. 30, No. 2 (February 2010)

R U Still With Me? Using More Professional Transitions, Vol. 30, No. 1 (January 2010)

R U With Me? Using Basic Transitions, Vol. 30, No. 12 (December 2009)

What Not to Comma, Vol. 29, No. 11 (November 2009)

And: A Surprisingly Ambiguous Word, Vol. 29, No. 10 (October 2009)

Keeping Hyphens in Check, Vol. 29, No. 9 (September 2009)

The 1...2...3 of Presenting Numbers, Vol. 29, No. 8 (August 2009)
Play Ball! A “Playbook” on Eradication Wind-up Language, Vol. 29, No. 7 (July 2009)
The Second Rule of Sentence Clarity, Vol. 29, No. 6 (June 2009)
To Whom it May Concern: A Review of Who and Whom, Vol. 29, No. 5 (May 2009)
A Guide to Collective Nouns and Indefinite Pronouns, Vol. 29, No. 4 (April 2009)
Some Rules are Meant to be Broken, Vol. 29, No. 3 (March 2009)
The Standards for Defining Terms, Vol. 29, No. 2 (February 2009)
A Primer on “However,” Vol. 29, No. 1 (January 2009)
Playing the Persuasive Punctuation Game, Vol. 28, No. 12 (December 2008)
First Person Should Not Always Be First Choice, Vol. 28, No. 11 (November 2008)
Have You Read the Rules Lately? Vol. 28, No. 10 (October 2008)
What Tom Brokaw Can Teach Us About Legal Writing, Vol. 28, No. 9 (September 2008)
Audience is Key to Citation Placement, Vol. 28, No. 8 (August 2008)
Why Lawyers Explain, Elucidate, and Clarify Certain Words, Vol. 28, No. 7 (July 2008)
Deciding When to Make the Law Personal, Vol. 28, No. 6 (June 2008)
Discovering the Secrets of Tabulations and Lists in Good Legal Writing, Vol. 28, No. 5 (May 2008)
Avoid the Slubby Mass, Vol. 28, No. 4 (April 2008)
“Because” It’s the Right Thing to Do, Vol. 28, No. 3 (March 2008)
Parentheses are Useful Writing Tools (for more than just citation), Vol. 28, No. 2 (February 2008)
Back to Basics: Features of a Good Office Memorandum, Vol. 28, No. 2 (January 2008)
Two Pronouns “That” Matter, “Which” May Be Confusing, Vol. 27, No. 12 (December 2007)
More than One Way to Organize the Facts, Vol. 27, No. 11 (November 2007)
Avoiding a “Tense” Situation, Vol. 27, No. 10 (October 2007)
One Smart Move: Writing Better Analogies and Distinctions, Vol. 27, No. 9 (September 2007)
Perfecting the Possessive Forms, Vol. 27, No. 8 (August 2007)
Who Knew? Legal Writing Grammar Makes the News, Too, Vol. 27, No. 7 (July 2007)
A “Single” Suggestion that will Help You Meet Two Drafting Goals, Vol. 27, No. 6 (June 2007)
The Least-Known Citation Rule: Capitalization, Vol. 27, No. 5 (May 2007)
Conditionally Speaking, Vol. 27, No. 3 (April 2007)
The Benefits of Banishing “Shall,” Vol. 27, No. 2 (February 2007)
A New Year Means a New Opportunity to Be More Credible and Reliable, Vol. 27, No. 1 (January 2007)
The Case for the Serial Comma, Vol. 26, No. 12 (December 2006)
Tackling Topic Sentences, Vol. 25, No. 11 (November 2006)
The Trouble with Pronouns: Part 2, Vol. 25, No. 10 (October 2006)
The Trouble with Pronouns, Vol. 25, No. 9 (September 2006)
Getting Straight to the Point, Vol. 25, No. 8 (August 2006)
Making the Most Out of Quotations, Vol. 25, No. 7 (July 2006)
Headings and Visual Appeal: What They Don’t Teach in Writing Class, Vol. 25, No. 6 (June 2006)
Why the Signal “See” is Confusing, Vol. 25, No. 5 (May 2006)
The “Only” Tip You Need to Know, Vol. 25, No. 4 (April 2006)
Making a First Impression That Counts, Vol. 25, No. 3 (March 2006)
Mastering the Mysterious Semi-Colon, Vol. 25, No. 2 (February 2006)

A New Year's Resolution: Implementing a Proofreading Plan, Vol. 25, No. 1 (January 2006)
Why Word Choice Matters, Vol. 24, No. 23 (December 2005)
Four Tips for Using Gender-Neutral Language, Vol. 24, No. 22 (November 2005)
A Really Very Clearly Written Primer on Writing Persuasively, Vol. 24, No. 21 (October 2005)
Cleaning up the Mess: Editing for Subject and Verb Placement, Vol. 24, No. 20 (September 2005)

Other Works:

Executive Editor, *The Most Commonly Asked Questions In Environmental Law: A Resource Guide* (Maricopa County Bar Association, Environmental and Natural Resources Section 1999).

What is the Clean Water Act Section 404 Permit Program and When is a Permit Required, in *The Most Commonly Asked Questions In Environmental Law: A Resource Guide* (Tamara Havelaar ed., Maricopa County Bar Association, Environmental and Natural Resources Section 1999).

PRESENTATIONS:

“Indian Legal Research,” CLE presentation for tribal officials and interested community at Sandra Day O’Connor College of Law (May 2009) (with Beth DiFelice and Alison Ewing)

“Bridging the Gap: Understanding Transfer of Learning,” presented to Sandra Day O’Connor College of Law Faculty (April 2009)

“Bridging the Gap: Transfer of Learning in 2L and 3L Years,” presented at the Rocky Mountain Legal Writing Conference, Tempe, Arizona (March 2009)

“Estate Planning in Plain English: How to Write Wills and Trusts Your Clients Will Understand,” presented at the Maricopa County Bar Association, Phoenix, Arizona (June 2008)

“Assessment Rubrics: A Plan for Efficient and Effective Grading,” presented at the bi-annual Legal Writing Institute national conference, Atlanta, Georgia (June 2006) (co-presented with Amy Langenfeld and Joan Malmud, University of Oregon)

Keynote Presentation on legal writing, “Legal Writing: More than Mere Words,” annual Arizona Paralegal Conference, Phoenix, Arizona, September 23, 2005

“How to Adapt Forms” CLE presentation for the Arizona Association of Prosecuting Attorneys, paralegal division, Phoenix, Arizona (November 2004) (co-presenter with Kirsten Davis and Judith Stinson)

“You Play the Judge: Teaching Persuasive Writing by Casting the Novice Legal Writer and Legal Reader and Decision Maker,” presented at the bi-annual Legal Writing Institute national conference, Seattle, Washington (July 2004)

“Polishing Your Legal Writing” (for paralegals) CLE Presentation at Ryley, Carlock & Applewhite, Phoenix, Arizona (October 2003)

“Integrating Book and Computer Research Using Research Budgeting Exercises,” presented at the Rocky Mountain Legal Writing Conference, Albuquerque, New Mexico (March 2003)

“Polishing Your Legal Writing” (for new associates) CLE Presentation at Ryley, Carlock & Applewhite, Phoenix, Arizona (February 2003)

CONFERENCES ATTENDED:

American Association of Law Schools Annual Meeting 2010, New Orleans, Louisiana

Association of Legal Writing Directors Conference 2009, co-hosted by University of Missouri-Kansas City, University of Kansas, and Washburn University, Kansas City, Missouri

Rocky Mountain Legal Writing Conference 2009, hosted by Sandra Day O’Connor College of Law, Arizona State University, Tempe, Arizona

Legal Writing Institute’s Biannual Conference 2008, hosted by the University of Indiana, Indianapolis, Indiana

Rocky Mountain Legal Writing Conference 2008, hosted by the University of Utah, Salt Lake City, Utah

Rocky Mountain Legal Writing Conference 2007, hosted by the University of Las Vegas-Nevada, Las Vegas, Nevada

Legal Writing Institute’s Biannual Conference 2006, co-hosted by Emory University, University of Georgia, Georgia State University, John Marshall, and Mercer University, Atlanta, Georgia

Rocky Mountain Legal Writing Conference 2006, hosted by the University of Arizona, Tucson, Arizona

Rocky Mountain Legal Writing Conference 2005, hosted by Sandra Day O’Connor College of Law, Arizona State University, Tempe, Arizona

Legal Writing Institute’s Biannual Conference 2004, hosted by Seattle University, Seattle, Washington

Rocky Mountain Legal Writing Conference 2004, hosted by the University of Nevada-Las Vegas, Las Vegas, Nevada

Rocky Mountain Legal Writing Conference 2003, hosted by the University of New Mexico, Albuquerque, New Mexico

Legal Writing Institute's Biannual Conference 2002, hosted by the University of Tennessee, Knoxville, Tennessee

Rocky Mountain Legal Writing Conference 2002, hosted by Arizona State University, Tempe, Arizona

EDUCATION:

University of Arizona, School of Information Resources and Library Science,
Tucson, Arizona

Masters of Information and Library Science, December 2007 (with emphasis on learning styles and theory)

University of Nebraska School of Law, Lincoln, Nebraska
Juris Doctor, with distinction, May 1996

Honors: Nebraska Law Review Member
Order of the Coif
Order of the Barristers
Allen Moot Court Board Executive Member
Quaterfinalist, Allen Moot Court Senior Rounds
Layout and editorial assistant, The Transcript, law magazine

Grinnell College, Grinnell, Iowa
Bachelor of Arts in English, May 1991

Honors: Chair, Student Publications and Radio Committee
Editor, Cyclone Yearbook
Copy Editor, Scarlet and Black newspaper

BAR MEMBERSHIPS:

State Bar of Arizona (1996)
United States District Court, District of Arizona (1996)
United States Supreme Court (2000)

COMMUNITY VOLUNTEER EXPERIENCE:

"We the People" Competition – judge for local high school competition on understanding the United States Constitution and Bill of Rights (2001-present)

Grinnell College – local admissions volunteer coordinator (2001-present)

Sandra Day O'Connor College of Law at Arizona State University – frequent volunteer moot court judge (1996-2001). Named Moot Court Judge of the Year in 1999 and 2001

Juvenile Diabetes Foundation – volunteer coordinator (1996-2001)

United Way – volunteer coordinator (1998)

OTHER RELEVANT WORK EXPERIENCE:

Production Intern, CBS Studios, “As the World Turns,” New York, New York 1992

Research and Editing Intern, *New York Magazine*, New York, New York 1991