



### **Campus Profile: Nina Thomas, Director of Academic Procedures and Registrar**



**FAMILY STATISTICS:** Married to Ron; son, Rob, is 38, and daughter, Colleen, is 34.

**PETS:** one very spoiled Siamese cat, Miss Priss

**FAVORITE MUSIC:** I don't really have a favorite, but usually listen to jazz, classical, folk, and oldies.

**FAVORITE FOOD:** anything chocolate

**FAVORITE VACATION SPOT:** Albuquerque

**PLACE MOST WANT TO VISIT:** I want to go back to Italy and Alaska.

**RELAXATION ACTIVITIES:** Red Sox baseball

**BOOKS, MOST RECENT READ OR**

**FAVORITE AUTHOR:** *The Lord of the Rings*

**MOVIE; MOST RECENT SEEN OR**

**FAVORITE:** The last *Harry Potter* movie. I'm anxiously awaiting the last two.

### **New Staff Members**

#### **Teresa Clemmer**

Teresa comes to VLS as its new associate director of the Environmental and Natural Resources Law Clinic. Teresa, her husband, and small child arrived in Vermont from Alaska at the end of January. After receiving her JD from Georgetown, where she was assistant editor for the *Georgetown International Environmental Law Review*, and her BA in politics from Princeton, Teresa went to work for the San Francisco law firm of Cooper, White & Cooper. She relocated to Anchorage to work as an associate for Perkins Coie law firm before moving into the position of staff attorney for the Trustees for Alaska, where she worked since 2004. Teresa and her family enjoy traveling, backpacking, kayaking, skiing, cycling, and diving.

#### **Alicia Cordero**

After a three-month stint as temporary administrative support person for the Faculty Hiring Committee, Alicia was hired as the administrative assistant to the Cornell Library and Land Use Institute. Alicia and her husband, a 1L, relocated here from Texas where Alicia worked for the United Services Automobile Association in San Antonio for over six years as a financial planning services representative and member service specialist. Alicia has a BA degree in sociology from the University of Texas and an associate of arts degree from Northwest Vista College, both located in San Antonio.

#### **Theresa Johnson**

As the Eagles sing, "you can check out, but you can never leave . . ." Theresa Johnson rejoined VLS in the newly created position of events scheduler as of January. Theresa had worked at VLS for over 10 years when she decided to leave her position as executive assistant to the dean of Student Affairs and Diversity and spend more time with her children. The hiatus

was short lived, however, as Theresa returned to VLS in a number of temporary positions before accepting the events position. Prior to coming to VLS, Theresa worked as an administrative assistant, a customer service representative, and in credit and collections. Theresa has an AS in applied science from Vermont Technical College where she majored in business technology and management.

**Joshua Larkin**

Josh joined the Communications Office as web editor in February. Josh comes to us from Norwich University where he spent the past two years as the web editor. Prior to that, he was a general assignment reporter/district manager for the *Times Argus* and the service manager at The Old Spokes Home bicycle shop in Burlington. Josh graduated with a BA in history and a minor in education from Johnson State College in Vermont. He lives with his family in East Calais.

**Patty McIlvaine**

Patty is the new administrative assistant for Alumni, Development, and Events, having joined VLS on March 17. Patty worked at Killington for eight years, the past five in the position of guest services manager. She also works on occasion as a freelance copyeditor and volunteers to do proofreading, editing, and web content review for 2nd Chance 4 Pets in California. When she's not skiing or volunteering, Patty spends her time with her young son. Patty received her BS degree in plant and soil science from UVM.

**Jenny Thomas**

Jenny was hired in January to fill the newly created position of administrative assistant to the Institute for Energy and the Environment. Prior to joining VLS, Jenny worked as director's assistant at Dartmouth College's University Press of New England, as a recruiting assistant at the Tuck School of Business at Dartmouth, and as a principal's assistant at the Sharon Elementary School. She earned her BA in English and rhetoric from Houghton College in New

York and her master's in English literature and creative writing from Binghamton University (NY). Jenny is very involved in the community, serving as a volunteer at the Sharon Food Shelf and Upper Valley Food Co-op as well as The Frost Place in Franconia, New Hampshire. When not working or volunteering, she enjoys reading, writing, gardening, sewing, knitting, and playing the piano.

**Jared Wellman**

Jared came on board as VLS's new assistant librarian-acquisitions and technology in January. Jared and his wife, Aurelia, relocated to Vermont from Indiana where he had been finishing up his master's degree in library science from Indiana University. Jared was employed by the Herman B. Wells Library as an intern/graduate assistant in the Religious and Jewish Studies programs, the Collection Development Department, the Mathers Museum, and the Lilly Library at Indiana University. He also worked as a library services assistant at the Cincinnati Public Library. In addition to his MLS, Jared also holds a master of art in theology from Xavier University and a BA in philosophy from Hanover (Indiana) College, and is an Eagle Scout.

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**Our Civic Minded Staff Members**

Congratulations to **Leslie Staudinger** on her recent election as president of the South Royalton Food Cooperative; to **Jennifer Hayslett**, elected in March as chair of the Tunbridge School Board; and to **Peg Trombly**, the new vice chair of the Royalton Selectboard.



We would like to announce additional community volunteers. If you know of someone, please let us know.



**Upcoming Events**

- April 16: Staff Appreciation Luncheon
- April 16: *American Indians and the Law*, book signing, Professor Bruce Duthu
- April 24: Last Day of Classes
- April 30–May 9: Examination Period
- May 16: Board of Trustees Meeting
- May 17: Commencement
- May 19: Summer hours begin, 8 am to 4 pm; with a half hour lunch break
- May 26: Memorial Day
- May 27: Summer Session #1 begins

**Working Advantage Program**

Do you want the opportunity to save up to 40% on travel, entertainment, and shopping? If you haven't yet signed up for the discount entertainment, travel, and shopping program, "Working Advantage," you may want to learn about the program and register. Go to: [www.workingadvantage.com](http://www.workingadvantage.com). Click on **Register** in the orange box at the top of the page. Click **Employees Click Here**. Enter Member ID **#803535408** and create your own account. You may also order by telephone, 1-800-565-3712. Contact Diane Hayes for more if you have any questions or need additional information.

**Benefits Updates**



**BLUE CARE WORLDWIDE** provides BC/BS members with access to a network of traditional inpatient, outpatient and professional health care providers around the world. The program includes a range of medical assistance and claim support services for members traveling or living in countries outside their home plan service area.

To find a doctor or hospital worldwide:  
[www.BCBSVT.com](http://www.BCBSVT.com)

Click on find a doctor and then click on Blue Card and follow the instructions as offered.

Telephone inside the US: 1-800-810-2583

Telephone outside the US: 1-804-673-1177 (collect)

**Always carry your BC/BS identification card.**

**VISION DISCOUNT PROGRAM**

Although Vermont Law School's insurance does not offer vision coverage other than for eye disease, there is a vision discount program offered through Northeast Delta Dental. Information on this program is available at [www.nedelta.com](http://www.nedelta.com) click on EyeMed, Vision Discount Program.

**PRESCRIPTION UPDATE**

VLS has been notified that BC/BS will be using Caremark instead of IPS Service as their pharmacy vendor effective April 1, 2008. If you are currently using IPS, your prescriptions will be transferred to Caremark. Employees using the service for the first time can go online to [www.caremark.com](http://www.caremark.com) for information.

BC/BS of VT has mailed an information sheet about this change to all subscribers at their home address, which is also available on the K drive in the Personnel Forms folder as Caremark Mail in Prescription.

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## Style Q & A

from the Communications Office



J.D. or JD? master or master's?

Philosophy or philosophy? Writing the titles of academic degrees can be confusing, so we'll offer some clarification.

VLS generally follows *The Chicago Manual of Style*, which leaves out periods between letters of abbreviated academic degrees:

|    |      |     |
|----|------|-----|
| JD | MSEL | LLM |
| BA | PhD  | MA  |

The alphabet soup of degree abbreviations can be a bit confusing, so when we do spell out degree titles completely, it's important to be accurate about the names and where they get capitalized (or not). Degree names are all lowercase when used generically. "How do I know when a degree is 'generic'?" you ask.

According to *Chicago Manual of Style Online*,

One rough guide to generic usage is whether you put *a*, *an*, or *the* in front of a term. If you do, it's probably generic and you should lowercase....

Cap a degree on a résumé, business card, or diploma, in an alumni directory, or wherever it looks like a title rather than a description of what degree you have. Lowercase it in running text.

Use initial caps when "program" follows the degree name.

Vermont Law School's Master of Studies in Environmental Law program offers the greatest number of environmental law and policy courses in the country.

but

Before she earned her juris doctor degree from Vermont Law School, she earned a bachelor of arts in philosophy.

When given with the specific degree title, "master" and "bachelor" are **not** possessive, but **do** make it possessive without specific degree title.

master of business or bachelor of arts  
but

Joe earned his bachelor's degree from Yale and his master's degree from VLS.

Submit your writing style questions to Jennie Clarke at [jclarke@vermontlaw.edu](mailto:jclarke@vermontlaw.edu).

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## IT Corner



Four Quick IT Tips:

- 1) Archive email. It is good for the email servers and it ensures that your mailbox size remains manageable. Set up an appointment with Fran, David, or Colleen if you would like to learn about automatic email archiving in GroupWise.
- 2) Login to Postini. Once you login to Postini, our spam service will catch and hold email marked as spam. If you do not log into Postini, spam email addressed to you will be discarded. You can log on to Postini at <https://login.postini.com/exec/login> using your VLS Novell login information. A link to Postini is available at <http://it.vermontlaw.edu>.
- 3) If you do not use email filters in GroupWise, you should. Filters will sort your incoming email into separate folders, automatically making your email communications less overwhelming. Filters are also used to set an "Out of the Office" message. Set up an appointment with Fran, David, or Colleen if you would like to learn about email filters in GroupWise.
- 4) If you forward email off campus, you are at risk of losing it and IT cannot track the loss.