

CAROLINE SHEERIN

*University of Iowa
College of Law
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EDUCATION

University of Michigan, Ann Arbor, Michigan, 1997-1999

Juris Doctor awarded December 1999

Litigation Clinic, Student Attorney, Fall 1999; Sugar Law Center, Legal Intern, Litigation Department, Detroit, MI, January 1998 to December 1999

Washington University, St. Louis, Missouri, 1995-1996

Master of Arts in East Asian Studies awarded December 1996

Full Academic Scholarship; Awarded Foreign Language and Area Studies Scholarship

Columbia University, Barnard College, New York, New York, 1989-1993

Bachelor of Arts, Cum Laude awarded May 1993

History Thesis; Dean's List, 1992

TEACHING EXPERIENCE

University of Iowa College of Law, Iowa City, Iowa, *Instructor of Legal Analysis, Research and Writing (LAWR)*, July 2006 to Present

- Teach required first-year classes, LAWR I and LAWR II;
- Teach two sections of approximately twenty students per semester. Class topics include legal analysis, objective and persuasive writing, legal research and oral advocacy;
- Responsible for preparing curriculum, including two writing assignments per semester and class lectures;
- Provide individual feedback on both the first and final draft of assignments. Each student submits sixty to seventy pages of written work each year;
- Meet with students in two required one-on-one conferences per semester;
- Teach research skills, including print and online resources;
- Judge oral argument.

University of Iowa College of Law, Iowa City, Iowa, *Summer Legal Placement Extern Advisor*, Summer 2010, 2011, 2012, 2014, 2015, 2016

- Supervised a section of approximately ten students in non-clinical, three-credit externships.
- Replied to each student in a series of guided reflections on the course website;
- Replied to individual email updates from each student every two weeks;
- Spoke with each student and with each supervisor periodically throughout the externship;
- Reviewed copies of written work by each student when not restricted by an office confidentiality policy.

University of Iowa College of Law, Iowa City, Iowa, *Academic Achievement Counselor*, September 2012 to April 2014

- Provided one-on-one counseling to students on developing skills to improve academic performance, including time management, effective exam taking, and class participation.

Max Planck Institute of Comparative Public Law and International Law, Heidelberg, Germany, *Visiting Professor*, July 2010

- Taught English Legal Writing Class to sixteen German scholars.
- Created curriculum; led daily two-hour workshops for two weeks; read and critiqued scholarly writing by class participants; met with participants in one-on-one conferences.

University of Iowa College of Law, Iowa City, Iowa, *Clinical Instructor*, Summer 2007

- Supervised approximately five students who were litigating cases involving criminal and domestic violence law.
- Assisted students in preparing for hearings, oversaw research projects, reviewed written work, assisted with client intake interviews, and other aspects of litigation.

Loyola University, School of Law, Chicago, Illinois, *Adjunct Professor of Professional Skills*, Fall 2004 to Spring 2006

- Taught Legal Writing classes. Class topics included objective and persuasive writing, legal research, and oral advocacy.

- Responsible for preparing class lectures, grading and commenting on papers and meeting with students in one-on-one conferences.

Washington University, St. Louis, Missouri, *Teaching Assistant*, Fall 1996

- Assisted professor by grading papers, lecturing on Japanese history, and advising students.

Japanese Exchange and Teaching Program, Gifu Prefecture, Japan, *English Teacher*, July 1993 to July 1995

- Taught English to high school students, prepared lesson plans, graded papers, facilitated cultural exchange through presentations to the students and the community.

LEGAL EXPERIENCE

City of Chicago, Law Department, Chicago, Illinois, *Assistant Corporation Counsel, Constitutional and Commercial Litigation Division*, January 2003 to May 2006

- Concentrated in complex, high-profile constitutional and commercial litigation.
- Trial experience includes federal bench trial in large civil rights case, civil rights preliminary injunction hearing, and several administrative hearings.
- Briefed and argued substantive motions in state and federal court, including motions to dismiss and for summary judgment.
- Took and defended depositions.
- Coordinated discovery and maintained client contact.

Schiff Hardin, Chicago, Illinois, *Litigation Associate*, May 2000 to December 2002; Summer 1999

- Concentrated in commercial litigation, primarily relating to breach of contract.
- Drafted complex motions and memoranda of law for both large- and small-scale litigation at pre-trial, trial and appellate phases. Argued motions in federal and state court.
- Took and defended depositions in litigation involving major soft drink manufacturer.
- Co-chair of Chicago Volunteer Legal Services, a not-for-profit legal clinic.

PRESENTATIONS

- **Legal Writing Institute Conference**, Panelist, July 2016, “Taking it to the Next Level: Beyond Legal Writing Professor”
- **Legal Writing Institute Conference**, Panelist, July 2014, “When the Student Becomes the Teacher: A Different Kind of Flipped Classroom”
- **One Day LWI Conference**, Presenter, December 2012, “Professionalism and Ethics”

SERVICE TO THE UNIVERSITY AND THE COMMUNITY

University of Iowa

- Ad-Hoc Committee on Recruiting, Chair, January 2014 to Present, Member, August 2013 to Present. Organize and present at three Explore Iowa Open House events for prospective students. Travel to nation and local recruiting fairs. Established the Iowa Law Connection, a network connecting the College of Law with undergraduate pre-law advisors in the region. Facilitate communications between hundreds of admitted students and members of the faculty. Created summer advising program for admitted students.
- Ad-Hoc Lecturers Committee, Member, January 2013 to Present. Work with Lecturers from various University colleges and departments to explore ways to increase equitable treatment of Lecturers on campus.
- Students Honors and Awards Committee, Member, August 2013-May 2014. Recommend students to the faculty and administration for various university and law school awards. Review and revise policies regarding distribution of awards.
- Equal Justice Foundation, Faculty Advisor, April 2008 to Present. Work with students to disburse grant money to applicants for EJF grant, which is a grant to provide financial support for summer internships in not-for-profit and governmental entities.
- Equal Justice Foundation, Fall Auction Advisor, June 2009 to Present. Assist students in coordinating the Fall EJF auction, including working with University Risk Management and Office of the General Counsel. Solicit donations from faculty and local retailers.
- Ad-hoc Committee on Externships, member, January 2012-May 2013.
- Promotion and Retention Committee for Associate Professor Lorie Rein-Schweer, member, Fall 2012.
- Ad-hoc Committee on the Future of Clinical Legal Education, member, 2011-12 academic year.

- Promotion and Retention Committee for Assistant Professor Dawn Anderson, member, Fall 2011.
- Student Affairs Committee, member, Fall 2010
- Curriculum Committee, member, Fall 2010
- Outlaws, student organization for gay, lesbian, bisexual, and transgendered persons interested in the law, Faculty Advisor, August 2007 to July 2010.
- Student Services Committee, member, 2009-2010 academic year.
- Academic Achievement Search Committee, member, Spring 2009.
- LAWR Search Committee, member, Fall 2008.
- Physical Facilities and Information Technology Committee, College of Law, *Ex officio* member, 2007-08 academic year.

Community

Neighborhood Centers of Johnson County, Iowa City, Iowa, *Board Member* (2007- present); *President of the Board*, (2010-2011 and 2012-2013); *Vice-President* (2009-2010); *Secretary* (2008-2009)

- *Board Member*: Attend monthly board meeting and participate in fundraising for the organization.
- *President*: Ran Board meetings; ran executive committee meetings; spearheaded efforts to increase annual fundraising, including creation of a fundraising committee; created a long-term planning committee to address future needs of the organization; oversaw evaluation of Executive Director; streamlined processes for executive committee, including creation of written record of procedural requirements for members.
- *Vice President*: Attended executive committee meetings, ran meetings in President's absence, decided issues fundamental to the organization, including Executive Director's salary and governance policies.
- *Secretary*: Took minutes and attended executive committee meetings. \

Iowa City Board of Adjustment, *Chair* (2009-2013), *Board Member* (2007-2013)

- Attended monthly hearings to review applications for adjustments to the zoning code.
- Decided to grant or deny permits based on testimony at public hearings.
- Reviewed appeals of decisions by the Building Inspector.
- *Chair*: Rann monthly meetings of the Board; reviewed and signed decisions of the Board for submission to City Council

Bridge the Gap, Continuing Legal Education Conference, Sponsored by the Iowa State Bar Association, Des Moines, Iowa, *Presenter* (May 2009)

- Created and presented “Providing Effective Feedback on Writing” to an audience of approximately 200 Iowa practitioners.

BAR ADMISSIONS

- Admitted to practice before the Iowa Supreme Court and the Illinois Supreme Court.

AWARDS AND RECOGNITION

- Recipient of President’s and Provost’s Award for Teaching Excellence, 2012.
- Nominated for Collegiate Teaching Award, 2009-10 and 2010-11, 2011-12 academic years.