

This is the **LAST** Weekly of the semester! And your last chance to win some Philz Coffee!



November 23rd, 2015 – November 27th, 2015

IN THIS WEEKLY: Calendar of Events | Deadlines | Announcements | Career Office Corner | Current Pro Bono Opportunities | Writing Competitions! | Campus Jobs | Save the Date!

UC Hastings expects all students to read their UC Hastings email including The Weekly for important information.

The Weekly is sent every Monday morning while school is in session as one large email containing important deadlines, announcements, notifications, and events.

- Deadlines, announcements, and job postings should be emailed directly to weekly@uchastings.edu.
- Events on the calendar portion of the Weekly are taken directly from the [UC Hastings Events Calendar](#) and are linked back to the Events Calendar.

All events and announcements must be submitted the Thursday prior by 12:00pm. Events submitted to the UC Hastings Events Calendar don't need to be emailed in if submitted on time.

For more detailed Weekly submission instructions and past Weekly editions, visit the [UC Hastings Weekly page!](#)

>> CALENDAR OF EVENTS

Please see the [UC Hastings Events Calendar](#) for a comprehensive list of faculty, staff, and student events!

FALL 2015 RECURRING EVENTS:

- [Yoga Class in the Tower Gym](#):
 - Mondays & Fridays: 1:15 – 2:15pm
 - Tuesday, Wednesday, & Thursday: 3:30-4:30pm
- [Zumba Class in the Tower Gym](#); Mondays; 3:30-4:30pm
- [Hastings Meditation Group](#); Mondays & Fridays; 12:00-1:00pm,
- [GOSH Gaming Sessions!](#); Fridays; 2:30-8:30pm in the Shark Tank!
- [Legal Notes Weekly Rehearsal](#); Tuesdays, 12:00-2:00pm, the Dobbs Atrium
- [The Other Bar: Supporting Recovery from Addiction in the Legal Community](#); Wednesdays. 3:30-4:30pm, Room 205

NOVEMBER 23 – NOVEMBER 27

MONDAY 11/23:

- [PILARC Training](#); 3:30-4:30pm, Rm B
- [Engage SF Ministry Meeting](#); 7:00-8:30pm, Rm M120

TUESDAY 11/24:

This Tuesday is treated as a Wednesday / Last Day of Instruction

WEDNESDAY 11/25:

Reading Period Begins (through December 1st)

THURSDAY 11/26:

Thanksgiving Holiday – Campus Closed

NOVEMBER 30 – DECEMBER 4

TUESDAY 12/1:

- [Title IX Training](#); 9:00-10:00am, Rm A

Exams begin on December 2nd and run through December 18th.

>> ANNOUNCEMENTS

FINAL EXAMS: December 2 – December 18, 2015

In Class Exams

The morning (**AM**) exams begin at **8:30 AM**. The afternoon (**PM**) exams begin at **1:30 PM**.

Please make sure you arrive on time.

- 15 minutes early if you plan to take the exam in a bluebook.
- 30 minutes early if you plan to use a computer.

Please factor in traveling time! Earlier is better than late.

Take Home Exams

NOTE: Unless the exam instructions indicate an earlier deadline, any take home Final Exams **are due no later than 11:59 PM on December 17, 2015** (**NOTE:** this is **NOT** the last day of the exam period). The Records Office will need the last day (December 18) of the exam period to process and get the exams to the faculty for grading before the holiday break.

*** It is important that you **do not use your name** on your exams. ***

*** In case of an emergency during the **EXAM WEEKS ONLY**, please contact the Records Office at (415) 581-8274 or (415) 581-8823 or (415) 565-4786. ***

EXAM SOFTWARE: SofTest for Mac Users:

MAC USERS: **SofTest version 11.0.666.94885 is now compatible with El Capitan as well as** Mac OS X 10.7 (Lion), OS X 10.8 (Mountain Lion), 10.9 (Mavericks), and 10.10 (Yosemite). If your lap-top is running El Capitan and you downloaded the Fall 2015 version of SofTest **prior to November 2015, you will have to download it again** to make sure to have the most recent release of the software compatible with El Capitan. For technical problems please contact our Helpdesk.

IMPORTANT: Room Closures During Exams

Please be aware that the Gold Room, 3M and Room J will be closed on Wednesday, December 2nd, through Monday, December 21st, from 7:00 am to 7:00 pm, Monday through Saturday, for final exams. There will be no access to the restrooms during these times. **Additionally, the following rooms will be closed as needed during these same dates: 304, 307A, 307B, 307C, 312, 314 and M120.** Signs will be posted in the building on a daily basis stating which rooms are released. The Gold Room will be available to students on December 1st; however there may be minor noise due to room set up. Thank you for your cooperation.

STRESSBUSTERS MESSAGE

December 4, 7, and 11: 11:00 a.m. to 2:00 p.m. (sign up in advance or show up day of), Dobbs Atrium
Student Health Services is pleased to offer free head, neck, and shoulder massages by appointment during finals! Massages are available to all Hastings students from 11 am to 2pm on these days: 12/4, 12/7, and 12/11. Please come to Student Health Services (Room 202, 200 McAllister Street) to sign up for a time that works for you. Signup sheet will be available on Tuesday, November 24th.

The Weekly Returns on January 11th, 2016!

Mark your calendars! The Weekly will return on the first day of instruction, **Monday, January 11th, 2016!** That means the first Weekly deadline will be **Thursday January, 7th, 2016 at 12:00pm.** If you have any announcements you want to send out on the first Weekly of Spring 2016, make sure to send them in by the deadline!

UC Hastings is switching from Blackboard to Canvas Learning Management System (LMS)

Starting Spring Semester 2016 all faculty and students will be using Canvas instead of Blackboard. Get started now:

Login to <http://canvas.uchastings.edu> using your Hastings ID

1. Click on the Help icon inside Canvas to access User Guides
2. Access short instructional videos in <http://atomiclearning.uchastings.edu> (login using your Hastings ID and search for "Canvas" to list available videos)
3. Drop-in Canvas support will be available all day between Jan 4 and 8 in Training Room 445
4. Regular IT support for students resume on January 11

Academic Support Program Extended Office Hours Dates And Sign-Up Information

Do you have questions about exam preparation? Would you like to have your outlines and practice examinations read? If you answered yes, then sign-up for an individual 30 minute meeting with Professors Dennis Higa or Debbie Myers of the Academic Support Program. Please use the links below to sign-up.

Initially, please sign-up for one appointment. If you have any questions, please email the Professor with whom you are scheduled to meet.

Please use the following link to sign up for a 30 minute meeting with Professor Higa:

http://www.supersaas.com/schedule/ASP/Prof_Higa_Extended_Office_Hours

Please use the following link to sign up for a 30 minute meeting with Professor Myers:

http://www.supersaas.com/schedule/ASP/Prof_Myers_Extended_Office_Hrs

The meetings will take place in the 200 Building, Room 373.

We look forward to seeing you soon!

Prof. Higa higad@uchastings.edu	Prof. Myers myersdebbie@uchastings.edu
Office Hours <ul style="list-style-type: none">• Wednesday 11/18 10:30-2:00pm• Friday 11/20 10:30-2:00pm• Wednesday 11/25 10:30-2:00pm• Wednesday 12/2 10:30-2:00pm• Friday 12/11 10:30-2:00pm	Office Hours <ul style="list-style-type: none">• Friday 11/20 9:30-3:00pm• Monday 11/23 9:30-3:00pm• Tuesday 11/24 9:30-3:00pm• Monday 11/30 9:30-3:00pm• Tuesday 12/1 9:30-3:00pm• Monday 12/14 9:30-3:00pm

Take the Travel Survey! And maybe win a \$50 Amazon Gift Card!

Please take a quick, two minute survey to help UC Hastings leadership better understand your transportation needs in order to inform our upcoming student housing and campus planning process. Any information that you provide will be kept confidential.

To show our appreciation, at the end of the survey you will have an opportunity to win an Amazon gift card. One in ten respondents will win a \$10 gift card and one in 50 will win a \$50 gift card.

STUDENT SURVEY: <https://www.surveymonkey.com/r/STSHastings>

STAFF SURVEY: <https://www.surveymonkey.com/r/ETSHastings>

Spring 2016 Individual Representation Clinic is still accepting applications:

Come and find out more about practicing law with a real client under the close, expert supervision of UC Hastings Professors. For Spring 2016, there are two practice areas to which two-student partnerships will be assigned: Employment and Health cases. In both practice areas, you and your student partner of choice will represent clients in two cases set for trial or administrative hearing. The experience is sure to be challenging, illuminating and will show to potential employers your understanding of the practice of law. The deadline to submit your Clinical Application is December 4, but applications will be considered on a rolling basis. For more info please email cjc@uchastings.edu.

Interested in Public Policy?

Consider the Legislation clinic, where law, public policy, and politics intersect. Applications are now being accepted and the clinic will be available until all slots are filled. To apply send a brief email stating your interest with your resume attached. For more information, contact Prof. Salerno at salernom@uchastings.edu or by phone at 530.219.4975.

The clinic has proven to be a great way to get summer as well as post- graduation employment.

Join the Refugee and Human Rights Clinic!

Are you interested in international **human rights** and the protection of **refugees**? Do you want to gain experience working with clients and experts, or engage in human rights **fact-finding abroad**, while building and strengthening your lawyering skills? Would you like to reflect more on your ideals and your role as an attorney before you graduate? The [Refugee and Human Rights Clinic \(RHRC\)](#) is accepting and reviewing applications on a rolling basis. Please apply online using the [Common Clinic Application Form](#) for the Spring 2016 semester.

Fiscal Office Announcements

STUDENT AND OTHER HOURLY EMPLOYEES

New appointment, extension of appointment, and other miscellaneous changes affecting Payroll must be submitted to Human Resources by Monday, November 23, 2015

November timesheets are due in Fiscal Services, Room 111,198 McAllister Street, by 3:00pm Monday, November 30 2015.

Payday is Monday, December 07, 2015. Please pick up your paycheck unless you have made other arrangement for mailing. Fiscal Services is open between 9:00am to 3:00pm.

For your convenience, you may sign up for Payroll direct deposit via At Your Service Online (AYSO) at <https://atyourserviceonline.ucop.edu/ayso/>. This is different from financial aid E-Check account.

For any other questions, contact Sandy Lei at leis@uchastings.edu

UPDATE YOUR 2015 W-2 MAILING ADDRESS OR BETTER YET...GO PAPERLESS

Now is the time to check your address in AYSO to confirm where your 2015 W2 will be mailed. At the AYSO site, you can also sign up to receive your 2015 W-2 electronically. Please make these changes in AYSO by no later than December 31 2015.

Contact Human Resource Department if there you have any questions on how to log into AYSO.

For any other questions, contact Sandy Lei at leis@uchastings.edu

2Ls! Consider Lawyers for America!

2L's: Ready to get out in the real world and start making a difference? Want to develop your professional skills and line up a paid post-graduation job? Consider Lawyers for America, an experiential learning opportunity unique to UC Hastings.

LfA Academic Director Mai Linh Spencer will hold office hours to help you prepare to apply for a fellowship; stop by Suite 350 of the Tower Mondays 2-3pm and Thursdays 2-4pm. LfA Executive Director Marsha Cohen is also available to answer questions Wednesdays, 3:30-4:30pm, in Room 388 of the 200 Bldg.

The following placement sites will hire fellows from the Class of 2017; applications will be due Spring semester, but you are advised to plan your academics now. **Consumers Union – Berkeley City Attorney – Center for Biological Diversity – Contra Costa District Attorney – Contra Costa Public Defender – Solano County Public Defender -- Contra Costa Superior Court** More info is on the LfA [website](#). Stop by our office hours or email Prof. Spencer or Cohen to learn more about this experiential learning and employment opportunity.

JD Students – Consortium Agreement with USF for Taxation Classes

JD students who are interested in taking a tax class at the University of San Francisco may do so at no cost (one class per semester) under a new Consortium Agreement with USF.

Restriction: Only classes not being offered at UC Hastings may be taken under this agreement. Most of the tax classes meet at the downtown USF campus, at 101 Howard Street. These courses are open to UC Hastings JD students on a space available basis.

The University of San Francisco Spring 2016 schedule is available online: web.usfca.edu/law/courses/spring/11m/. **Deadline to register is January 15, 2016.**

Enrollment forms are available online.

- **Transfer Credit Petition** – www.uchastings.edu/about/admin-offices/records/docs/forms/transfer-credit-petition.pdf
- **USF – UC Hastings Agreement Consortium Form** – www.uchastings.edu/about/admin-offices/records/docs/forms/USF_UC_Hastings_consortium_form.pdf

Legal Writing Resource Center

Room 468, 4th Floor of the 198 Building

The Legal Writing Resource Center is here to help you with your legal writing. We will be have appointment-only sessions Monday to Thursday from 9 AM – 5PM. We will also have limited walk-in hours Monday and Wednesday, but the best way to ensure assistance is to make an appointment. Please visit uchastings.edu/lwrc to learn how to set up an appointment and check out all of our legal writing resources, including tip sheets and slideshows to assist you in legal writing and research.

>> CAREER OFFICE CORNER

The Pride Law Fund: Tom Steel Post-Graduate Fellowship

Application Deadline: January 15th, 2016

This Fellowship is designed to ensure that unmet legal needs in the LGBT community are addressed and prioritized on an ongoing basis, and that the next generation of legal advocates for the LGBT community develops the critical skills necessary to secure civil rights into the future. The Steel Fellowship was established in 2001 and was the first fellowship of its kind in the country. For more details see www.hastingscareersonline.com

>> CURRENT PRO BONO OPPORTUNITIES

- **The Honorable Charles Crompton of the SF Superior Court** seeks a volunteer extern with the court's Civil Harassment Department. Volunteers will begin immediately upon hiring and continue through the Spring 2016 semester. The Civil Harassment extern(s) will: evaluate applications for civil and workplace temporary restraining orders (TROs) and brief Judge Crompton with the relevant facts, work with court clerks to process the resulting judicial orders, and receive additional research and writing assignments as necessary. Please note: Candidates must be available from 10:00 a.m. to 12:00 p.m. at least two to three days per week, for the duration of the externship, to process the daily applications and to brief Judge Crompton. Please clearly state your availability in your application materials. Interested students should submit a cover letter, resume, and unofficial transcript to:

The Hon. Charles Crompton
San Francisco Superior Court
400 McAllister Street, Dept. 514
San Francisco, CA 94102

- **The San Francisco Pathways to Citizenship Initiative** is putting together yet another Naturalization Workshop on December 5, 2015. Doors will be open to the public from 9:30 am to 12:30 pm. Volunteers will be expected to report in at 8:00 am and depending on how many people come, volunteers may end around 4:00 pm. No naturalization experience necessary! Training will be provided. To volunteer, [sign up here](#).
- **Legal Advice and Referral Clinic (LARC)** is seeking volunteers for **Saturday, December 19th, from 9:45-2:30**. LARC, is a tremendous opportunity to interact directly with clients, improve your interviewing skills, and work with lawyers across a broad spectrum of practice areas. LARC is held one Saturday a month at UCH and typically serves 100-150 community members with a wide array of legal issues. We have volunteer attorneys who are experts in criminal, immigration, housing, real estate, probate, family, employment, personal injury, consumer, and other areas of law. Student volunteers conduct intake interviews to help determine which lawyer a person needs to consult. Volunteers are asked to commit from 9:45-2:30 on the Saturday they volunteer. Second and third year students

who have volunteered previously assist with document production (demand letters, answers, administrative complaints, etc.) under the direction of the attorneys. Training is provided the day of the event. If you are available and willing to commit, please email Jayme Jackson, jacksoja@uchastings.edu, with your cell phone number and indicate your language fluency in addition to English. We always need students who are fluent in **Spanish, Mandarin, and Cantonese**.

- The **Legal Aid Association of California** (LAAC) is currently seeking law students to volunteer as LiveChat Operators to help people navigate LawHelpCA.org, the only statewide resource for easy access to self-help information on legal problems and referrals to local legal aid providers and pro bono assistance. LiveChat Operators would be available to visitors who have difficulty navigating the site or have a stressful, alienating legal situation and just need a human response. LiveChat Operators would provide links to helpful information, quotes from resources, and leads for referrals; they will not provide legal advice. Volunteers can participate from any computer with internet access, making this a flexible opportunity for busy law students! **To find out more, please email Timothy Ng at tng@laaconline.org, or call (510) 893-3000 x 102.**

>> WRITING COMPETITIONS!

Second Annual Jameson Crane III Disability and the Law Writing Competition

Deadline: January 15th, 2016

Prize: \$1,500

[Click here for more information!](#)

RPLS Journal Law Student Writing Competition

Deadline: January 18th, 2016

[Click here for more information!](#)

American Indian Law Review Competition

- **Deadline:** January 29, 2015, 6:00PM, Eastern Standard Time
- **Prize:** \$1,000 and publication in American Indian Law Review
- [Click here for more information!](#)

2016 "Gerrymander Standard" Writing Competition

- **Deadline:** March 27th, 2016
- **Prize:** \$5,000 (First Place)
- [Click here for more information!](#)

The College of Labor and Employment Lawyers and American Bar Association Section of Labor and Employment Law Annual Law Student Writing Competition for 2015-2016

- **Deadline:** midnight (EDT) June 15th, 2016
- **Prize:** \$3,000 Dollars
- [Click here for more information!](#)

>> CAMPUS JOBS

The Center for WorkLife Law is looking for Research Assistants

The Center for WorkLife Law (WLL) is currently seeking a Research Assistant for the spring 2016 semester. WLL is a nonprofit research and advocacy organization based at Hastings that works on issues of gender equality and employment discrimination, with a particular focus on discrimination against caregivers. Our research assistants are responsible for performing research and writing assignments related to the Center's work and have the opportunity to work closely with the WLL Director and Deputy Director. The position is open to second- and third-year law students, with a preference for students who have taken a course in employment law or employment discrimination. Students must have excellent research and writing skills, and be able to

communicate the results of their research clearly both orally and in writing. Hours are flexible and range from 10-15 per week. Most work can be completed remotely. To apply please submit your resume, a cover letter, and a list of three references to: Liz Morris, Deputy Director at morrisliz@uchastings.edu.

BE A MOOT COURT TEACHING ASSISTANT NEXT SEMESTER!

Moot Court is currently recruiting TAs for the Spring 2016 classes. If you would like to guide and mentor your fellow students and improve your own skills too, then please apply to be a Moot Court TA.

Please log in to kscope.uchastings.edu and click on "On Campus Student Jobs" to apply.

If you have not been a teaching assistant before, we will review your completed application and let you know if we need additional information or an interview. **TA Training will be held on Monday, January 11, 2016 at 3:30 pm.** We look forward to receiving your applications and to working with you next Spring.

If you have any questions, please contact Stephen Tollafie at: tollafie@uchastings.edu or Toni Young at: younga@uchastings.edu. Thank you in advance for your time and efforts to make Moot Court a fantastic experience for our students.

MLPS is Seeking volunteer Farsi, Cantonese, Laotian, Russian, and Vietnamese interpreters

The Medical-Legal Partnership for Seniors (MLPS) is seeking volunteers who speak Farsi, Cantonese, and Vietnamese to serve as interpreters for occasional client meetings and possibly some written translation. In addition, MLPS is seeking volunteers to help with written translation in Laotian and Russian. Please contact Professor Troya for more info: troyay@uchastings.edu.

DID YOU READ THIS WEEK'S WEEKLY?!

We are upping the stakes for the Weekly contest!! Win some cool prizes just by reading the Weekly!

Reply to weekly@uchastings.edu by **12:00pm each Monday** with the **correct** answers to all three questions to be eligible to be entered into the Weekly lottery. At the end of September, October, and November, two winners will be randomly chosen from the students who submitted all the correct answers that month. What's the prize? A \$10 Philz Gift Card!! If you submit each week, that allows you 4 chances to win as opposed to just answering one time!

But wait, there's more! Everyone who submitted correct answers during the semester will also be put into a lottery at the end of the semester and could win an awesome end of the semester prize!

November Weekly Contest Winners AND Semester Weekly Contest Winners will be emailed the Week of November 30th! Any student who submitted correct answers each week this whole semester are eligible to win the End of the Semester Weekly Prize which is ...*drumroll* a \$30 Amazon Gift Card! Two students will be chosen at random from the list of students who submitted correctly all semester!

Questions for Week #13:

- What time frame will the Gold Rooms be closed off for during final exams?
- True or False: If false, state the correct answer. Most USF Tax classes take place at the main Fulton Street Campus.
- What are the dates of the Stressbusters Massages during exams?

Good luck on Final Exams!!