

# **Meg Chandelle**

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## **PROFESSIONAL EXPERIENCE:**

### **Academic Success & Professionalism Professor of Practice (2015 – Present)**

Nova Southeastern University, Shepard Broad College of Law, *Ft. Lauderdale, FL*

Provide targeted instruction to law students to help them master essential legal reading, thinking, and writing skills. Support student success by coaching, mentoring, and guiding individual students to help them meet academic demands and develop strategies for personal achievement during law school and beyond.

### **Director of Advanced Lawyering Skills and Values Program (2003 – 2015)**

Nova Southeastern University, Shepard Broad College of Law, *Ft. Lauderdale, FL*

Developed programmatic framework for the law school's Advanced Lawyering Skills and Values (ALSV) program in accordance with the faculty's curriculum plan. Administered dual track educational modules that permitted students to enhance their legal skills training in either a litigation or transaction based discipline, according to individual preference. Provided training for adjunct faculty participating in the program and served as their liaison with the College of Law and the university. Conducted annual informational meetings about the program for entry level law students and counseled students individually concerning their educational objectives. Coordinated ongoing program activities with other Law College departments affected by ALSV matters, including faculty Appointments and Curriculum committees, Student Services, Law Library and Technology Services, and other law school and university administrative offices. Supervised ALSV staff and ensured program compliance with university policies and procedures, county, state and federal regulations, and accreditation requirements.

### *Adjunct Teaching:*

Taught Civil Pretrial Practice, one of two cornerstone upper level courses focused on litigation. Previously taught Criminal Procedure for the College of Law's online Alternative Admission Model Program for Legal Education (AAMPLE) and a Florida Constitutional Law module for the Law College's Bar Preparation initiative. Had primary responsibility for training and advising adjunct

professors teaching Civil Pretrial, and for revising the program syllabus and exam materials to reflect current Florida law.

**Director of Clinical Programs (1997 – 2003)**

Nova Southeastern University, Shepard Broad College of Law, *Ft. Lauderdale, FL*

Directed, coordinated, and supervised the College of Law's clinical education program. Primary responsibility for managing the program's expansion from two to seven clinics, including creation and development of administrative framework, establishment of program protocols, creation of procedural manual, and recruitment of qualified host offices and attorney mentors to supervise student participants. Provided counseling to students, coordinated video conferenced distance education classes, and created brochures and instructional materials for the individual clinics and participating host offices.

*Ancillary Activities:*

Senior Administration – Appointed by Dean to sit on the Law College's internal senior administrative board. Team approach focused on improving staff services to students and faculty, development of short and long term strategic plans to maintain and enhance the quality of the institution, and facilitation of communication between department heads and central administration. Participated in events to promote scholarship and community relations.

Committees – Participate in law school and university committees as needed. Committee work has included the Law College's web review committee and the university's inter-departmental task force on community service. Major involvement in the Law College's Adjuncts Committee, focusing on adjunct faculty recruitment, oversight, and mentoring activities.

Grants – Administered NSU Law Civil Law Clinic Florida Bar Foundation IOTA grant. Co-authored grant application, year-end self-assessment reports, and periodic financial reports. Oversaw monthly budget and purchases, and coordinated grant management with College of Law administration and the university's grant department. Authored full grant proposal for HIV/AIDS legal services under the Title II Ryan White Legal Support Program at the request of the State of Florida Department of Health.

Student Programs - Served as advisor to the International Law Students Association (ILSA). Initiated the Law Center's student exchange program, coordinating all aspects of immigration, housing, and matriculation for participating foreign students. Judge a variety of student competitions on an ongoing basis, including mock trial, moot court, and client counseling competitions. Assisted with the College of Law's Mediation Program, serving as a mediator in juvenile offender cases. Also conducted joint mediations with and critiqued student trainees.

**Real Estate Analyst (1994 - 1997)**

Appraisal and Real Estate Economics, Inc., *Miami, FL*

Prepared residential and commercial property valuation and market analysis reports for national and local lending institutions. Analyzed property tax records, legal instruments, and zoning data.

**Staff Attorney (1991 – 1994)**

Technologically Advanced Business Systems, Inc., *Deerfield Beach, FL*

Provided corporate legal services to a computer products firm. Prepared contracts and performed legal research, provided personnel management, and assisted with client relations. Created sales and marketing materials and edited and reviewed and edited correspondence and other written documents of company executives.

**Certified Legal Intern (Summer, 1990)**

Dade County Legal Aid Society, *Miami, FL*

Represented clients, litigating both contested and uncontested family law matters. Completed intake interviews and prepared pleadings, financial affidavits, motions, and discovery requests. Researched a variety of legal issues and appeared in court on behalf of clients.

*Additional Teaching:*

**Law Instructor**

International Fine Arts College, *Miami, FL*

Taught business law to all graduating seniors. Introduced course features including field trips to community courts and trials, competitive interactive analysis of legal topics in the news, and student produced mock trials.

**Instructor**

University of Miami, *Coral Gables, FL*

Taught English as a second language to University of Miami corporate clients in course offerings in accent reduction and business language skills.

**Instructor**

Barry University, *Miami Shores, FL*

Taught English as a second language to students with a wide range of proficiency levels. Instructed students in skills ranging from basic communication through advanced topics and stylistic writing.

**Instructor**

Fisher Junior College, *Boston, MA*

Taught finance to college students. Areas of instruction included an introduction to credit analysis, real estate finance, and investment markets.

**Graduate Research Assistant**

Fordham University, *New York, NY*

Assisted finance faculty with research projects and tutored graduate and undergraduate business students. Primary responsibility for documentation and implementation of a financial model simulated computer software program acquired by the university. Assisted with public relations and promotional activities sponsored by the department.

**EDUCATION:**

**University of Miami School of Law, *Coral Gables, FL***

J.D.

**Fordham University Graduate School of Business Administration, *New York, NY***

M.B.A., Finance

**American University, *Washington, D.C.***

B.S., International Studies

**American College in Paris, *Paris, France***

Junior Year

**Kure Mitsuta, *Kure, Japan***

International Exchange Student

**PROFESSIONAL AFFILIATIONS:**

Member, Florida Bar Association

Member, American Bar Association, Legal Education Section, Technology Section

Member, American Association of Law Schools, Academic Support and Bar Prep Group (AASE)