

MARGARET F. HALL

EDUCATION

William Mitchell College of Law (now Mitchell Hamline School of Law), St. Paul, MN

Juris Doctor ■ May 2004

Law Library Clinic, Law Librarianship Reference Internships

- *Minnesota State Law Library, Saint Paul, MN*
- *Dorsey and Whitney LLP, Minneapolis, MN*
- *Dakota County Law Library, Apple Valley, MN*

Dominican University, Chicago, IL

Master of Library and Information Science ■ May 2001

University of Minnesota, Twin Cities, Minneapolis, MN

Bachelor of Arts ■ May 1999

Major: History ■ *Minor: American Studies*

Dean's list 1996, 1999

LAW LIBRARY EXPERIENCE

Leigh H. Taylor Law Library, Southwestern Law School, Los Angeles

Associate Dean and Law Library Director/ Associate Professor of Law, September 2020–present

Provide strategic vision and effective leadership for all library operations, academic legal research curriculum, and accreditation efforts within a major independent law school.

- Key Achievements:
 - Successfully revised the Collection Development Policy and streamlined the library budget, cutting expenses while preserving all services, programs, and user support.
 - Established a new Archives Department and Archivist position.
 - Oversaw the Gallagher Lounge library renovation and collaborated with Institutional Advancement to secure donor funding.
 - Expanded upper-level legal research elective offerings.
- Determines staff and operational budget needs for the office and submits recommendations to the President/Dean of the Law School.
- Provides for the organization, administration, and supervision of the law library in compliance with ABA and AALS library standards.
- Develops evergreen three-year strategic plan for the library.
- Develops library services, collections, and technology initiatives consistent with evolving faculty, student, and administrative needs.
- Spearheads and manages a robust instructional program, including first-year research instruction and advanced legal research courses.
- Primary administrator for library portions of ABA accreditation (2022), Bureau for Private Postsecondary Education (BPPE) compliance (2023), & WSCUC accreditation (site visit Feb 2026).
- Main representative of the library in its relations with the law school, area law schools and universities, library consortia, professional organizations, and the public.

- Provides leadership and works collaboratively to identify and cultivate relationships with donors and alumni of the law school.
- Compiles data for various external reports, such as IPEDS, ABA reports, U.S. News surveys.
- Leads and supervises a highly skilled and collegial team of librarians and support staff.
- Oversees on-site library events, including planning, setup, coordination, and breakdown, including:
 - PILC (Public Interest Law Committee) Annual Trivia Bowl.
 - Homecoming Haunted House and Ghost Walk.
 - Gallagher Lounge Opening Reception.
 - Bullock's Wilshire Archive tours, salons, and events <https://www.swlaw.edu/Archives>
 - Screening and discussion of the book banning documentary, "The Librarians" by Kim A. Snyder, in conjunction with the Biederman Entertainment, Media, and Sports Law Institute, (Spring 2026).
- Serves as a member of faculty and other committees as appointed, including:
 - Library Committee (past Chair)
 - Curriculum Committee
 - Educational Technology Committee
 - SMaRT (Southwestern Managing Risk Team)/Enterprise Risk Management Task Force
 - Student Experience Working Group
 - Status and Equity Task Force, 2020–2023
 - Faculty Development Committee, 2020-2022
 - Admissions Committee (Ad Hoc member)
 - Faculty Recruitment Committee (Ad Hoc member)

Associate Director of the Law Library/ Adjunct Professor of Law, September 2013–September 2020

- Assisted the Associate Dean for Library Services with specific assignments, including budget, collection and/or acquisition and miscellaneous report requests.
- Supervised and managed Reference Services, including full-time reference librarians.
- Coordinated and oversaw legal research instruction, both first year and upper-level electives.
- Supervised and managed Access Services, including ILL, circulation operations, staff, and student workers.
- Primary supervisor for all student workers' timecards and budget.
- Responded to and resolved immediate library staff/patron questions or problems, including library fines, library policy infractions, library space use, and staffing issues when unforeseen issues arise.
- Developed curriculum, proposal, and instructional materials for a new, graded Advanced Legal Research course (2 credits).
- Acquired detailed knowledge of Southwestern Law School's integrated library software, specifically Millennium/Sierra, Springshare and OCLC interfaces.
- Provided equal participation in reference desk service, including weekends.
- Delivered advanced, specialized research instruction and consultations to faculty and students, including individualized one-on-one appointments, targeted externship research sessions, and formal presentations within seminar classes.
- Led and participated in reference department projects, events, and programs.
- Provided tours of the Bullocks Wilshire building, law library, and campus to various constituencies.
- Primary liaison for the Southwestern University/Law School and Bullocks Wilshire historical materials.
- Actively participated in campus community events and programs:
 - Graduation student speech selection committees.
 - Admitted and prospective admission events.
 - Southwestern's neighborhood community outreach events, including Hoover Elementary School activities.

- Served as a member of faculty and other committees as appointed, including:
 - Library Committee
 - Ad Hoc LL.M. Advisory Committee, 2015–2020
 - Externship committee Member of Externship Committee, 2016–2017
 - Externship Faculty Advisor (19 judicial externs), 2017

Kathrine R. Everett Law Library, University of North Carolina, Chapel Hill

Head of Access Services and Reference Librarian, July 2012–August 2013

- Supervised and managed Access Services, including ILL and circulation operations and staff, and student workers.
- Prepared Access Services budget requests.
- Acquired detailed knowledge of integrated library software, specifically Millennium and ILLiad interfaces.
- Prepared reports for the Director, Deputy Director and Assistant Director for Public Services.
- Oversaw and assisted with circulation training for Public Services personnel.
- Oversaw Access Services content management of the law library webpage.
- Oversaw major reorganization of fine/fees and lost book policy.
- Actively participated in multiple UNC campus committees including the Circulation and Reserves Advisory Committee, Circulation Issues Discussion Group, ILS Coordinating Committee, and the Steering Services Committee.
- Continued to perform reference librarian duties, faculty liaison partnerships, and assignments.

Clinical Assistant Professor of Law, 2004–2013

- Taught (solo and team) Advanced Legal Research (three-hour credit upper-level course) and other courses as assigned.
- Participated in faculty committees, faculty meetings, and other faculty assignments.
- Served on Law School Admissions Committee 2007–2012.
- Faculty advisor to the Carolina Law Peer Partnership Student Organization, 2007–2011.
 - Morgan Stoddard, *Faculty Advising: A Great Way to Promote Law Librarianship*. Southeastern Law Librarian, 2008 (article about my role as faculty advisor).

Reference/Student Services Librarian, August 2004–July 2012

- Hired, trained, and supervised student reference assistants (up to 7 per academic year).
- Coordinated reference desk schedule.
- Provided reference services to faculty, students, attorneys, and the public.
- Served as liaison to UNC School of Law faculty and *North Carolina Journal of Law & Technology*.
- Established and formalized mandatory research assistants (RA) training.
- Created UNC Law Library/NC Public Library Outreach program.
- Coordinated Westlaw and Lexis support and teaching, 2009–2011.
- Planned and coordinated the initial research components within Introduction to Environmental Law and Policy, a successful Massive Open Online Course (MOOC) 2013.
- Planned, coordinated and taught various specialized legal research classes and workshops, including prep for practice program, 1L library orientation and tours, and Festival of Legal Learning sessions.

University of Minnesota Law Library, Minneapolis, MN

Part-time Reference Librarian, September 2003–July 2004

- Answered reference questions from faculty, students and the public.
- Performed in-depth research and specialized tasks as needed, including research guide creation.

- William Mitchell College of Law (now Mitchell Hamline School of Law),** St. Paul, MN
Temporary Reference Librarian/ Library Circulation Clerk & Student Worker, February 2002–July 2004
- Assisted with the circulation, shelving, shifting, and organizing of library materials.
 - Assisted faculty, students, and the public with general library and reference questions.
- Research Assistant to Library Director and Professor Ann Bateson,** June 2002–April 2003
- Proofread the Laws of Uganda recodification.
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ADDITIONAL WORK EXPERIENCE

- Durham County Public Library,** Durham, NC
Substitute Reference Librarian (averaging 4-20 hours per week), March 2008–November 2012
- Staff reference desk at the main and regional Durham County libraries.
 - Staff circulation desk at regional libraries.
 - Librarianship in the trenches.

- Hall Realty,** St. Paul, MN
Licensed Real Estate Broker, September 2000–September 2007
- Assisted in creation and management of real estate office.
 - Created and prepared real estate forms.

- Deluxe Check Corporation,** Shoreview, MN
Post Press Associate, November 1995–August 2000
- Fun and Moral Committee Member.
 - Test packer for new automated process.
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ADDITIONAL TEACHING AND PRESENTATION EXPERIENCE

- **School of Information and Library Science (SILS), University of North Carolina, Chapel Hill**
Adjunct Professor, 2011–2013
 - Co-taught, Law Libraries and Legal Information (3 Credit Graduate Course).
- Experience in developing, planning and teaching a variety of stand-alone legal research classes including Environmental Law (undergraduate), Education (PhD), Journalism, and Nursing.
- American Bar Association Webinar, "Free Legal Research on the Web," May 20, 2013.
- Southeastern Chapter of AALL (SEAALL) Annual Meeting presenter, "Partners in Crime: Using Partnerships to Further Your Library" April, 2013.
- UNC Festival of Legal Learning, Continuing Legal Education (CLE) presenter, "Fast Case: New Tools, Fresh Tips," February, 2013.
- Durham, Orange, and Wake Counties Public Libraries, "Legal Research for Public Librarians," 2008-2012.
- North & South Carolina Legal Research and Writing Colloquium presenter, "Fun and Games in Legal Research," May, 2009.

- UNC Festival of Legal Learning, Continuing Legal Education (CLE) presenter “Free Legal Research on the Web,” February, 2007-2012.
- Southeastern Chapter of AALL (SEAALL) Annual Meeting presentation, “How to Market Your Library, Brand It Like Coca-Cola®,” April, 2007.
- UNC Festival of Legal Learning, (CLE) presenter “To Cite or Not to Cite: Unpublished Legal Opinions,” February, 2006.

PROFESSIONAL DEVELOPMENT & COMMITTEE INVOLVEMENT

National:

American Association of Law Libraries (AALL), 2004–present

- Member, LexisNexis Research Grant Jury, 2023–2025
- Board Member, Council of Chapter Presidents, 2019–2021
- Member AALL Diversity & Inclusion Committee, 2016–2018
 - Diversity & Inclusion Librarian of the Month, March 2017
- Member, CONELL Committee, 2008–2010
- Member, ALL-SIS NALLM/Mentoring Committee (formerly CONALL), 2006–2008

Regional:

Southern California Association of Law Libraries (SCALL), 2013–present

- Chair, Archive Committee, 2021–Present
- Member, Nominations Committee, 2022–2024
- President (Elected), Southern California Association of Law Libraries, 2020–2021
- Vice President (Elected), Southern California Association of Law Libraries, 2019–2020
 - Chair, 48th Annual SCALL Institute, *Legal Ethics in Legal Research*, March 6–7, 2020 at the Horton Grand Hotel in San Diego.
 - Planned, coordinated and supervised the two-day program including speakers, marketing, registration, and venue.
 - <https://scallnet.org/2020-institute/>
- Board Member (Elected), Southern California Association of Law Libraries, 2017–2018
- Member, Programs Committee, 2015–2017

Southeastern Chapter of AALL (SEAALL) 2004–2013

- Member, SEAALL Nominations Committee, 2011–2012
- Member, SEAALL Community Service Committee, 2006–2008

Local:

Librarians’ Association at the University of North Carolina at Chapel Hill (LAUNC-CH), 2004–2013

- Secretary (Elected), LAUNC-CH Executive Board, 2012–2013
- Member, LAUNC-CH Nominations Committee, 2013

Management Training and Development

- Attended AALL Chapter Leadership Training, 2019–2020
- Attended AALL Management Institute, 2017
- Attended AALL Leadership Academy, 2015
- Attended UNC Training and Talent Development Office Training:
 - “Moving from Peer to Manager”

- "SPA Hiring: From Posting through Probation"
- "Fundamental Communication Skills",
- "Managing Interactions with Your Employees"
- Attended North Carolina Department of Health and Human Services (DHHS) Training:
 - Equal Employment Opportunity Institute

PUBLICATIONS

- *SCALL Newsletter*, "From the President" Regular Column, Volume 48, Issues 1–5
- *AALL Spectrum*, "Why Didn't Someone Tell Me This? Advice for Successfully Navigating Your First (or Second) AALL Conference" Vol. 14, No. 6, April 2010
- *Southeastern Law Librarian Newsletter*, co-author "GO GREEN SEAALL Members!" Volume 33, Issue 1, Winter 2008, at 8
- *RIPS Law Librarian Newsletter*, co-author "The 7 C's of Co-Teaching," Vol. 28, No. 3, Spring 2006, p. 2

OTHER VOLUNTEER LIBRARY AND ORGANIZATIONAL EXPERIENCE

S.W.A.M.P. (Schoolwork and Mentoring Program), St. Paul, MN

Mentor, September 2003–August 2004

- Assisted all ages and school levels with homework or reading at the Lexington Outreach Public Library (4 hours per week).

Immigration History Research Center, University of Minnesota-Twin Cities, Minneapolis, MN

Volunteer Processor (4–8 hours per week), October 1998–May 2000

- Processed the International Institute of San Francisco's Archives.
- Assisted in relocation of the IHRC to the Anderson Library.