

## MARY LU BILEK

CUNY School of Law  
65-21 Main Street  
Flushing, New York 11367  
(718) 340-4340

### EMPLOYMENT

#### CUNY SCHOOL OF LAW

**July 1985 - present**

##### **Interim Dean**

**May 2005 - present**

##### **Associate Dean for Academic Affairs**

**September 1997 – May 2005**

**January 1986 - July 1988**

Primary responsibility for the operation of the academic program, including curriculum planning and development; schedules and calendar; major role in faculty appointments process; hiring and monitoring adjuncts; supervisory responsibility for Admissions Office, Dean of Students Office, and Career Planning Office; liaison between academic committees (curriculum, faculty appointments, academic standing, student evaluation, faculty evaluation, reappointments and promotion, personnel and budget) and administration; academic counseling; student grade appeals; preparation of the self-study for ABA Accreditation site visit; and liaison to Dean Search Committee.

##### **Assistant Professor**

**July 1985 - present**

Responsibilities have included teaching the following courses, all of which are required first- or second-year courses:

Procedure I & II (Federal Civil Procedure);

Law and the Market Economy I & II (Contracts);

Adjudication and Its Alternatives (Mediation, Negotiation, Arbitration);

Work of a Lawyer (Lawyering Process, Professional Responsibility);

Responsibility for Injurious Conduct (Criminal Law, Torts);

Lawyering and the Public Interest (Evidence);

Legal Methods (Academic Support); and

Law and Family Relations.

Since 1992, I have served intermittently as First-Year Coordinator, with responsibility for facilitating the integration and coherence of the first-year curriculum, including teaching professional responsibility, leading workshops on pedagogy and skills teaching, developing and refining simulations, and a range of administrative tasks.

In addition, I was a Lawyering Seminar Teacher for five semesters which involved 8-10 hours of class work per week with a group of 20 students to develop lawyering skills and perspectives through work on simulations, exercises and problems; responsibilities included collaborative development of the simulation materials, exercises and problems.

During the fall semester of 1986 and again during the spring of 1988, I substituted in a third-year course in New York Civil Practice. During spring 2002, I substituted in a third-year course in Legal Analysis. During the fall semesters of 2000 and 2001, I participated in teaching the Mediation Lawyering Seminar.

#### **Committees**

Committee assignments have included membership on the following committees: Career Planning (chair); Reappointments and Promotion; Appointments (co-chair); Curriculum (chair); Personnel and Budget Committee; Resources; Administrative Screening and Review (co-chair); Self-Study Committee (chair); Bar Exam Task Force (chair); Dean of Students Search Committee; and Budget Workgroup. As Academic Dean, I chair Admissions and Academic Standards.

**PAUL, WEISS, RIFKIND, WHARTON & GARRISON**

**September 1980 - June 1985**

As a litigation associate, I handled a variety of civil cases, large and small, including general commercial, contract, antitrust, copyright and administrative law matters. Substantial pro bono work ranging from representation of individual clients to complex cases co-counseled with public interest groups, including NAACP Legal Defense and Educational Fund, Inc. and the families of five American churchwomen killed in El Salvador.

**EDUCATION**

**Harvard Law School**

J.D., cum laude, 1980.  
Class Marshal; President, Law School Council; Winner - Williston Contract Competition; Director, Volunteer Income Tax Assistance Program.

**St. Mary's College**

A.B., summa cum laude, 1977.  
Philosophy major; Student Body President; Member, Board of Trustees; Danforth Fellowship Finalist; Lumen Christi award (presented to one graduate for outstanding academic achievement and service to the college and the community).

**PUBLICATIONS**

Author, Draft Report for the Committee on Legal Education and Admission to the Bar of the Association of the Bar of the City of New York, "Examining the New York State Bar Examination" (1989).

Reporter (1989-90), Committee on Legal Education and Admission to the Bar of the Association of the Bar of the City of New York, "Report on Admission to the Bar in New York in the Twenty-First Century -- A Blueprint for Reform," The Record of the Association of the Bar of the City of New York, Volume 47, Number 5 (June 1992).

Revision Author, "Enforcement of Judgments," New York Civil Practice by Weinstein, Korn & Miller, Volume 6, pp. 109-178, Matthew Bender & Company, Inc., New York (August 1990).

Revision Author, "Privileges - Self-Incrimination," New York Civil Practice by Weinstein, Korn & Miller, Volume 5, pp. 4-63, Matthew Bender & Company, Inc., New York (March 1991).

"The Law School Accreditation Process in Flux," Bar Review, Association of the Bar of the City of New York (March 1996).

Author, Report of the Committee on Legal Education and Admission to the Bar of the Association of the Bar of the City of New York, "On Bridging-The-Gap" (1997).

Co-Author, Recent Federal Court Decisions in Professional Responsibility, with Bruce Green, in Current Developments in Federal Civil Practice 2001, Practising Law Institute (April 2001).

## **PRESENTATIONS**

"Making Pro Bono Publico Work Work for the Public," NALP Convention, spring 1988.

"The CUNY Curriculum: Derived From and Driven by Diversity," Osgoode Hall School of Law, spring 1989.

"Developing a Lawyering Curriculum that Puts its Money Where its Mouth Is," West Virginia Law School, spring 1990.

"Teaching About Diversity in Civil Procedure," SALT Conference, Minneapolis, Minnesota, fall 1994.

"Teaching Skills in the Large Classroom - Active Learning," CUNY Law School Faculty Forum, December 1995.

"The Effect of the ABA Consent Decree on Law Students," Association of the Bar of the City of New York, Committee on Law Student Perspectives, January 1996.

"Working Undercover: A Writing Teacher Infiltrates the Large Classroom -- An Exploration of the Use of Writing to Enable Learning in Doctrinal Areas and of the Necessity of Doctrinal Grounding for Teaching Legal Writing," Atlantic Regional Legal Writing Teachers Conference, Temple Law School, May 1997.

Small Group Leader (Legal Writing), SALT Teaching Conference, September 1997.

"The Role of Law Schools in Shaping Our Profession," Convocation on the Face of the Profession, Albany, New York, November 13, 2000.

"How Law Firm Employment Practices Shape the Profession," Winter Bench and Bar Conference, Federal Bar Council, February 2001.

"Current Developments in Federal Civil Practice 2001: Recent Federal Court Decisions in Professional Responsibility," Practising Law Institute, New York, New York, April 2001.

## **ACTIVITIES AND AFFILIATIONS**

### **Association of the Bar of the City of New York**

Committee on Legal Education and Admission to the Bar - chair, September 1995 to 1998.

Committee on Legal Education and Admission to the Bar - member, July 1987 to 1990.

Committee on State Courts of Superior Jurisdiction - member, July 1985 to July 1986.

### **Departmental Disciplinary Committee**

Appointment by the Presiding Justice of Appellate Division of the New York State Supreme Court to serve as a member of this committee that hears cases of lawyer misconduct and makes recommendations concerning sanctions, including disbarment and suspension, 1983 - 1989.

### **Council of New York Law Associates**

Member of the Board of Directors from 1982 through 1987 and Treasurer from 1983 through 1986 of this public interest organization which trains volunteer lawyers and places pro bono cases, largely in the area of community development work.

### **Mayor's Special Commission**

Service on commission mandated to investigate allegations of wrongdoing in the Office of the Chief Medical Examiner of the City of New York. The Commission worked intensively for a two-month period in the spring of 1985 and issued a 400-page report.