

JONATHAN K. SAXON

Associate Law Library Professor
CUNY School of Law
65-21 Main Street
Flushing, NY 11367
(718) 340-4242
saxon@mail.law.cuny.edu

CUNY School of Law Library, Flushing, New York
Reference/Computer Services Librarian, 9/97-present
Reference/Government Documents Librarian, 2/94-8/97

- Teaches a full-year legal research course to first-year law students.
- Served as co-coordinator of the legal research course during the following periods: fall 1999 - spring 2001, fall 2003 – spring 2005.
- Provides reference service to CUNY School of Law students and faculty, as well as to the general public.
- Created the Library's World Wide Web site in 1997 and is solely responsible for maintaining it.
- Serves as school liaison to Westlaw and Lexis academic representatives.
- Oversees the work of the Westlaw and Lexis student representatives, including scheduling and assigning duties.
- Updates and troubleshoots Library staff Macintosh computers and public access Windows PCs.
- Provides training sessions on using the Internet for legal research.
- Supervised the Library's Microforms Department from 2/94-8/97, overseeing the work of two part-time College Assistants.
- Administered the Library's participation in the Federal Depository Library Program from 2/94-8/97, during which time the Library's depository was evaluated by a federal inspector and passed inspection in all categories.
- Currently serves on the law school's Professional Development Committee and the Reappointments Committee.
- Previously served on the law school's Admissions and Library Committees. Also served on the tenure committee for one professor.

Professional Background

Admitted to Law Practice

New York State, 1994.

Publications

Journal Articles:

"Connecticut Practice Materials: A Selective Annotated Bibliography."
Law Library Journal, Winter 1999 issue.

Reference Manuals:

Internet Strategies for the Paralegal in New York: Reference Manual.
Institute for Paralegal Education, Eau Claire, WI, 1999. Wrote Chapters IV - VI.

Internet Strategies for the Paralegal in South Carolina: Reference Manual. Institute for Paralegal Education, Eau Claire, WI, 1999. Wrote Chapter IV.

Internet Strategies for the Paralegal in New York: Reference Manual.
Institute for Paralegal Education, Eau Claire, WI, 1998. Wrote Chapters IV - VI.

Newsletter Articles:

"Participation in LLAGNY Can Change Your Life!" Law Lines p. 15, Spring, 2004.

"Why Can't I Post a Message to the LLAGNY Listserv? Possible Reasons for Rejected Messages." Law Lines p.14, March/April, 1998.

"How to Find a Needle in a Haystack: Searching for Internet Resources Online." Access pp.4-7, October, 1995.

"Navigating the Internet Maze: Library Books Can Help You Stay on Course." Access pp.4-5, May, 1995.

Oral Presentations

Speaker at "Internet Strategies for the Paralegal in New York," a CLE course offered by the Institute for Paralegal Education, Hempstead, NY, 11/18/99.

Speaker at "Internet Strategies for the Paralegal in New York," a CLE course offered by the Institute for Paralegal Education, Plainview, NY, 11/5/98.

Speaker on "Automating a Small [Law] Practice" at the Queens County Bar Association's Continuing Legal Education Program, "Starting a Law Practice," 11/12/96.

Presented CUNY School of Law faculty forum on "Researching Federal and State Legislation on the Internet," 3/26/96.

Education

Pratt Institute, Brooklyn, New York

M.S.L.I.S. May, 1993

Honors: Certificate of Excellence for Outstanding Merit in Information and Library Science 1993
LLAGNY Scholarship 1992
Bogardus Scholarship 1992

Brooklyn Law School, Brooklyn, New York

J.D. June, 1993

Previous Positions

Slavitt, Connery and Vardamis, Norwalk, Connecticut

Summer Associate 6/92-8/92

Performed legal research, drafted interrogatories, and prepared legal memoranda.

Brooklyn Law School Library, Brooklyn, New York

Summer Library Intern 6/91-8/91

Assisted legal researchers in finding relevant statutory and case law materials through hard-copy and online sources.
Performed varied tasks in the reference, circulation, and technical services departments.

Nonlegal Background

Employment

Ferguson Library, Stamford, Connecticut

Library Assistant 7/88-7/90

Waldenbooks Corporate Headquarters, Stamford, Connecticut

Store Services Representative 3/87-6/88

Westport Public Library, Westport, Connecticut

Circulation Clerk 7/86-3/87 (full-time), 6/81-7/86 (part-time)

Westport Public Library, Westport, Connecticut

Page, Adult Services 9/77-8/79

Education

University of Bridgeport, Bridgeport, Connecticut

B.S. magna cum laude in Music Education, 1984

Honors: Presser Scholarship for the outstanding senior music student 1983
 Dean's List all semesters