

SUZANNE DARROW-KLEINHAUS

(631) 761-7116 sdk54@aol.com

ADMISSIONS

New York State, U.S. District Court for the Eastern District of New York, U.S. District Court for the Southern District of New York.

TEACHING EXPERIENCE

Touro College Jacob D. Fuchsberg Law Center, Central Islip, NY
Director of Academic Development and Bar Programs /
Professor of Law August 2003 – Present

Assistant Professor of Legal Methods August 2000
Adjunct Professor August 1999 - May 2000

Faculty Member, BarBri January 2002 – July 2002

Polytechnic University, NY 1992 - 1994
Adjunct Faculty, Humanities Department

OTHER RELEVANT EXPERIENCE

Solomon Richman Greenberg, Lake Success, NY
Associate March 1998-August 2000

Bennett X-Ray Technologies, Copiague, NY 1990 - 1996
Regulatory Affairs Correspondent, Technical Writer

The Wheatley Group, Ltd., Melville, NY 1989 - 1990
Senior Technical Writer

Hadax Electronics, Inc., Hackensack, NJ 1984 - 1988
Technical Writer

EDUCATION

Touro College Jacob D. Fuchsberg Law Center, NY
Juris Doctor, *Summa Cum Laude*, January 1998
Class Rank: Second in Class; GPA: 3.85
Honors: Dean's List (Fall 1994, Fall & Spring 1995, Fall & Spring 1996, Fall 1997)
Awards: Oral Advocate
Academic Excellence Awards: Legal Methods II, Pre-Trial Litigation, Employment Discrimination Law, Business Organizations I, Property II, Racism and the Law, Labor Law, Criminal Procedure, Professional Responsibility, Civil Practice Clinic, Jewish Law.
West Publishing Company Award for Outstanding Scholastic Achievement.
Activities: Teaching and Research Assistant, Professor Deborah Post (1995 – 1997).

Hofstra University, Hempstead, NY
Bachelor of Arts in History, *Summa Cum Laude*, GPA: 3.9
Graduate work in history through Master's Thesis: GPA: 4.0
Honors: Dean's List: All semesters; Phi Beta Kappa, Phi Alpha Theta, and Dean's Scholar.
Activities: Graduate Research and Teaching Assistant, History Department.

TEACHING EXPERIENCE

Touro College Jacob D. Fuchsberg Law Center, Central Islip, NY

Professor of Law, Director of Academic Development and Bar Programs

August 2013 – Present

In addition to those identified below, the following bar preparation responsibilities have been added:

- Design and implement strategies, programs, and courses to prepare students for the bar exam.
- Work with faculty to prepare for the UBE: develop “Table of Issues” for every issue tested on the Multistate Essay Examination (“MEE”) since 2005 by subject and provide to each faculty member teaching an MEE topic, allowing faculty to gain familiarity with MEE coverage and modify course coverage where necessary.
- Work with members of the administration and faculty to evaluate curricular and academic standards to improve bar passage.
- Develop and implement learning outcomes, exercises, assessment instruments, and grading rubrics to meet Touro’s strategic goals and ABA accreditation requirements.
- Hold faculty assessment workshops: assist faculty in learning to use released bar exam questions to create law school assessments to accommodate a range of teaching objectives.
- Hold faculty workshops to train the “trainers” to become bar counselors: share bar prep materials and explain how to work with students to prepare for the MBE and MEE.
- Implement the Multistate Performance Test (“MPT”) across the curriculum from the first to the final semester of law school: at the end of LP II as the capstone skills assessment of the first year and in doctrinal classes to ensure that students acquire the skills necessary for success in practice and on the bar exam.
- Select, train, and oversee the in-house and adjunct bar-tutoring faculty for Touro’s bar tutoring program.
- Arrange with NCBE to use released MEEs and MPTs for classroom assessment; enter into licensing agreement with NCBE for MEEs and MPTs when used for bar prep.
- Develop and implement 1L Assessments for individual and institutional assessment; objective is assessment of basic analytical skills --- the ability to read and analyze a case, synthesize the rule of law from that case, and apply that rule to solve a legal problem. Results shared with Academic Policy Committee for consideration of student retention.
- Collaborate with commercial bar review programs to develop, implement, and teach for-credit bar prep courses.
- Develop and implement in-house bar prep courses; assure uniformity across sections by setting a common syllabus.
- Assist with the collection and analysis of data related to bar exam outcomes.

Director of Academic Development and Professor of Law

August 2003 – Present

Responsibilities:

- Teach Enhanced sections of Contracts II for students in academic jeopardy where skills are integrated into the core curriculum.
- Teach a bar-preparation course for graduating students that takes an integrative, problem-based approach and provides an opportunity for students to refine their mastery of substantive law and practice their analytical skills in the context of bar exam questions.
- Select, train and supervise teaching assistants for the 1L Teaching Assistant Program (through 2013).
- 1L students: conduct skills workshops focusing on the transition to law school and the development of specific law school skills, including case reading and briefing, note taking, outlining, case synthesis, essay writing and exam taking. Create and distribute appropriate materials such as sample briefs, excerpts from outlines, hypotheticals and sample answers.
- 2L students (fall 2001, 2002, 2003, 2005): conduct weekly small section workshops focusing on developing analytical and writing skills within the context of Business Organizations, a second year required course. Create hypothetical questions related to the course materials for use in teaching writing and analytical skills. Students are required to write answers and are provided with individualized feedback.
- Conceive of and implement learning methodologies to assist in the development of students’ analytical and writing skills, for example: Forensic IRAC, IRAC Diagramming.
- Create teaching and assessment materials for the Academic Development Program and doctrinal faculty.
- Provide one-on-one tutorials to students seeking academic assistance.
- Conduct bar-preparation workshops for graduating students and re-takers:
 - *Bar Exam Essay Writing:* conduct fall and spring semester workshops for graduating students on how to read, analyze, outline, and write effective essay answers.

- *Multistate Performance Test (“MPT”)*: conduct fall and spring semester workshops for graduating students with the emphasis on developing time management skills, identifying and practice the various types of tasks tested on the MPT, organizing the materials in the files and libraries, outlining, and executing the required task.
- Provide one-on-one tutoring to students at-risk for bar passage in a comprehensive summer program.
- Orientation: teach Note-taking, Case reading and Briefing, and Solving a Problem Like a Lawyer which includes a hypothetical and sample answer. The objective is to take the student through the entire learning cycle, from how taking notes in class and reading and synthesizing the law from cases is used to resolve a legal problem and then write an answer using the structure of legal analysis.
- Advise students on advanced writing requirement projects.

Courses Taught:

- Contracts I and II; Sales.
- Legal Foundations; Legal Process I and II.
- Bar exam preparation courses covering all components of the bar exam: MBE, MEE, and MPT.

Assistant Professor of Legal Methods

August 2000 - August 2003

Adjunct Professor

August 1999 - May 2000

Responsibilities:

- Teach legal writing to first year students, developing legal research, analysis and writing skills through the preparation of an office memorandum of law, appellate brief and delivery of oral argument.
- Provide individual tutorials by meeting with students on a one-to-one basis to discuss academic issues, including study methods, class preparation, outlining and exam writing skills. Meet with both day and evening students.
- Conduct academic workshops focusing on the development of legal reasoning and writing skills for students at all levels of study.

Polytechnic University, Farmingdale NY

1992 - 1994

Taught a 15-week upper-level course in Basic Report Writing, covering all aspects of business and technical writing.

ADDITIONAL ACADEMIC SUPPORT ACTIVITIES

Touro’s Summer Bar Preparation Program

2006 - Present

Provide one-on-one tutoring for students at risk for passing the bar exam during the bar review period from May to July. Program expanded to include preparation for February ba

Individual Bar Exam Tutor

1998 - Present

Provide individualized preparation for each component of the bar exam. Assess and address individual strengths and weaknesses in doctrine and exam-taking skills.

BarBri Lecturer

January 2002 - June 2002

- Prepared and delivered lectures on the Multistate Professional Test (MPT for both the February, 2002 and July, 2002 New York State Bar Exam.
- Prepared and delivered lectures on essay writing for the July, 2002 New Jersey and Connecticut bar exams.

MPT Lecture at CUNY Law School

April, 2002

PUBLICATIONS

Books:

- A SHORT AND HAPPY GUIDE TO THE MULTISTATE ESSAY EXAMINATION, co-authored with Irene McDermott Crisci, West, 2019.
- THE BAR EXAM IN A NUTSHELL, 3d Edition, West, May, 2016.
- ACING THE BAR EXAM. 2d Edition, West, June, 2016.
- MAPPING CONTRACTS: CASES AND CONCEPTS, co-authored with Sidney Kwestel, West Academic, January, 2015.

- THE NEW YORK BAR EXAM BY THE ISSUE, Co-authors, Myra E. Berman and John C. Cooney, Thomson West, January, 2012.
- ACING CONTRACTS, Thomson West, April, 2010.
- MASTERING THE LAW SCHOOL EXAM. Thomson West, 2007.

Law Review Articles:

- *A Reply to the National Conference of Bar Examiners: More Talk, No Answers, so Keep on Shopping*, Ohio Northern University Law Review, Vol. 44, Issue 2 (2018).
- *Developing Professional Identity through Reflective Practice*, 28 Touro L. Rev.4, (2012).
- *A Response to the SALT Statement on the Bar Exam*, Journal of Legal Education, Volume 54, Number 3 (September, 2004).
- *Incorporating Bar Pass Strategies into Routine Teaching Practices*, 37 Gonz. L. Rev. 17, (2002).
- *The Talmudic Rule Against Self-Incrimination and the American Exclusionary Rule: A Societal Prohibition versus an Affirmative Individual Right*, 21 N.Y.L. Sch. J. Intl. & Comp. L. 205 (2002).
- *Good Faith: Balancing the Right to Manage and the Right to Represent*, Lab. L. J. (2001).
- *Medtronic v. Lohr: For Want of a Word, the Patient Was Almost Lost*, Food Drug L. J. Volume 53 Number 2, (1998). Cited in footnote 6 in *Haidak v. Collagen Corp.*, 67 F. Supp. 2d 21 (D. Mass 1999).

Articles:

- *UBE Shopping: An Unintended Consequence of Portability?* (Mar. 30, 2016), <http://ssrn.com/abstract=2756520>; New York State Bar Association Journal, July/August 2016, at 46.
NCBE response to *UBE Shopping*:
Judith A. Gundersen, *It's All Relative --- MEE and MPT Grading, That Is*, THE BAR EXAMINER, June 2016.
Mark A. Albanese, *The Testing Column Let The Games Begin: Jurisdiction-Shopping For the Shopaholics (Good Luck With That)* THE BAR EXAMINER, Sept. 2016, at 50.
Mark A. Albanese, *The Testing Column Essay and MPT Grading: Does Spread Really Matter?* THE BAR EXAMINER, Dec. 2016.
- *Testing the UBE: Portable But Inaccurate Bar Exam Scores*, Law360, New York (July 26, 2016), <https://www.law360.com/articles/806049/testing-the-ube-portable-but-inaccurate-bar-exam-scores>.
- *"A Comparison of the New York Bar Exam and the Proposed Uniform Bar Exam,"* with Mary Campbell Gallagher, New York State Bar Association Journal, February 2015.
- *"How to Ace the Bar Exam,"* National Jurist, January, 2015, at D2. <http://www.nxtbook.com/nxtbooks/cypress/nationaljurist0115/#/28>
- *"It's Not Only a Writing Problem,"* The Learning Curve, Newsletter from the AALS section on Academic Support, Winter 2012.
- *Developing a Student's "Thought Monitor,"* The Law Teacher Volume XIV, Number 1, Institute for Law School Teaching, Fall 2006.
- *Teaching IRAC to First Year Students*, The Learning Curve, Newsletter from the AALS section on Academic Support, Spring 2006.
- *Dissecting Problem Areas with Answering Multiple-Choice Questions*, The Learning Curve, Newsletter from the AALS section on Academic Support, Fall 2005.
- *How I Compete with "the Donald" and Teach Them to Write: the Forensic IRAC*, The Law Teacher Volume Xiii, Number 1, Institute for Law School Teaching, Fall 2005.

- *A Response to Criticism of the Bar Exam*, The Bar Examiner, Volume 74, Number 2, May 2005.
- *Why I Teach*, The Law Teacher Volume X, Number 1, Institute for Law School Teaching, Fall 2002.

CONTRIBUTIONS TO BOOKS

- *Developing a Student's "Thought Monitor"*, in Hess, Friedland, Schwartz, Sparrow, TECHNIQUES FOR TEACHING LAW 2 (2012).
- *Response to the Society of American Law Teachers Statement on the Bar Exam*, in Pearce, Capra, and Green, PROFESSIONAL RESPONSIBILITY, A CONTEMPORARY APPROACH, (Interactive Casebook Series) (2011).
- *Using Forensic IRAC to Teach Students to Write*, in Hess, Friedland, Schwartz, Sparrow, TECHNIQUES FOR TEACHING LAW 2 (2011).
- *Why I Teach*, in Hess, Friedland, Schwartz, Sparrow, TECHNIQUES FOR TEACHING LAW 2 (2011).

FORTHCOMING BOOKS

ACING CONTRACTS, 2nd Edition. West Academic.

ACING SALES, co-author Sidney Kwestel, West Academic.

MAPPING THE LAW: CASES AND CONCEPTS. *Mapping Property*. Co-authors Rena Sepowitz and Sidney Kwestel [second in the Mapping Series to cover all first year subjects]

PRESENTATIONS

- LEAP Summer Orientation, Learning Law from Multiple-Choice Questions, July 11, 2018.
- Black Law Students Association ("BLSA"), "Finals Review Week: Contracts Review through Multiple-Choice Questions," December, 2016.
- Multistate Performance Test ("MPT") Workshops for 1L Legal Process II classes; invited by LP faculty to provide workshops to prepare students for end of semester MPT simulation.
- AASE, Fourth Annual National Conference, May, 2016, "Integrating Assessments into the Curriculum using Bar Exam Questions." Co-presented with Irene Crisci.
- Black Law Students Association ("BLSA"), Exam Preparation Workshops, Fall 2012 – 2016.
- University of Louisville, Brandeis School of Law, September, 2015 on Integrating Bar Exam Questions into the Curriculum. Designed presentation specifically for students preparing for the Kentucky Bar Exam.
- Touro Adjunct Faculty dinner, August 2016, "Preparing for the Uniform Bar Exam: What We Are Doing to Prepare our Faculty and Students."
- LSAC Workshop on June 12 – 14, 2008 at the University of Maryland School of Law in Baltimore, MD for new Academic Assistance faculty and administrators. Presentation: Taking Multiple-Choice Exams.
- Speaker at the March Program for the Suffolk County Women's Bar Association on March 18 as part of its program for Women's History Month. Presentation: Women Making History.
- Presented with Myra Berman at the Northeast Academic Support Workshop on November 18, 2006. Presentation: IRAC Diagraming.
- Law School Orientation Presentation: Developing Legal Skills for Success in Law School. A PowerPoint presentation providing an introduction to the skills required for the study of law, explaining the law school

experience, and providing an approach for mastering the material.

- Academic Skills Workshops for IL Students: [every academic year]
 - Case Reading and Briefing
 - The Outlining Process
 - Exam Taking/Writing Essays/Multiple-choice Questions
- Bar Exam Workshops for First Time Takers; Workshops for Re-Takers [every academic year]
 - Essay writing for the New York Bar Exam; Essay writing for the MEE
 - Taking the Multistate Performance Test
 - Answering Multistate Questions

PROFESSIONAL AND COMMUNITY SERVICE

Member of the AALS Committee on Academic Support

Member of AASE: Association of Academic Support Educators

Member of Sub-Committees on Bar Exam: NCBE and Bar Review Vendors

Drafted a Letter to NCBE in Response to Changes Starting with the February 2017 MBE Exam Instrument regarding reduction to 175 live questions.

Considering steps to take regarding NCBE and transparency.

Reviewing pricing and contracts for bar review providers in order to negotiate on behalf of our students.

Member of the AALS Sub-Committee on the Bar Exam

Created in January 2008 and charged with addressing the role of the Academic Support section in bar passage initiatives.

Drafted a Statement to the ABA regarding proposed Interpretation of Paragraph 301-6.

Member of the New York State Bar Association

Member of the American Bar Association

Mentoring Partnership of Long Island, Hauppauge, NY (2006, 2007)

Mentored sixth to eighth grade students at the Alverta B. Gray Schultz Middle School in Hempstead.

Students are also members of the school's Law Club and participate in mock trials where mentors are judges and jurors.

SUZANNE DARROW-KLEINHAUS
OTHER RELEVANT EXPERIENCE

Addendum 2

Solomon Richman Greenberg, Lake Success, NY

Associate

March 1998-August 2000

Public Sector Labor Law: Drafted employee grievances and improper practices pursuant to the terms of collective bargaining agreements, PERB, and OCB regulations. Initiated Article 78 proceedings. Represented employees at disciplinary hearings, Section 75 termination proceedings, and arbitrations. Prepared witnesses and drafted questions for direct examination for mediations and interest arbitrations. Wrote letter briefs, post-hearing briefs and memoranda of law.

Commercial, Employment and Family Law: Drafted pleadings, motions, and memoranda of law. Attended court conferences, argued motions, as well as engaged in settlement discussions and four-way conferences. Prepared witnesses for depositions. Represented management clients in EEOC charges and claims of Title VII violations, as well as drafted relevant pleadings, motions, and memoranda of law.

Research Project: Prepared comparability study of the collective bargaining agreements for the police and firefighters unions over a 20-year period for the 38 cities, towns, and villages that comprise Westchester County for a compulsory interest arbitration. It resulted in an award effectively breaking a 20-year pay pattern for the City of White Plains Police Department.

Bennett X-ray Technologies, Copiague, NY

1990 - 1996

Regulatory Affairs Correspondent, Technical Writer

Oversaw all regulatory reporting requirements to the FDA for this \$43 million medical device manufacturer, including drafting and filing Annual Reports, device listings, 510(k) Premarket Notifications, Initial Reports and Report Supplements. Completed regulatory portion of due diligence reports for review by corporate executives and outside counsel. Researched and wrote protocols for clinical trials of new products. Monitored Investigative Review Board studies for the clinical use of investigational medical devices. Coordinated company's ISO certification, including writing the quality manual, working with the QA manager in implementing quality procedures, and directing company management in meeting and maintaining compliance with certification requirements. Wrote and maintained operator guides and service manuals for equipment. Worked with engineers, service technicians, and production personnel in the preparation of all system documentation. Wrote technical articles for trade publications, as well as marketing materials, press releases, product brochures, and product data sheets.

The Wheatley Group, Ltd., Melville, NY

1989 - 1990

Senior Technical Writer

Wrote company's Five-Year Business Plan, annual President's Report, and training manual on Implementation Procedures. Wrote user manuals, operation guides, and educational and support materials for product and casualty insurance software systems. Responded to Requests for Information and Requests for Proposals. Wrote copy for video scripts, sales materials, product brochures, and advertisements.

Hadax Electronics, Inc., Hackensack, NJ

1984 - 1988

Technical Writer

Drafted sales proposals, solicitations, and contracts for commercial, municipal and governmental agencies. Wrote brochures, technical data sheets, and sales materials. Planned and implemented marketing programs. Coordinated direct mailings and product promotions. Wrote and maintained user documentation for data communications equipment. *Specific projects included:* Instruction Manual for a network patching system for Tinker Air Force Base, system documentation for a network control and restoral system for the San Francisco Bay Rapid Transit System and an operator's manual for a monitoring system for Bell Canada.