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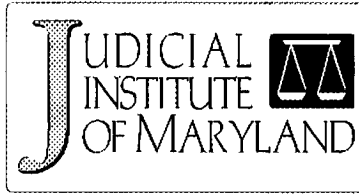
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Executive Director
Judiciary Training Center
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Annapolis, MD 21401
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June 17, 2004

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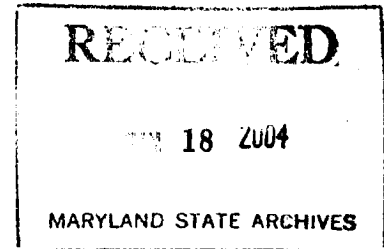
Dear Faculty :

Thank you very much for agreeing to serve on the faculty of the Judicial Institute program *Maryland Legal History* which is scheduled for Wednesday, September 22, from 9:00 a.m. to 4:00 p.m

The Board of Directors recognizes that many personal sacrifices are made when carrying out this commitment and would like to share with you some materials that will help you prepare for your program.

A Judicial Institute video and an *Instructor's Guide* are enclosed for faculty who have not served recently as a Judicial Institute instructor or coordinator.

The video was developed for the purpose of providing instructors with information that will guide them through the planning process and enhance their effectiveness as a teacher. The *Instructor's Guide* contains material on adult learning principles, participatory exercises and addresses gender/racial issues. It replaces any previously issued edition that you may already have and has been updated to include pointers on how to prepare a power point presentation, plan a video production, and utilize the wireless responder system.



Faculty
Page Two
June 17, 2004

The wireless responder system enables participants to respond anonymously to instructor's questions with the use of individual keypads. It allows participants to answer yes/no, true/false, and multiple-choice test questions from a remote device. Responses are instantaneously recorded and converted into graphs and/or charts for the participants to view on a screen.

If you have an interest in reserving the responder system for your program, please contact our office directly. Judicial Institute courses are often taught on the same day; therefore, reservations for this equipment will be accepted on a first-come first-serve basis.

The Board of Directors has adopted a policy that all Judicial Institute instructors who will require technical assistance for their presentations meet with a media developer in person at the Judiciary Training Center 2 to 3 weeks in advance of their program. This will provide the instructors and media developers with the opportunity to conduct a practice presentation with the equipment and review any last minute concerns. Please contact Ellen DeChant at 410-946-4902 for your technical needs. She can assist you by setting up an appointment with a media developer or answering media related questions.

As an additional service to Judicial Institute faculty, references and/or articles related to your topic are enclosed. The material is provided as an additional resource that you may wish to use.

A copyright permission form is included in the *Instructor's Guide*. The Board of Directors encourages you to use the form whenever you seek to reproduce copyrighted material for distribution, and to limit your written course materials to information that is relevant and useful to judges.

The Board requests that your written materials be produced in an electronic format so that they may be made available to other judges on Intra-net, CourtNet. We also ask that you forward the names and addresses of course instructors who have been added to the faculty. We will furnish them, as needed, with copies of the enclosed training materials and advise them on how to obtain administrative support from this office. **Should you recruit additional judge instructors, please advise them to contact their respective administrative judge and assignment office so that they may be notified of their expected absence on the day of the program.**

We ask that all instructors review and return the enclosed permission form that grants a license to the Institute to use materials prepared for the Judicial Institute. A current roster of the persons who have enrolled in your program is also enclosed. In a few weeks, an updated class list of registrants will be provided as well as additional information regarding your program agenda, written materials, room set-up, and audio-visual equipment.

Faculty
Page Three
June 17, 2004

In the interim, should you need any assistance with your planning needs, please let me know.

Sincerely,

A handwritten signature in black ink, appearing to read "Fred", written in a cursive style.

Frederick C. Williams
Executive Director

Enclosures

MARYLAND LEGAL HISTORY, September 22, 2004

Hon. William H. Adkins III, District Court, Talbot County
Hon. Thomas J. Bollinger, Sr., Circuit Court, Baltimore County
Hon. Melissa P. Bright, Orphan's Court, Wicomico County
Hon. Victor K. Butanis, District Court, Harford County
Hon. Charles E. Foos III, retired, District Court, Baltimore County
Hon. Glenn T. Harrell Jr., Court of Appeals
Hon. Wanda Keyes Heard, Circuit Court, Baltimore City
Hon. Stephen P. Johnson, District Court, Montgomery County
Hon. Graydon S. McKee III, Circuit Court, Prince George's County
Hon. C. Philip Nichols, Circuit Court, Prince George's County
Hon. Theresa A. Nolan, retired, Circuit Court, Prince George's County
Hon. S. Michael Pincus, Circuit Court, Montgomery County
Hon. Mary Ellen T. Rinehardt, retired, District Court, Baltimore City
Hon. J. Frederick Sharer, Court of Special Appeals
Hon. Thomas P. Smith, Circuit Court, Prince George's County
Hon. Robert J. Steinberg, District Court, Baltimore County
Hon. Lloyd O. Whitehead, District Court, Wicomico County
Hon. Frederick C. Wright III, Circuit Court, Washington County



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THE UNDERSIGNED FACULTY MEMBER grants to the Maryland Judicial Institute a license to use materials prepared by the undersigned for the Judicial Institute, in this and any future Judicial Institute program, including making the materials available to judges upon their request. The undersigned recognizes that the Maryland Public Information Act (Maryland Code, § 10-611 et seq. of the State Government Article) may be applicable to the materials and that the Judicial Institute may be required to make them available to other persons for inspection and copying pursuant to that Act.

Class name (please print)

Name (please print)

Date

Phone Number

Signature



Robert C. Murphy
Courts of Appeal Building
361 Rowe Boulevard
Annapolis, MD 21401

Phone: 410-260-1430
Fax: 410-974-2063
Email: mdlaw.library@courts.state.
md.us

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Maryland State Law Library

Maryland Legal History:

Storm Clouds & Conflict, the Legal
History of Maryland from 1851-1868

For Further Information

Bondage, Bias and the Bench: An Historical Analysis of Maryland Court of Appeals Cases Involving Blacks, 1830-1860. Joseph E. Windham. Ann Arbor, MI: UMI, 1991.

A brief survey of the life of Roger Brooke Taney: address. Alexander Armstrong, 41 Report of the Annual Meeting of the Maryland State Bar Association 122 (1936).

The Court of Appeals in Maryland: A History. Carroll T. Bond. Baltimore: Barton-Gillet, 1928.

Debates and Proceedings of the Maryland Reform Convention to Revise the State Constitution. Maryland Constitutional Convention. Annapolis, MD: W. M'Neir, Official Printer, 1851.

The Debates of the Constitutional Convention of the State of Maryland, April 27, 1864: Being a Full and Complete Report of the Debates and Proceedings of the Convention. William Blair Lord, reporter and Henry M. Parkhurst, assistant. Annapolis, MD: Printed by R.P. Bayly, 1864.

Debates of the Maryland Constitutional Convention of 1867 (as reprinted from articles reported in the Baltimore Sun). Compiled by Philip B. Perlman. Baltimore, MD: Hepbron & Haydon, 1923.

Former chief judges of the Maryland Court of Appeals. James McSherry, 9 Report of the Annual Meeting of the Maryland State Bar Association 104 (1904).

Life of Roger Brooke Taney: Chief Justice of the United States Supreme Court. Bernard C. Steiner. Westport, CT: Greenwood Press, 1970.

The Maryland Constitution of 1851. James Warner Harry. Baltimore, MD: Johns Hopkins Press, 1902.

The Maryland Constitution of 1864. William Starr Myers. Baltimore, MD: Johns Hopkins Press, 1901.

Maryland Constitutional Law. Alfred S. Niles. Baltimore, MD: Hepbron & Haydon, 1915.

Maryland in Law and History. Edward S. Delaplaine. New York: Vantage Press, 1964.

Oliver Miller, Judge, Maryland Court of Appeals, 1867-1893: address. W. Irvine Cross, 30
Report of the Annual Meeting of the Maryland State Bar Association 93 (1925).

Proceedings of the State Convention of Maryland to Frame a New Constitution.
Commenced at Annapolis, April 27, 1864. Maryland Constitutional Convention. Annapolis,
MD: Richard P. Bayly, 1864.

Proceedings of the State Convention of Maryland, to Frame a New Constitution,
Commenced at Annapolis, May 8, 1867. Annapolis, MD: G. Colton, printer, 1867.

Robert B. Taney. Carl Brent Swisher. New York: Macmillan, 1936.

Speech of Judge Chambers, on Judicial Tenure, in the Maryland Convention, April, 1851.
Ezekiel F. Chambers. Baltimore, MD: Printed by J. Murphy & Co., 1851.

State Constitutionalism in Maryland. Michael Carlton Tolley. 1991.

Without Fear or Favor: A Biography of Chief Justice Roger Brooke Taney. Walker Lewis.
Boston: Houghton Mifflin, 1965.