

*Standing Committee on
Professionalism*



*Project
Manual*

Standing Committee on Professionalism 2005-2006 Subcommittee Assignments

Professionalism Award

Michael Napoleone, Chair
Tim Harrington
Mary Hoelle
Jaime Girgenti
Lucie McAllister
Ruth Kinsolving
Gary Lesser
Bruce Weihe
Darrell Payne

Hoever Judicial Award

Stephanie Williams, Chair
Kathleen McLeroy
Judge E. Lamar Battles
Andrew Berman
Jeanette Hausler
Thomas Hornsby
Scott Norberg
Roberto Vargas
Rachelle Munson

Faculty Award

Jim Edwards, Chair
Errol Powell
Mary Ellen Murphy Borja
Patricia Dodson
David Fonvielle
Katie Lee Dearing
Kevin O'Connor
George Waas
Mike Cohen

Student Essay Contest

Jim Earp, Chair
Liz Francis
Judge William Berger
Bernard L. Egozi
Dalia Garcia
Judge David Gersten
Keith Rizzardi
Nancy Silva

Master's Seminar

Jim Thaler, Chair
Estrella Gonzalez
Ben Reiss
Ted Leopold
Mike Stafford
Mike Faehner
Karin Moore
Lyrisa Barnett Lidsky
Andrea White

Professionalism Works!

Judge Charles Greene, Chair
Robert Fiore
Judge Jim McCune
Maria E. DiBlasio
Roberta Flowers
Judith Karp
Harriet Roberts
Gail Sasnett
Maria Santoro

Long Range Steering Committee

Ross Goodman
Michael Josephs
Kat Silvergate
Larry Schatzman

History of the Standing Committee on Professionalism

- 1989 Commission on Professionalism created by Rut Liles. Bar committee to review status of lawyer professionalism, determine whether a deterioration had occurred, determine causes and make recommendations.
- Retreat on Professionalism held in July. It appeared a committee, chaired by Louie Adcock, was created. Wording is unclear as to same... *The creation by the Florida Bar Commission on Lawyer Professionalism, chaired by Louie Adcock, and this retreat illustrate the Bar's interest in focusing on the issue of professionalism.*
- 1991 Committee on Lawyer Professionalism, chaired by Thomas Emerson Scott, Jr. Brief report given. No projects or activities.
- 1993 Professionalism Award: Clearwater Bar Association, Project: Mentoring
- 1994 Professionalism Committee chaired by Judge William Hoeveler. Official start of Standing Committee. Professionalism Award presented; program for first year law students; handbooks given to law students.
Professionalism Award: Florida Council of the Inns of Court, Project: Inns of Court
- 1995 Professionalism Committee chaired by Judge John Luzzo. Ethics School, guidelines for professional conduct and the historical video series added as projects.
Professionalism Award: Orange County Bar Association, Project
Professionalism Committee
- 1996 Professionalism Committee chaired by Justice Harry Lee Anstead. CLE seminars and plans for creation of Center for Professionalism added.
Professionalism Award: Hillsborough County Bar Association, Project: Standards of Professional Courtesy
- 1997 Professionalism Committee chaired by Henry Bachara. Establishment of Center and Commission.
Professionalism Award: Palm Beach County Bar Association, Project: Professionalism Council
- 1998 Professionalism Committee chaired by Sheldon Schlessinger. Master's seminar at annual meeting added as annual event of committee.
Award winners:
Faculty Award: Anthony Alfieri, University of Miami School of Law
Professionalism Award: Jacksonville Bar Association, Project: Increasing Professionalism within the Circuit

- 1999 Professionalism Committee chaired by Chris Searcy. Mentor Subcommittee added.
Award winners:
Faculty Award: Richard Matazar, University of Florida College of Law
Professionalism Award: Hillsborough Association of Women Lawyers, Project: Annual Diversity Luncheon and Continuing Education Program
- 2000 Professionalism Committee chaired by Claudia Isom. New projects subcommittee formed and Student Essay Contest added.
Masters Seminar: Easier Said than Done: Seeking a Higher Ground
Award winners:
Faculty Award: Robert Atkinson, Florida State University College of Law
Student Essay Contest: Sean Ravenel, Stetson College of Law
Professionalism Award: Shared: University of Miami Law Center & Dade County Bar Association, Project: Professionalism in the Community
Hoeveler Judicial Award: Judge Wm. M. Hoeveler
- 2001 Professionalism Committee chaired by Michael Josephs. Bench/bar subcommittee (Partnership in Professionalism) formed.
Masters Seminar: The Good, The Bad, & The Ugly, Attorneys in Film
Award winners:
Faculty Award: Donald Lively, Florida Coastal School of Law
Student Essay Contest: Stephen C. Morgan, Stetson College of Law
Professionalism Award: Hernando County Bar Association, Citrus County Bar Association, Project: Hernando-Citrus Inn of Court
Hoeveler Judicial Award: Justice Major B. Harding
- 2002 Professionalism Committee chaired by Michael Josephs. Focus on revising mentor program and e-mentoring. “Many Hats” presentation done at each law school. Law school faculty award undertaken as Committee project (formerly Commission project).
Masters Seminar: The Good, The Bad, & The Ugly, Part II
Award winners:
Faculty Award: Rebecca Morgan, Stetson University College of Law
Student Essay Contest: Kimberly Rothenberg, University of Florida College of Law
Professionalism Award: Young Lawyers Section of the Orange County Bar Association,
Project: Afternoon in the Courthouse
Hoeveler Judicial Award: Judge Wm Terrell Hodges
- 2003 Professionalism Committee chaired by Katherine Silverglate. Major focus on e-mentoring and obtaining mentors. Special “Chair’s Choice” award presented to Ed Zebersky for acts of professionalism.
Masters Seminar: Wilke Ferguson Tribute, Mentoring with “Many Hats”
Award winners:
Faculty Award: Ruth Stone, Florida State University College of Law
Student Essay Contest: Jason Hawkins, University of Florida College of Law

Professionalism Award: George Edgecomb Bar Association, Project: Sligh
Middle School
Hoeverler Judicial Award: Justice Barbara Pariente

2004 Professionalism Committee chaired by Robert Fiore. New initiatives include
“Professionalism Works” to identify and highlight those who have had success through
acts of professionalism.

Award winners:

Professionalism Award: Stetson’s Center for Excellence in Advocacy and Elder Law

Hoeverler Award: Judge Durand Adams

Faculty Award: Professor Roberta Flowers of Stetson

Student Essay Contest: Melissa Martin, Barry University, for Essay “The Way it
Should Be”

Masters Seminar: Professionalism for Peace of Mind and Profit

Professionalism Award Timeline

Date	What?	Who is Responsible?
August 15	Award promotion/applications sought	Center
Sept. (General Mtg.)	Project committee breakout groups to identify and contact potential applicants	Project Chair
December 10	Deadline for all submissions	Bar associations/entities
December 15	Copies of submissions, summaries mailed to all project members; Memo included with all pertinent dates	Center
December 20	Verify all applications are received, arrange conference call prior to December 31	Center
December	Conference call	Project chair/members Center
Jan (Mid-year Mtg.)	Award recipient recommendation to Standing Committee	Project Chair
March 1	Letter to winner/non-winners	Drafted by Center for Standing Committee Chair signature
May 15	Select & order trophy	Center
June 1	Order Judicial Luncheon ticket for winner	Center
	Order award check from F&A	Center
June 10	Prepare speaker notes and send to presenter (Justice Cantero)	Center
June 15	Pack award for travel	Center
June (Annual Mtg.)	Presentation of Award at Annual Mtg.	Commission Chair

THE FLORIDA BAR PROFESSIONALISM AWARD

GUIDELINES

The Florida Bar, through the Professionalism Committee, is seeking applications for the Professionalism Award for bar association, judicial organization, or law school projects aimed at enhancing professionalism among lawyers.

A cash award in the amount of \$1,000 will be presented at the Annual Meeting of The Florida Bar. The funds for the award are available through The Florida Bar.

i) Eligibility.

Federal, state, and local bar associations; voluntary bar associations; inns of court; judicial organizations; and law school organizations, associations, etc. are eligible for the award.

ii) Judging.

The entries will be reviewed under the direction of The Florida Bar Professionalism Committee.

iii) Criteria for Evaluation.

- (1) Overall quality of the program.
- (2) The program may be replicated by other interested groups.
- (3) Likelihood of continuation of the program.
- (4) Substantive strength of the program in the area of professionalism.
- (5) Success of the program.
- (6) Number of attorneys directly and indirectly involved or affected.
- (7) Uniqueness, creativity, or other distinguishing and/or particularly meritorious features of the program.

iv) Application Procedures.

- (1) All entrants must submit an original and eight copies of the completed project information form, including attachments.
- (2) Applications must be typewritten.

- (3) Up to four (4) additional sheets (excluding the narrative summary) may be attached should more room be needed to respond to questions on the application.
- (4) All award entries MUST BE RECEIVED on or before December 10, 2003. All entries should be addressed to:

Center for Professionalism
The Florida Bar
651 E. Jefferson St.
Tallahassee, Florida 32399-2300
- (5) All entries, including exhibits, become the property of The Florida Bar and will not be returned.
- (6) The award will be presented at the Annual Meeting of The Florida Bar in June.
- (7) Questions regarding the award should be directed to <cfp@flabar.org>, or by phone (850)561-5747.

THE FLORIDA BAR PROFESSIONALISM AWARD

APPLICATION

Name of Organization

Address

Telephone

Description of Organization
(Optional)

Contact Person

Title

Project/Program Title

- v) Project Description. Please provide a full description of your project. Please specify the nature and use of any materials submitted as exhibits accompanying this application.

vii) Professionalism. How does this project help enhance professionalism among lawyers?

viii) Checking all that apply, is this project:

- (1) A new project this year?
- (2) Continuing from prior year(s)?
- (3) To be continued in subsequent year(s)?

ix) Suggestions/Recommendations. What suggestions or recommendations would you offer to others who might undertake a project similar to this one?

6. Please submit (attached to the completed application) a narrative summary of the program. The summary should be not less than one page but not more than three pages long. The summary may be published in future editions of The Florida Bar News.

Hoeverler Judicial Award Timeline

Date	What?	Who is Responsible?
August 9	Nomination form and other information posted on Professionalism Website.	Center
Sept. (General mtg)	Project committee determines methods to promote award and solicit nominations	Project Chair
December 1	Deadline for all nominations	Bar Associations /Inn of Courts to submit nominations
December 12	Copies of submissions mailed to all subcommittee members	Center
	Follow-up email to make sure Materials were received by each Subcommittee member; Conference call arranged	Center
December 20	Conference call to select winner	Subcommittee Chair
Jan (Mid-year)	Award Recipient Recommendation to Standing Committee	Subcommittee Chair
March 1	Letter to winner, drafted for Commission Chair (Justice Cantero) signature	Center
May 15	Order Trophy	Center
June 1	Order Judicial luncheon ticket for winner	Center
June 10	Send speaker notes of history of project and bio of winner to Commission Chair	Center
June 15	Pack award for travel	Center
June (Annual mtg.)	Award Presentation	Commission Chair

William M. Hoeveler Judicial Award

Nomination Form

Name of Nominee: _____

Location: _____

Nominee's Qualifications: (attach additional sheets if necessary)

(1) How long has the nominee been a member of the judiciary?

(2) List nominee's judicial experience:

**MISSION STATEMENT OF THE SUPREME COURT'S
COMMISSION ON PROFESSIONALISM**

*To promote the fundamental ideals and values of the justice system,
and to instill those ideals of character, competence and commitment in all
those persons serving therein.*

I. List any non-judicial activities the candidate has been involved in:

II. List all judicial activities the candidate has been involved in:

III. What involvement has the applicant had with the professionalism center or other similarly situated professional committee in his/her local community?

IV. State a particular project that the applicant has been involved in related to professionalism.

V. Other Comments:

Please note that the Committee may inquire further about the candidate if necessary.

Submitted by: _____

Signature: _____ Date: _____

Faculty Award Timeline

Date	What?	Who is responsible?
Sept. 1	Letter to Deans drafted with deadline for nominations for December 1	Center
Sept (General mtg.)	Project committee determines other methods for obtaining nominations	Project chair
Nov. 15	Contact any law school deans who have not submitted a nomination	Center to notify Project chair with info
Dec. 1	Deadline for all nominations	Law school deans
Dec. 7	Send nominations and back-up materials to project members.	Center
First week in January	Conference call	Project Chair Project Members Center coordinates
Jan. (Mid-Year)	Recommendation of winner presented to Standing Committee	Project Chair
April 15	Order award; Contact Executive Offices to have presentation on agenda at Judicial Luncheon	Center
June 1	Write presenters notes and forward to Commission Chair (Justice Cantero) for presentation at Judicial Luncheon	Center
June 15	Pack award for travel	Center
June (Annual mtg)	Award presented	Commission Chair
July 1	Contact Bar News and Communications Dept. to announce winner	Center

Student Essay Contest Timeline

Date	What?	Who is Responsible?
July 29	Letter to Deans requesting liaison	(Draft by Center) Project Chair signature
Sept. 2	Telephone follow-up with law school deans as needed	Center
Sept. (General mtg.)	Project committee determines ways to promote contest and increase participation	Project chair & members
Sept 30	Mail out letter to liaisons with promotion poster	Center
Jan. (Mid year)	Report on progress	Project chair
Feb. 15	Deadline	Law School representatives
March 1	Essays copied/mailed to project members	Center
Mach 8	Follow-up email to project members Re: Receipt of essays	Center
April 11	Winner Selected	Subcommittee chair/members (call in choice to Center)
May 2	Request Traveling Trophy from previous winner	Center
June (Annual Mtg.)	Recommend winner to Standing Committee	Project Chair
July 1	Letters to winner/non-winner	Standing Committee Chair (Drafted by Center)

August 1	Check ordered, trophy engraved	Center
Mid to late August	Arrangements with Justice's office for presentation of award	Center
	Notify full Commission & Committee of when award will be presented; make luncheon arrangements	Center

Criteria for Student Essay Contest

- C Essay must deal specifically and primarily with professionalism. May secondarily deal with ethics or substantive law.
- C Essay must not exceed 10 typewritten pages, double-spaced in reasonable 12 pt. font, and conform to the Uniform System of Citation.
- C Essay must have a thesis statement clearly identifying an issue, problem, or opportunity and must propose clear, concrete solutions and action steps.
- C Essay will also be judged on:
 - inspirational caliber of theme;
 - concise, vibrant writing style;
 - thematic unity and clear organization;
 - smooth transitions.
- C Consider creating a point system to measure each defined category named above.

Master's Seminar on Professionalism Timeline

Date	What?	Who is Responsible?
Sept. (General Mtg)	Project committee meets to discuss program options	Project chair
Oct. 15	Conference call to finalize program and select / ask facilitator and lead participants	Center Project chair & members
Nov. 15	Facilitator confirmed; lead participants confirmed	Project members
Nov. 30	Bios obtained for all key players	Center
January (Mid year)	Program presented to Standing Committee for approval	Project chair
February 15	Equipment needs determined	Center
March 15	Program promotion begins	Project chair & members
May 1	Program materials sent to faculty	Center
May 15	Conference call	Center Project chair & members
June (Annual Mtg)	Program presented	

Professionalism Works!

In June of 2004 during the Annual Meeting of The Florida Bar, Edward Zebersky was presented with a Chair's Choice Professionalism Award during the Standing Committee's meeting. This award was presented because of Mr. Zebersky's outstanding display of selflessness and professionalism in the case of Loren Hinton. It was determined that there are often acts of professionalism that go unrecognized, and that perhaps this committee should seek to capture these acts and seek ways to publicize the good that lawyers do every day. In addition, those that act in a professional manner are those who are successful. Judge Suarez was highlighted in the spring issue of The Professional as someone who shows Professionalism Works!

This project committee is charged with establishing a way to continually seek out both individuals and examples of situations to exemplify Professionalism Works! The Center for Professionalism publishes a quarterly newsletter, and it is the intention to have names, stories, etc. for inclusion in each issue. The Center will also work with the editor of the Bar News to see if further promotion can be done on those exceptional cases.

The deadline for submission to the Center is by the 15th of each month as follows:

Fall issue	-	September
Winter issue	-	December
Spring issue	-	March
Summer issue	-	June

It is hoped the Center will have a pool of information to draw from, and that this project committee will be given the task of selecting what to include.