

Alena L. Wolotira, J.D., M.L.I.S.

University of Washington School of Law
William H. Gates Hall Box 353025
Seattle, WA 98115
alenaw@uw.edu | 206.685.4812

EDUCATION

UNIVERSITY OF WASHINGTON INFORMATION SCHOOL

Master's Degree in Library and Information Science, 2011
Special Certificate in Law Librarianship

GONZAGA UNIVERSITY SCHOOL OF LAW

Juris Doctor, 2010

UNIVERSITY OF WASHINGTON COLLEGE OF ARTS & SCIENCES

Bachelor of Arts Degree in Spanish and History, 2007

EXPERIENCE

UNIVERSITY OF WASHINGTON SCHOOL OF LAW

CURRENT POSITION & RANKS

Associate Law Library Director & Assistant Teaching Professor.....Sept. 2024-present

Responsible for the daily operations of the Law Library. Supervises both Research and Instructional Services (RIS) and Collection Resource and Information Management (CRIM) departments head librarians. Provides strategic and administrative guidance related to law library personnel, collections, users, programming, services, and the library facility. Advises the Associate Dean with the development of library policies and services, assessing those policies and services, recommending allocation of resources, and supervising and evaluating personnel under their administrative supervision. Also assists the Associate Dean with budgeting, hiring, and strategic planning for the future growth and development of the Law Library. Assumes overall responsibility for the Law Library in the absence of the Associate Dean for Information and Technology. Collaborates with the Associate Dean and the Head of RIS to design and teach credit-bearing advanced legal research courses. 50% primary appointment as law librarian, 50% appointment as Assistant Teaching Professor.

PROFESSIONAL ACTIVITIES, TEACHING & SERVICE

TEACHING EXPERIENCE

Assistant Teaching Professor.....Sept. 2024-present
50% faculty appointment with a half-time teaching load.

Courses Offered:

Spring 2025 LAW E 586, Low Bono Legal Research (3 credits, with Maya Swanes)

Fall, 2024 LAW B 597, Journal Seminar (1 credit, online and asynchronous with Lauren Sancken)

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Lecturer.....March 2022-June 2024

Courses Offered:

Spring, 2022 LAW B 599, Low Bono Legal Research (3 credits, with Maya Swanes)
Spring, 2023 LAW B 599, Low Bono Legal Research (3 credits, with Maya Swanes)
Winter, 2024 LIS 593, Law Teaching Practicum (1 credit, instructor of record Carla Wale)
Winter, 2024 LAW A 599, Legal Research Methods (3 credits, online and asynchronous)
Spring, 2024 LAW E 586, Low Bono Legal Research (3 credits, with Maya Swanes)

UW LAW HIRING & APPOINTMENTS COMMITTEES

UW Law Empirical Research Law Librarian Search, Chair (Winter 2025)
UW Law Faculty Appointments Committee (2022-2024)
UW Law Associate Teaching Professor and Associate Dean of Information & Technology, Co-Chair (Spring 2023)
UW Law Collection Development Manager Librarian Search, Co-Chair (November 2022-January 2023)
UW Law Director of Finance Search Committee (Spring 2020)
UW Law Director of HR Search Committee (Fall 2019)
Law Library Access Services Technician II Search Committee, Chair (Summer 2018)
UW Law Facilities Coordinator Search Committee (Spring 2018)
Law Library Technical Services Technician II Search Committee (Fall 2017)
Law Library Student and Intern Hiring Manager (Spring 2016-2021)
UW Law Gallagher Law Library Circulation Supervisor Search Committee, Chair (Fall 2017)
UW Law Gallagher Law Library Research Services Librarian Search Committee, Member (Spring 2017)
UW Law Gallagher Law Library Technical Services Technician Search Committee, Member (Fall 2016)
UW Law Gallagher Law Library Reference Librarian Search Committee, Member (2015)
Law Library Reference Librarians Search Committee, Member (Fall 2012)

OTHER UW LAW COMMITTEES

UW Law Curriculum Committee, Member (September 2024-present)
UW Law Student Development Ecosystem Committee (July 2024-present)
UW Law Student-Law Library Advisory Board, Director (September 2021-June 2023)
UW Law Curriculum Committee, Member (September 2021-June 2022)
UW Law Staff Council, Chair (2021-2022)
UW Law Staff Recognition Working Group (June 2021-June 2022)
UW Law Back to Workplace COVID-19 Prevention Taskforce, Member (June 2020-July 2021)
UW Law Staff Council, Chair Elect (2020-2021)
UW Law COVID-19 Remote Work Wellness Committee (Spring 2020)
UW Law Internal Communications Committee, Member (2018-2019)
UW Law JED Law Student Suicide Prevention and Mental Health Support Committee, Member (Spring 2018)
UW Law Organizational Chart Committee, Member (2014-2015)

FACULTY SENATE COMMITTEE SERVICE, ASSOCIATED LIBRARIANS OF UW

UW Faculty Senate Committee on Faculty Affairs, ALUW *ex officio* Member (September 2022-present)
UW Faculty Senate Committee on Facilities and Services, ALUW *ex officio* (voting) Member (2018-2021)

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UW LIBRARIES & UW LAW LIBRARY COMMITTEES

UW Librarian and Professional Staff Union Inaugural Collective Bargaining Committee Law Librarian Representative (November 2022-March 2023)
UW Libraries Controlled Digital Lending Planning Committee, Member (July 2020-August 2022)
UW Libraries C2-Libraries Steering Committee, Member (Spring 2016-Fall 2022)
UW Libraries COVID-19 Remote Operations Preparation Taskforce, Member (March 2020)
UW Law Staff Council Formation Workgroup, Member (2019)
UW Libraries Safety Support Team Formation Committee (now called LibCARES), Member (2018)
UW Libraries Access Services Committee, Member (July 2017-June 2018), Co-Chair (June 2018-June 2020), Member (June 2020-June 2023)
UW Libraries Security Committee, Member (Spring 2017-Spring 2023)
Law Library Reference Area Construction Project, Manager (2015)
Law Library Ex Libris Implementation Taskforce (2013-2015)
UW Libraries Primo Operations Group (2013-2015)
UW Libraries Primo Communications Taskforce (2013-2014)
UW Law Gallagher Law Library Collection Shift & Construction Project, Manager (2012-2013)

AWARDS

Washington Law Review Richard O. Kummert Award for Outstanding Service (Spring 2021)
Thomas H. Reynolds & Arturo A. Flores FCIL-SIS Publications Award, for *Multinational Sources Compared* (2018)
RIPS-SIS Publication Award, for *Multinational Sources Compared* (2018)

PROFESSIONAL DEVELOPMENT

American Association of Law Librarians Teaching the Teachers Bootcamp, Participant (June 2023)
UW Libraries Fall 2021 Copyright Seminar, Participant (Fall 2021)
American Association of Law Librarians Leadership Academy, participant (April 2021)

PROMOTION HISTORY

Part-Time Temporary Law Librarian (2011-2012)
Full-Time Temporary Law Librarian (2012-2014)
Assistant Law Librarian (2014-2015)
Senior Assistant Law Librarian (2015-2018)
Associate Law Librarian (2018-2022)
Law Librarian (2022-present)
Assistant Teaching Professor (2024-present)

OTHER EMPLOYMENT

Current Index to Legal Periodicals, Editor Indexer (June 2022-present)

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PREVIOUS POSITIONS

UNIV. OF WASHINGTON SCHOOL OF LAW M.G. GALLAGHER LAW LIBRARY

Head of Research & Instructional Services.....July 2022- Sept. 2024

Managed all aspects of the reference work performed by law library staff and interns, ensuring high-quality reference and research services to all users. Directed overall research and instructional services for faculty. Managed all UW Law faculty requests for research, instruction, and training. Oversaw marketing, training, and education of the UW Law community regarding law library services and programming. Handled communication with outside users and stakeholders about law library policies. Worked with UW Law students to offer law library programming and policies meet their safety, space, and research needs. Represented Law Library on UW Law and UW Library committees related to administration, safety, and library services. Collaborated with and provide leadership and direction to Research Services team to set departmental goals, start initiatives, and accomplish the core duties of the department in providing vital services to UW Law users according to ABA standards.

Head of Public Services.....August 2019-July 2022

Oversaw staff, operations, and policies of Public Services Department, which comprised reference librarians and the Reference Office, circulation staff and the Information Desk, the Resource Sharing Department, Course Reserves, and the law librarianship MLIS student internship. Oversaw all aspects of the law library facility and served as the law library's chief safety and security lead.

During COVID-19 remote operations, remotely supervised Public Services librarians, staff, interns, and student employees ensuring no meaningful pause in services to UW Law users. Oversaw textbook readings scanning service while pandemic supply chains were slow in getting physical books delivered to our students. Started a free "Copy & Scan" service for outside users to access limited scans of unique law library materials while the law library facility remained closed to non-law visitors.

Head of Circulation Services.....July 2017-July 2019

Supervised the staff, interns, and student employees of the Circulation Services Department. Planned, coordinated, and managed the operations of the Circulation Services Department, including print materials circulation, course reserves, stacks maintenance, displays, and use of the law library space. With other departments and Law Library Director, collaboratively developed law library policies and strategic plans. Responsible for all aspects of Circulation-related Alma functions including loan rules, patron registrations, fees, fines, hours, etc. Defined security and emergency procedures and managed security incidents. Oversaw use of the law library space for law library patrons and events. Maintained the library's LibGuides collection and website.

Executive Editor, Current Index to Legal Periodicals.....May 2015-November 2018

Oversaw the day-to-day operations of this weekly publication with 2,000 subscribers across the country, generating approximately \$100,000 of revenue for the law library per year. Audited journals indexed to determine their eligibility for inclusion in the *Current Index*. Interacted with subscribers and journal editors. Set publication and vacation schedules. Maintains the *Current Index* website content.

Bluebook Citation Editor, Journal of Legal Education.....January 2015-June 2016

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Quality control editor of all below the line citation and formatting of submissions accepted for publication in the *Journal of Legal Education*, which was published by UW Law during this time period.

Circulation Librarian.....*January 2016-June 2017*

Hired, trained, supervised, and evaluated student Circulation employees. Coordinated library responses to emergencies and security matters. Responded to UW School of Law faculty, staff, and student resource requests. Managed shelving and stacks maintenance for over 700,000 circulating materials. Revised and documented all student employee training, hiring, and evaluation procedures. Planned for new Circulation programs and projects. Promoted law library and services, including administering law library displays, maintaining webpages, and creating infographics. Served as the law library's webmaster.

Reference Librarian & Special Projects Manager.....*August 2011-December 2015*

Provided reference services to UW School of Law faculty, staff, and students as well as other UW library users and public visitors. Edited and created research guides and other law library website content. Occasionally provide in-class teaching sessions on legal research topics. From 2013 to 2015, served on the UW Libraries Primo Operations Group and Primo Communications Task Force, helping with a transition from III's Millennium and OCLC's WorldCat Local to Ex Libris Primo and Alma ILS, joining with 37 other Northwest Libraries to form the Orbis Cascade Alliance's consortial-wide ILS. From 2013 to 2014, led a year-long project involving the entire law library staff and six Graebel movers to re-envision the layout of the law library facility and shift nearly 500,000 law library volumes to accommodate a construction project removing 10,000 linear feet of shelving.

Editor, Current Index to Legal Periodicals.....*November 2011-April 2015*

Indexed over 1,000 issues of U.S. law journals per year. Worked with co-editors to and publication specialist to proof-read weekly issues.

PUBLICATIONS

ALENA WOLOTIRA & SHERRY LEYSEN, *MULTINATIONAL SOURCES COMPARED: A SUBJECT AND JURISDICTION INDEX* 3D ED. (Wm. S. Hein & Co. forthcoming 2025) (print book).

KYLE BROWN, KARA DUNN, MAYA SWANES & ALENA WOLOTIRA, *WASHINGTON LEGAL RESEARCHER'S DESKBOOK*, 4TH ED. (forthcoming 2025) (opensource ebook).

Sangeeta Pal, Cheryl Kelley Fischer & Alena Wolotira, [*Student Services and Engagement*](#), in [INTRODUCTION TO LAW LIBRARIANSHIP](#) (Cas Laskowski & Zanada Joyner, eds 2020).

Alena Wolotira & Sherry Leysen, *Multinational Sources Compared: A Subject and Jurisdiction Index*, HEINONLINE, <http://www.heinonline.org/HOL/Index?collection=mustcomp> (updated annually).

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ALENA WOLOTIRA & SHERRY LEYSEN, *MULTINATIONAL SOURCES COMPARED: A SUBJECT AND JURISDICTION INDEX* (Wm. S. Hein & Co. 2017) (print book).

Innovative Displays in Law Libraries, AALL SPECTRUM 17 (July 2013) (with Sherry Leysen).

Googling the Law: Apprising Students of the Benefits and Flaws of Google as a Legal Research Tool, 21 PERSPECTIVES 33 (Fall 2012).

From a Trickle to a Flood: A Case Study of the Current Index to Legal Periodicals to Examine the Swell of American Law Journals Published in the Last Fifty Years, 31 LEGAL REFERENCE SERVICES QUARTERLY 150 (April 2012).

PRESENTATIONS

Low Cost Legal Research Alternatives to Lexis and Westlaw, WSBA Solo and Small Practice Section, October 31, 2024 (with Maya Swanes, online).

Library School 101, Washington Library Association Panelist, May 2021 (online).

Updates in the 21st edition of The Bluebook: A Uniform System of Legal Citation, New Jersey Law Librarians Association, May 2021 Meeting (online).

From Statistics to Analytics: Strategies for Collecting and Analyzing Library Data, Western Pacific Chapter of American Association of Law Libraries, Annual Conference, October 11, 2019 (Spokane, WA).

Making the Case for Your Career: Creating Killer Cover Letters, Resumes, and LinkedIn Profiles, American Association of Law Libraries, Annual Meeting, July 19, 2015 (Philadelphia, PA).

Orbis Cascade Alliance Summit: A Library Management Service Model for the Future: The Reference Librarian's View, American Association of Law Libraries, Annual Meeting, July 15, 2014 (San Antonio, TX).

PROFESSIONAL ASSOCIATIONS

Washington State Bar Association, Inactive Member

American Association of Law Libraries, Member

Washington Library Association, Member

Law Librarians of Puget Sound, Member

Associated Librarians of the University of Washington, Member

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VOLUNTEER WORK

North Kitsap School District Instructional Materials Committee
Parent Representative (2025-present)

Kingston Citizens Advisory Council
Co-Chair (2022), Member at Large (2020-2021)

Kingston Citizens Transportation Committee
Chair (2021), Member (2020)

Kingston Ferry Advisory Committee
Chair (2021-present)

Washington State Ferries Advisory Committee Executive Council
Member (2021-2024)
Co-Chair (2024-present)

Law Librarians of Puget Sound
Webmaster & Membership Chair (2016-2018)
Programming Committee Co-Chair (2015-2016)

UW iSchool iStamp Mentoring Program
Mentor (2019-2021)

Northwest Justice Project
Librarian Volunteer (2020-2021)
