RESUME of Dr. LUCY M. MORAN, Esq.

833 Lenton Ave., Baltimore, MD. 21212
Email: moran.lucy33@gmail.com • Cell: (443) 812-5506

BACKGROUND – EDUCATION:

Ph.D. Applied Sociology and Social Justice (ASSJ). Morgan State U. **- in process**
Ph.D. Interdisciplinary: (Communications, Creative Writing). Morgan State U. May 2022
J.D. Law (magna cum laude). University of Baltimore. May 1999
Law Review: Associate Editor; 1st Prize: Nathan Burkan Essay Competition.
D.Sc. Program. Computer Science (**Smart User Interfaces**), George Washington U. 1985-91
Minor Fields: Education, Artificial Intelligence.
M.S. Computer Science (Software), The George Washington University. 1985
M.A. Latin American Studies (Dev. Econ., Anthro), Univ. of Wisc.-Madison. 1980
B.A. English, Creative Writing Emphasis, Grinnell College, Grinnell Iowa 1976
Extensive trainings in Mediation, Restorative Justice, and Re-Entry Facilitations. 2005-17

SELECTED RELEVANT EMPLOYMENT BACKGROUND

DOCTORAL COACHING FELLOW, 2019 – 2022. Morgan State Univ., School of Graduate Studies.
*Coached numerous MSU grad students through final rewrites/reformats of dissertation submittals.
* Quality Assurance (QA) review of "almost final" documents & remotely coaching candidates on meeting formal formatting protocols, fundamentals of organization, and wordsmithing their projects.

TECHNICAL WRITER/EDITOR, 2010 – 2017 (most recent FT employment). U.S. Dept. of Energy, Energy Information Administration (EIA), under Z Inc., federal contractor.
* Performed independent Quality Assurance (QA) review of hard copy and web site versions of the 222-page Monthly Energy Review (MER) in a collaborative team-oriented, deadline-driven environment. Edit for consistency and correctness in format and content, as well as for correctness and "reasonableness" of calculations and presentations of data in figure and table formats.
* Fact-checked and edited EIA's "State Energy Profiles" (an online EIA product), and drafted portions of documentation of MER-related procedures, practices, and use of software support tools.

TECHNICAL CONSULTANT/EDITOR/TRAINER (20 PLUS YEARS)
* Substantive editing and proofreading of dissertations, journal articles, academic publications, and creative works, as well as of contracts, resumes, and business correspondence. Development of concept paper for 3-year community minority leadership training program.
* Designed/drafted training manuals for 3 technical systems workshops, with practice exercises and glossary tailored to trainees for whom English was a 2nd or 3rd language, for a telecommunications firm providing complete telecommunications systems on the international market.

ADJUNCT PROFESSOR: Towson State University, COSC Dept., Towson, MD. 1995 – 1998.
* Supervised the teaching of a business case-study focused IS course; taught many IT courses, each including technical writing components.
* Served as part of team implementing new core skills into designated courses, skills including teamwork, practical problem solving, written and verbal communications.

COMPUTER SCIENCE INSTRUCTOR. WMC (now McDaniel College), Westminster MD. 1990 – 1994.
* Chaired the Affirmative Action/Equal Opportunity Committee for two years as elected faculty representative, serving as advocate and conducting training, when needed.
* Researched and developed special topics courses.
* Significantly modified Computer Skills courses to accommodate special needs students.

EMPLOYMENT BACKGROUND, LEGAL POSITIONS, 1999 – PRESENT:

*** DOCUMENT REVIEW ATTORNEY, FEB-MAR 2018.**
*** HEARING EXAMINER, Dec 2008 – June 2010.** State of Maryland, DLLR, Lower Appeals.
***** Conducted fact-finding hearings and wrote hundreds of legal decisions on unemployment matters.
CONTRACT ATTORNEY, Aug 2004 – April 2007. Kelly Law Services (Contract to USPS), Wash., DC.
* Document Review: Analyze and categorize evidence from the OPM, EEO, and IC files of hundreds of class members of a class action suit involving alleged discrimination on the basis of disability.
* Procedure and Forms Design, including protocols for organizing and developing individual cases.
*** NLRB FIELD ATTORNEY, Dec 2000 – Dec 2002.** Nat'l Labor Relations Board, Region 5, Balt., MD.
* Investigated, researched, and resolved charges of unfair labor practices (ULPs) under the NLRA, including taking witness affidavits (Spanish & English), and negotiating settlements.
* Researched legal questions regarding labor law, reviewed hearing transcripts and record evidence, served as Hearing Officer, and drafted decisions and orders for Regional Director's signature.
*** ATTORNEY ADVISOR TO ALJ MORSE, Aug 1999 – Oct 2000.** U.S. Dept. of Justice, EOIR, OCAHO.
* In USDOJ Attorney Honors Program, drafted and edited formal opinions and orders with respect to discrimination (based on national origin or citizenship status) cases, and co-authored journal article.
*** LAW CLERK**. Summarized legal research results for U.S. attorney-consultants to the governments of former Soviet Republics regarding business law [through IRIS project at UMCP].
*** UNPAID PRO BONO WORK:** Assisted with numerous VISA (Immigration) applications from 2005 to the present; Represented Spanish-speaking taxpayers in disputes with the IRS and reached favorable settlements; Provided brief legal advice to various clients facing foreclosure; Developed a church-based program to streamline the petitioning for criminal record expungement in Baltimore City.

BACKGROUND – SELECTED SCHOLARLY PUBLICATIONS:

Morse, The Honorable Marvin H. and Lucy M. Moran, Esq., *Troubling the Waters: Human Cargo*, 33 (1) J. MARITIME LAW 1 (January 2002).

Moran, Lucy M., *Intellectual Property Law Protection for Traditional and Sacred "Folklife Expressions,"* 6 U.B. INT. PROP. L.J. 99 (1998).

Hoffman, Lance and Lucy M. Moran, *Societal Vulnerability to Computer System Failures*, 5 COMPUTERS AND SECURITY 211 (Elsevier Science Publishers, 1986).

INTERESTS, AVOCATIONS, MEMBERSHIPS, and LANGUAGES

Literary Writing: Fiction, Poetry, Religious, Creative Nonfiction (CNF), and Essays.
Hebrew and Christian Scripture Studies.
Social and Community Dancing (National Dance Teachers of America Professional Member).
Amateur Singles and Doubles Tennis (United States Tennis Association).
Volunteer Mediator for MCRC in Howard County, Maryland.
Board of Directors Member, Partnership for Infinite Education (Charter language immersion school).

Legal Memberships:
Maryland Bar Association
MBA Alternative Dispute Resolution Section

Languages other than English:
Spanish (reading/writing fluency);
French (limited ability, lived in Paris 7 months as a *stagiare* developing online programming language (ADA) course for French citizens);
American Sign Language (beginning).
Beginning Irish/Gaelga

TUTORING (INCLUDING DOCTORAL STUDENTS THROUGH THEIR DISSERTATION PROCESS):

1) From high school years onward, used by teachers to peer tutor in areas including math skills, writing skills, time management, internet research, software use, overcoming learning disability writing challenges, and writing short academic essays and term papers.
2) Beginning with Computer Science doctoral program years, edited and/or tutored dozens of doctoral students through the dissertation production process (numerous foreign born, non-native English speakers), in areas including Engineering, Information Systems, Computer Science, Geography, Anthropology, Developmental Economics, Literature, Business, and Education.

ACADEMIC RESEARCH AND WRITING/WRITING SUPPORT:

1) Legal research and writing.

* As research assistant for human rights attorney-professor, conducted literature reviews and researched numerous topics related to a) Amazonian indigenous people's human rights violations, and b) human rights violations of women incarcerated in U.S. prisons;
* Served on Law Review as editor and writer for two years of law school; and a variety of other legal issues.

2)Computer Science (Software and Artificial Intelligence sub-area) research and writing:

* Conducted two experiments with human subjects, and subsequently co-authored two peer-reviewed scientific papers documenting the experimental design and results.
* Wrote and co-wrote a number of published technical academic papers, and one book chapter;
* Was selected as one of 16 doctoral candidates nationwide to co-conduct a half-day workshop based on an extensive companion workbook I developed for an ACM Annual Conference.

TEACHING/PRIVATE LESSONS EXPERIENCE IN DANCE, COMMUNICATIONS, & WRITING:

1) 29 years of teaching all aspects and levels of Social dance, both private lessons and group lessons in up to 80-person groups. Ages ranged from 8 to 87, and included after school teaching of teenagers. Developed written curriculum, and innovative teaching techniques, adapting lessons to persons of all types of disabilities, including hearing impaired, visually impaired, and one gentleman with a prosthetic leg. Designed and implemented Zoom-based classes in 2020.
2) Trained in the Orton-Gillingham method of tutoring reading, writing, & listening/speaking to persons ages 7+ with dyslexia and related disabilities. Taught middle school children in a summer intensive camp immersion program using the "Explode the Code" curriculum; developed a unique metaphor-based visual of the dyslexic brain appropriate for ages 10+ to help them better understand and manage their challenges in communication; created an interactive poetry (limericks) generator to facilitate creative expression writing.
3) Ten years total experience implementing technical and business writing components as required core skills in a variety of Computer Literacy (graduate, undergraduate, and high school students), Computer Science (undergraduates, all years), and Undergraduate information Systems courses. NOTE: I was a teaching assistant for 3 years in GWU's Engineering School, having full responsibility for Computer Literacy and Basic Computer Programming courses, where the large majority of my students were foreign born with English as a second language. Since they were engineers, the courses I taught were required to have technical writing (both d documentation and research writing skills) as one component – 20% of their grades.
4) For 3 years while attending Law School, served as an Adjunct Professor in Towson University's Business School, teaching a variety of Computer Skills and MS Office Suite Competencies to both majors and non-majors. University policy mandated these courses included building core competencies of team-building, project management, communication, and writing skills. I weaved poetry-writing with CAI assignments into every class I taught.
5) Served as a TA/tutor for Law School civil procedures course for 1st year law students to develop both specialized reading and writing skills unique to the legal discourse community arena.