

VICTORIA K. (TORY) TROTTA  
6330 N. 14th Street  
Phoenix Arizona 85014  
(602) 230-0134

Ross-Blakley Law Library  
Sandra Day O'Connor College of Law  
Arizona State University  
Tempe, Arizona 85287  
(602) 965- 2521  
E-mail: victoria.trotta@asu.edu

**EDUCATION:**

J.D. 1986            University of Southern California Law Center

M.L.S. 1976            University of California, Los Angeles  
Graduate School of Library and Information Science  
Specialization Certificate in Law Librarianship

B.A. 1973            Occidental College, Los Angeles, California.  
Major: English literature

**CERTIFICATION AND LICENSING:**

1987            Admitted to California Bar (Inactive status)

1983            American Association of Law Libraries, Law Librarian Certification

**CURRENT PROFESSIONAL EXPERIENCE:**

May 2010- present: Associate Dean for the Ross-Blakley Law Library.

Responsible for the Ross-Blakley Law Library. Responsible for collection development, budgetary planning and management, personnel recruitment, training and management, instruction in legal research. Oversight of federal depository library program in law library. 3 unit Advanced Legal Research course.

September 2002 to 2010: Associate Dean for Information Technology and the Ross-Blakley Law Library

Responsible for the oversight and planning of all aspects of the information technology systems for the Arizona State University College of Law. Responsible for the Ross-Blakley Law Library as detailed below. Oversight of federal depository library program in law library.

July 1999 – September 2002: Director of the Law Library and Associate Dean.

Responsible for collection development, budgetary planning and management, personnel recruitment, training and management, instruction in legal research. Formal Advanced Legal Research course.

January 1998 - June 1999: Interim Director, Ross-Blakley Law Library, Arizona State University.

Responsible for the day-to-day planning and operation of the law library. Major responsibilities include long-range planning and direction of personnel and budget, as well as management of the public services, technical services, collection development and computer services departments. Monitors all expenditure levels. Contributes to legal research instruction. Maintains direct communications with the College of Law Dean's Office. Represents the Law Library in University Library, campus, and national activities.

August 1996 to 1997: Associate Director and Head of Public Services, Ross-Blakley Law Library, Arizona State University (Librarian, with Continuing Appointment)

Responsible for the day-to-day operation of the law library. As Head of Public Services, directly supervises all public services functions including reference, circulation, government documents, computer services and collection development. Manages Lexis/Westlaw program. Participates in faculty liaison program and reference duties. Indirectly supervises Technical Services. Responsible for coordination of interdepartmental activities. Advises the Director on budget, personnel, collection development and long term planning issues. Supervises the Law Library in the Director's absence. Contributes to first year legal research program through lecturing and workshops. Major projects completed: budget developed, personnel review process revised; investigation analysis of technical services workflow in light of additional system automations; implementation of major automation subsystem; investigation and implementation of library multimedia classroom.

## **PAST PROFESSIONAL EXPERIENCE:**

June 1988 to June 1996: Law Librarian, Lewis and Roca LLP, Phoenix, Arizona

Director of law library for 124-attorney law firm located in two offices. Responsibilities included all phases of library operation and managing a staff of six. Law library contains approximately 50,000 volumes. Administered budget of approximately \$500,000. Completed special projects include: implementation of full service reference service to legal staff; cataloging of collection; reorganization and relocation to new law firm location in 1990; major contributions to firm-wide technology review and cost review committees; investigation and planned implementation of library automation and CD ROM technology.

February 1988 to June 1988: Reference Librarian, Maricopa County Law Library, Phoenix, Arizona.

Primary reference librarian for major county law library, serving the bench and bar.

December 1986 to January 1988: Assistant Director and Adjunct Assistant Professor of Law, University of Southern California Law Center Library

January 1985 to December 1986: Assistant Director, University of Southern California Law Center Library (Librarian III, with tenure)

Assisted Director with the general administration of the Library (e.g. budgeting process, book selection, collection development, creating and planning new services), and with teaching legal bibliography to first year law students. Responsible for the general administration of the Public Services Department (3 professional librarians, 2 library assistant supervisors, 1 secretary and student assistants). Operations involved: coordinating the Public Services functions of reference, circulation, interlibrary loan and computer assisted research systems, LEXIS, WESTLAW, DIALOG; introducing new and visiting faculty to the Library

and its services; acting liaison between faculty and library for reference needs.

Special projects included library space planning and assessment of automation needs.

June 1982 to December 1984: Head of Technical Services Department, University of Southern California Law Center Library (Librarian III, with tenure)

May 1978 to June 1982: Head of Technical Services Department, University of Southern California Law Center Library (Librarian II)

Responsible for supervision of all operations in the Library's Technical Services Department (2 professional librarians, 6 clerks, and 2.5 FTE student assistants). Operations involved: supervision of collection development, special projects, automated cataloging system, acquisitions, serials, government documents, loose-leaf filing, binding, stacks maintenance and production of a computer produced serials list.

April 1976 to April 1978: Acquisitions Librarian, University of Southern California Law Center Library (Librarian I)

Responsible for the supervision of Acquisitions functions and procedures (3.5 clerks and 1.5 FTE student assistants). Operations involved: book selection, government documents, gifts and exchanges, relations with publishers and dealers, bibliographic searching, processing of purchase orders, payment of bills and maintenance of record keeping, serials receipt and bindery, processing, loose-leaf filing, preparation of unit statistics.

## **PUBLICATIONS:**

### **Articles:**

"State specific legal research curricula" with B.DeFelice.  
28 *Legal Reference and Services Quarterly* 151 (2009)

"From the President"; Bimonthly columns in *AALL Spectrum*:  
September/October 2004 – July 2005

"Internet is Snaring Law Firms", *National Law Journal*. September 20, 1993, p.32.

"New Interactive Videos Can Enhance Continuing Legal Education Plans,"  
National Law Journal October 25, 1993, p. 34.

"Blueprint for Relocating the Law Firm Office" 29 Arizona Attorney (8) 17  
(April 1992).

"Information at Your Fingertips: Being Your Own Reference Librarian", 28  
Arizona Attorney (11) 12 (July 1992).

"Managing Workforce Diversity: A Challenge for the Next Decades", in  
Managing the Private Law Firm Library, 1992. Practicing Law  
Institute, 1992.

"Tournament of Lawyers: The Transformation of the Big Law Firm" (book  
review), 11 Legal Information Alert 12 (February 1992).

A Map Through the Maze: The Pathfinder is a Tool That Will Save You  
Time and Money@ 11 California Lawyer 50 (February 1991)

"Training and Development of Paraprofessional Staff," in Managing the  
Private Law Firm Library 1991, Practicing Law Institute, 1991.

"Using Pathfinders in a Law Firm Library Reference Program," in  
Managing the Private Law Library 1989, Practicing Law Institute,  
1989.

USC Law Center Emphasizes CALI in Media Center LAN (with T. Turley).  
4(1) the CALI Reporter 3 (1986).

### **Chapters:**

"Finding Arizona Legislative History", Chapter 3 in Arizona Legal  
Research Guide, Kathy Shimpock-Vieweg, General Editor. Hein  
and Co., 1992.

"Selected Secondary Sources for Arizona Legal Research", Chapter 9 in  
Arizona Legal Research Guide, Kathy Shimpock-Vieweg, General  
Editor. Hein and Co., 1992.

### **Bibliographies:**

“Selected Bibliography and Resources” – AALL W-3: Digitizing Government Information: How to Plan and Conduct a Project in Your Law Library” 6 p. [distributed in workshop materials].

Documentary Information Sources of Los Angeles County: a Classified and Annotated List. (Council of Planning Librarians Bibliography no. 1345), September 1977, 74 p.

Contributor to: International Trade Law Bibliography: Sources from the Pacific Basin and the Middle East not in the Collection of the USC Law Library/Compiled for the Academic Affairs Committee. (Asa V. Call Law Library Bibliography series no. 104), January 1981, 18 p.

### **ASU Library Publications:**

Research Guide pathfinders: Arizona Legislative History (with A. Ewing); Federal Case Law Materials; Federal Legislative History (with D. Larson-Bennett). (1997-98).

Services to Faculty Members; Services to Research Assistants (1998).

### **TEACHING AND PUBLIC SPEAKING 1983/84 - :**

Coordinator & Moderator	AALL Annual Meeting and Conference. 1 day workshop: Digitizing government information: How to plan and conduct A digitization project in your library. July 23, 2011. Philadelphia, PA
Guest Speaker	University of Arizona School of Library and Information Science, Law Librarianship class, Professor Mike Chiorazzi Each March , 2006- present
Speaker	College of Law, Alternate Careers in Law Panel. 2008, 2011.
Coordinator & Moderator	Nine State Virtual Government Information Conference: PACER, August 16, 2010
Speaker	AALS Annual Meeting. Workshop for Deans and Directors : Reconciling Core Values and the Bottom Line. January 6, 2010. San Francisco, CA

Speaker	AALL Annual Meeting July, 2009. "Federal Depository Libraries in the 21 <sup>st</sup> Century"
Coordinator & Moderator	Southwest Association of Law Libraries , Digitization Projects, Albuquerque NM, April, 2009)
Speaker	Arizona Association of Law Libraries: Service and Collection Challenges Facing Public Law Libraries, March 2009.
Speaker	SDOCL Career Services Panel on Alternative Careers In Law – February 15, 2008
Speaker	Represented AALL President to ABA Section on Legal Education and Admission to the Bar, Scottsdale AZ December 5, 2007
Convenor	South Mountain Magnet School – Law Library Presentation And activities October 2007
Instructor	Law class: International Law Research: Secondary sources; Legislative history (general and for treaties). Fall 2005
Speaker:	British Irish Association of Law Libraries, panelist: AALL Fair Business Practices Guide – a methodology. June, 2005, Edinburgh Scotland
Speaker:	Presentation: Impact of multi format collections on law library collections and services. In, Law Libraries, Licensing and Copyright: Moving Target or Sitting Duck. Joint Program of the AALS Committee on Libraries and Technology and Section on Law Libraries. January 5, 2002, New Orleans LA
Faculty:	Advanced Legal Research, 3 units, Spring Term 2001- Arizona State University College of Law.
Faculty:	Managing Hybrid Library Collections: a full day pre-conference. Workshop designed and presented to the joint meeting of the Southwest and Southeast Associations of Law Libraries (SEALL/SWALL) April 19, 2001, Atlanta GA.
Speaker:	Teaching Legal Research in Academic Law Libraries (TRIAL). One-day workshops: March 10, 1999 (Los Angeles, CA); March 17, 1999, (San Francisco, CA).

- Speaker: State Bar of Arizona, Construction Law Section: Internet Resources for Construction Lawyers. March 2, 1999.
- Panelist: Maricopa County Bar Association and Solutions Law CLE Program: Technology Boot Camp: Law in the Next Millennium. February 19, 1999.
- Author, Co-chair and Faculty: State Bar of Arizona Continuing Legal Education: Legal Research Over the Internet: A Hands on Workshop. Given monthly, 1998
- Faculty: State Bar of Arizona Continuing Legal Education: Advanced Techniques: Legal Research Over the Internet. November 13, 1998.
- Faculty and Council Member: Teaching Research In Academic Law Libraries (TRIAL). Faculty presentations: Developing Meaningful Exercises Using Adult Learning Theories and Marketing Your Services. 2-day workshop. July 1998, Anaheim, CA.
- Presenter: Legal Research Using the Internet: Exploring Your Options. Half-day workshop For the Arizona Board of Regents Legal Affairs Council March 19, 1998. ASU
- Presenter: Legal Research Over the Internet: What, Why, How and When. Motorola Paralegals, Worldwide conference. December 9, 1997
- Presenter: The Internet and the Law. National Federation of Professional Paralegals September 11, 1997, Scottsdale AZ.
- Co-Chair and Faculty: State Bar Continuing Legal Education. Course: Legal Research over the Internet. Full day March 27, 1997; half-day versions given June 18 (Tucson) and June 20 (Phoenix). This course proved so successful we developed a half-day, hands on advanced legal research over the Internet offering to begin January 1998.
- Co-Chair and Faculty: State Bar Continuing Legal Education. Course: The Wired



Practice Today - Practicing Online and On Disk. March 6, 1997

- Faculty: Arizona Association of Law Libraries Advanced Legal Research Institute. Introduction to Legislative History Federal and State: Background, strategies and use. February 25, 1997.
- Faculty: Institute on Continuing Education. Going Online Seminar for Paralegals. Federal Information Resources on the Internet. February 14, 1997.
- Faculty: Professional Education Systems, Inc. Internet Information for Paralegals. January 25, 1997.
- Instructor: University of Arizona Graduate School of Library Science. Course: Special Librarianship. 1994
- Conference Council: Westfield's Conference on Teaching Research in Private Law Libraries. Inaugural Conference, April 1990. Conference Sponsored by MeadData Central. Developer and Coordinator: "Joint Ventures: Law Schools and Law Firms".
- Faculty: MeadData Central TRIPLL Conference. Teaching Legal Research in Private Law Libraries, 1993, 1996.
- Faculty: Maricopa County Bar Association CLE Program: "Smart Research for the 90's", October 5, 1995. Topics: Maintaining Ethical Billing and Selecting a Format for Research Resources.
- Faculty: Jumpstart: From Law School to Your First Summer Job. Arizona Association of Law Libraries and Arizona State University College of Law. 1999 topic: Legal Research Over the Internet. 1998 Topic: Research Strategies. April 12, 1997 Topics: Search Strategies and Being Your Own Reference Librarian: View from the Field. March 26, 1996 Topic: Being Your Own Reference Librarian: View from the

Field. April 1, 1995 Topic: Economics of Legal Research on the Job.

- Faculty: Phoenix Area Association of Law Libraries 7th and 8<sup>th</sup> Institutes of Legal Bibliography, 1993, 1994. Topic: Arizona Legislative History.
- Speaker: State Bar of Arizona CLE Program: Law Firm Economics 202. May 8, 1992. Topic: Blueprint for the Law Firm Library - The High Cost of Information.
- Speaker: American Association of Law Libraries 1990 Annual Convention, June 18, 1990. Panelist: "Bridging the Gap Between Town and Gown: How Firm Libraries and Academic Libraries Can Help Each Other".
- Lecturer: "Legal Bibliography and Legal Research" for the Arizona Paralegal Association. 1990, 1991. (Preparation for paralegal certification examination.)
- Faculty: Managing the Private Law Library, 1989, 1991. Practicing Law Institute. October 16-17, 1989, Los Angeles, California. Topic: Using Pathfinders in a Law Firm Reference Program. May 1991, San Francisco, California. Topic: Training and Development of Paraprofessional Staff.
- Program developer and faculty: Research Resources for Legal Professionals, Arizona Institute of Continuing Legal Education. February 10, 1989. Phoenix, Arizona. Topic: Information Databases.
- Speaker: SWALL Annual Meeting, April 1989. Topic: The Reference Interview.

#### **PROFESSIONAL ACTIVITIES 1985 - :**

- Executive Board Legal Information Preservation Alliance, 2010-
- Chair Arizona Depository Library Council 2010-2011

Member	Nine State Virtual Government Information Conference. August 12-13; August 16-17, 2010.
Member	AALL Special AALLNET Strategic Planning Committee 2009-2011.
Chair	AALL ALLNET Committee 2008-2009
Member	Federal Depository Library Council . Appointed by U.S. Public Printer 2007 – 2010
Chair	Local Arrangements Committee, Southwest Association of Law Libraries Annual Meeting, April 2008, Tempe Arizona.
President:	American Association of Law Libraries Vice President/President Elect 2003-04; President 2004-05; Past President 2005-06
Coordinator	AALL Education Summit – October 2005
Panel Member	Institute of Museum and Library Services 2005-2006 National Study: The Future of Law Librarians in the Workplace. Law Library Panel. Co-author White Paper.
Co-chair	Southwest Association of Law Libraries (SWALL) Local Arrangements Committee, 2007 Annual Meeting.
Chair	American Association of Law Libraries Annual Meeting Program Committee, 2001-2002.
Member:	American Association of Law Libraries Professional Development Committee, 2001-3
Member	American Association of Law Libraries Annual Meeting Program Committee, 2000-2001.
Member	Association of American Law Schools. Committee on Libraries and Technology, 1999-2002.
Member	Superior Court of Maricopa County E-Courtroom Committee, 2000-2001.
Member	Arizona On Line - State Bar of Arizona Web Page Committee 1999-2002.

Chair Academic Law Libraries Special Interest Section, American Association of Law Libraries 1998-2001 (Chair 1999-2000).

Member American Association of Law Libraries Special Interest Section Council of Chairs, 1999-2000.

Chair: American Association of Law Libraries Task Force on the Future of AALLNET, 1999.

Chair: American Association of Law Libraries. Awards Committee 1997-98

Member: American Association of Law Libraries, Executive Board, 1994-1997. Association Strategic Planning Committee Chair, 1996-97

Member: AALL Blue Ribbon Task Force on the Value of Law Libraries in the Information Age, 1995-1996

Member: AALL Task Force on the Internet, 1993

Member: AALL Special Committee on Mentoring 1993-94

Chair: Private Law Libraries Special Interest Section of the American Association of Law Libraries, 1992-93

Committee Member: American Association of Law Libraries Committees including: Nominations (Chair: 1990-91); Advisory Committee on the Indexing of Periodical Literature (Chair: 1988-89); Education Committee; Relations with Publishers and Dealers; AALL Program Committee 1983; AALL Annual Meeting Local Arrangements 1984.

Executive Board: Phoenix Area Association of Law Libraries Executive Board 1988-89

Editor-in-Chief: PAALL News 1988-90. Advertising Editor 1990-91

Cub Reporter Maricopa Lawyer (Newspaper of the Maricopa County Bar Association), 1988-89.

## **MEMBERSHIPS:**

American Association of Law Libraries  
American Association of Law Libraries, Academic Law Librarians SIS  
American Bar Association, Section on Legal Education  
Arizona Association of Law Libraries  
Association of American Law Schools  
Southwestern Association of Law Libraries  
State Bar of California

## **OTHER PROFESSIONAL ACTIVITIES:**

Consultant: Syracuse College of Law 2010- 2011 (Library for new building)

Member, Arizona Federal Documents Depository Council, 2001-  
Chair, 2010-2011

Delegate: Arizona Library Convocation (Law Library Task Force).  
Sponsored by Arizona Department of Library, Archives and  
Public Records. Sierra Vista, AZ. February 26-27, 1999.

Consultant and  
Search  
Committee: Arizona Department of Library, Records and Archives State  
Law Library Collection Development and Recruitment for  
State Law Librarian 1997-1998

Advisory Board: Superior Court of Maricopa County Arizona, Law Library  
Committee 1994-1995; 1999-2001

Advisory Board: WESTLAW, 1989-91. Westlaw Academic Advisory Board,  
2010-2013

## **UNIVERSITY SERVICE:**

Faculty Advisor Moot Court Executive Board, 2010- present

Administrator College of Law Dean's 1L Seminar Series 2010-2011

Member: College of Law Awards Committee 2011

Marshall: College of Law representative ASU Graduation Fall and Spring, 2008-2010

Member College of Law Strategic Planning : Space Planning, 2009

Senator: University Senate 2000 - present.

Member: University Continuing Appointment and Promotion Review Committee, 2007 – 2008

Member Academic Senate, Committee on Committees (elected) 2006- [Chair 2007-2010]; co-chair 2010-11

Member University Task Force to re-engineer Academic Professional University level review processes 2006

Member: University Committee on Academic Professional Status (elected), 2002-2005

Member: ECURE Conference Committee. ASU electronic records, archiving conference 1999, 2000, 2001

Member: University Continuing Appointment and Promotion Review Committee, 2000 - 2002

Member: Arizona University Library Council - Deans and Directors Group. Coordinated University response to UCITA in the Arizona Legislature, 2001.

Board Member: ASU Faculty Women's Association, 1998-99.

Committee  
Member: ASU College of Law Web Page Committee 1999-; Chair, 2000

Committee  
Member: University Libraries Public Access Catalog Committee 1997-1998

**HONORS:**

Arizona Association of Law Libraries Distinguished Service Award 1997-98

