



## 2004 SEAALL INSTITUTE -- THE BASICS OF NEGOTIATING

Thursday, March 25, 2004

**Speaker: Professor John G. Douglass  
University of Richmond School of Law**

Why does a law librarian need to know the basics of negotiating? Think about those times when your budget was not increased as much as you felt was necessary. Think about those times when the library staff was downsized, even though the workload continued at the same level, or even increased. How might you have been able to reach your library's goals more effectively? Professor John Douglass defines negotiation as the resolution of disputes through voluntary agreement among parties. Negotiation is often viewed as a "bargaining" process, but it involves a great deal more than the mere process of one party "bidding" against another. Join Professor Douglass and hear more about the three basic steps in principled negotiation: (1) identify interests; (2) generate options; and (3) choose options based on reason.

Professor Douglass presented a shorter version of his negotiation workshop to the Virginia Association of Law Librarians in 2002. Here are some VALL members' comments about the program. "I entered the negotiation seminar with the expectation of a dull, dry lecture. Instead, I found a professor who entered my mind and drew me into a conversation he was having with the entire room," wrote Robert L Davis of the Prince William County Circuit Court Library. Victoria W. Levy of McGuireWoods LLP explained, "I know that Professor Douglass is also a mediator, and it shows: in his style of speaking without sounding didactic, projecting the issues to listeners, and engaging the audience so everyone understands the importance of communications (verbal or not) in a negotiation setting." Past SEAALL President Terry Long of the Virginia State Law Library said, "Professor Douglass' program for VALL was abbreviated, but nevertheless it was an excellent interactive session hitting the highlights of negotiation. Every librarian could benefit from his program whether we are negotiating contracts, purchases, or a raise. It can even apply in your personal life – have you ever bought a car?" Robert concluded, "The most important lesson I learned from Professor Douglass' seminar is that negotiation must be entered with a goal in mind. And as a negotiator, I must be willing to be flexible – to be willing to give and take – to arrange and obtain the best options for reaching that goal. Otherwise, inflexibility begets intransigence, which begets losing the whole ball of wax and gaining nothing and not meeting or coming close to reaching the goal. ... **It was fantastic and stimulating.**"

Come to Richmond one day early and join your colleagues and Professor John Douglass for "The Basics of Negotiating."

(Preliminary agenda and a short biography of Professor John Douglass appear on the reverse of this institute description.)



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### **AGENDA**

8:00 a.m.	Institute and Annual Meeting Registration
9:00 a.m.	Beginning Session
10:30 a.m.	Break
10:45 a.m.	Second Session
12:00 noon	Lunch – Atrium Balcony
1:00 p.m.	Third Session
3:00 p.m.	Institute ends

(The registration fee for the Institute is \$55.00 for SEAALL/VALL/LLSDC Members and \$70.00 for non-members. Use the Registration Form for the Annual Meeting to register for the Institute.)

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### **John G. Douglass**

John G. Douglass is a Professor of Law at the University of Richmond School of Law, where he is director of a program in lawyering skills and trial advocacy. He received the University's Distinguished Educator Award in 1999. Professor Douglass is certified as a mediator by the Supreme Court of Virginia and serves as a mediator and arbitrator of commercial disputes through the McCammon Group in Richmond. He teaches Negotiation and Dispute Resolution for the National Institute for Trial Advocacy, the Management Institute of the University of Richmond, and the Virginia Police Chiefs Foundation. He is a member of the Virginia State Bar – Virginia Bar Association Joint Committee on Dispute Resolution and a frequent lecturer at continuing legal education programs around Virginia.

Before joining the University of Richmond faculty in 1996, Professor Douglass practiced law for 15 years. As a partner in a Richmond law firm, he specialized in commercial litigation, insurance defense, construction litigation, and white collar criminal defense. He served for eight years as an Assistant United States Attorney in Baltimore and Richmond and served on the staff of Independent Counsel Lawrence Walsh in the Iran-Contra investigation. He is a graduate of Dartmouth College and Harvard Law School.