

**Margaret Temple-Smith**  
**Legal Drafting**  
[Temples@law.ufl.edu](mailto:Temples@law.ufl.edu)

**(352) 273-0943: office phone**  
**(352) 514-8570: cell phone**  
**(352) 372-2672: home land line**

## **EDUCATION**

### **Wake Forest University School of Law [Winston-Salem, NC]**

Juris Doctor, *cum laude*, 1983

- Class rank: 3rd
- Notes and Comments Editor, Wake Forest Law Review, 1982-83.
- Hoge Award [best student article published by the review], 1981-82
- Member of North Carolina State Bar since 1983

### **Wake Forest University [Winston-Salem, NC]**

B.A., *summa cum laude*, 1978

- Class rank: 1st
- Phi Beta Kappa

## **EMPLOYMENT**

### **August 1989 to Present**

**Lecturer, Legal Drafting, University of Florida Levin College of Law**  
Fall 2016-Spring 2017: Master Lecturer

### **October 1987 to August 1989**

**Research and writing consultant, University of Florida College of Law**  
Worked full-time assisting Professor C. Douglas Miller in the preparation and writing of a major article for publication.

### **May 1985 to August 1987**

**Staff attorney, Womble, Carlyle, Sandridge, & Rice [Winston-Salem, NC]**

## **PUBLICATIONS**

Temple-Smith & Cupples, **Legal Drafting: Litigation Documents, Contracts, Legislation, and Wills** (West 2012: American Casebook)

Cupples & Temple-Smith, **Grammar, Punctuation, & Style: A Quick Guide for Lawyers**

## **and Other Writers**

### **NATIONAL MEMBERSHIP**

ABA  
Legal Writing Institute

### **SERVICE TO LAW SCHOOL AND UNIVERSITY COMMUNITY**

#### **MOST RECENT ASSIGNMENTS TO LAW SCHOOL COMMITTEES**

Fall 2020-Spring 2021: Chair, Non-Tenure Track Appointments, Retention, and Promotion

Fall 2019 – Spring 2020 Non-Tenure Track Appointments, Retention, and Promotion

Fall 2018-Spring 2019: Non-Tenure Track Appointments and Promotion, Ad Hoc Bar Task Force

Fall 2017-Spring 2018: Academic Standards (fall semester), Financial Aid

Fall 2016-Spring 2017: Academic Standards, Faculty Senate

#### **OTHER PAST LAW SCHOOL SERVICE**

Strategic Plan Committee

Adjunct Committee

Admissions Committee

Advisor to Honor Committee

#### **UNIVERSITY SENATE, COMMITTEES, AND COUNCILS ON WHICH I HAVE SERVED**

Faculty Senate

University of Florida Senate Steering Committee

Senate Welfare Council

Senate Infrastructure Council

Senate Constitution Committee