

Annual Committee Awards - 2010

Nominations must be received by ACC (morales@acc.com) by August 6th for consideration.

Committee Awards

Each year, ACC presents three awards to recognize major contributions made by the Committees.

Jonathan A. Silber Outstanding Committee Member of the Year Award

This award recognizes participation in committee leadership; contributions to recruitment and participation; efforts in developing committee programs and resources; contributions to ACC/in-house practice; and contributions to the community through volunteer work or pro bono activities.

Judging Criteria

1. Creating resources, for example:

- Authorship of Docket articles
- Review of InfoPAKsSM
- Involvement in webcasts
- Contributions to Virtual Library
- Top Ten and Quick Counsel submissions
- Involvement in committee's submission of program proposals for Annual Meeting and participation in programs
- Efforts in developing committee programs and resources
- Participation in committee leadership

2. Conducting membership activities

- Contributions to member recruitment
- Contributions to member participation

3. Using sponsorship effectively

- Contributions to ACC through sponsorships

4. General

- Contributions to in-house practice
- Contributions to the community at large through volunteer work or pro bono activities

Outstanding Committee of the Year

This award recognizes efforts to promote involvement; effective leadership goals; upkeep of communication vehicles; development of beneficial resources; and overall excellence in meeting member needs.

Judging Criteria

1. Developing and successfully administering a strategic plan for the year, including, for example:

- Calendar of due dates
- Assignments to members
- Identification of goals, which may include resource development, sponsorship-related activities
- Structure for committee (including subcommittees)
- Communications vehicles

2. Creating resources, for example:

- Number of programs submitted for Annual Meeting
- Number of webcasts
- InfoPAKsSM
- Number of Virtual Library contributions (e.g., articles/forms)
- Top Ten and Quick Counsel submissions
- Docket articles
- Full credit provided to projects co-developed with other committees

Note: Judges will consider the size of the committee when reviewing output.

3. Conducting membership activities

- Retain current members
- Recruit new members
- Increase member involvement
- Identify members' needs (e.g., surveys)

4. Using sponsorship effectively

- Maintain current relationship
- Explore potential relationships
- Work with sponsor to meet identified goals

Outstanding Committee Sponsor of the Year

This award recognizes firms that have provided exceptional support to an ACC committee, including assistance with a committee's quality of programs and development, and helping a committee meet its goals.

Judging Criteria

1. Developing and administering a sponsorship strategic plan for the year that meets a committee's needs, for example:
 - Calendar of due dates
 - Assignments to members
 - Identification of goals
 - Communications vehicles (e.g., updates on conference calls)
 - Assistance helping committee identify specific goals
 - Initiative taken in providing information and resources for committee members in compliance with terms of sponsorship agreement

2. Creating resources, for example:
 - Number of programs submitted for Annual Meeting (if Annual Meeting sponsor)
 - Number of webcasts
 - Number of InfoPAKsSM
 - Number of Virtual Library submissions (e.g., articles/forms)
 - Top Ten and Quick Counsel submissions
 - Docket articles (e.g., co-author articles)
 - Assistance with program development

Review Process and Awards Presentation

The Awards Committee, composed of the chair and vice chair of the Council of Committees, and ACC's Committee staff, reviews all nominations and makes its recommendations to the Services Committee of the ACC Board of Directors, which makes the final awards decision. Awards are presented at ACC's Annual Meeting and publicized within and outside of ACC as appropriate.

Nomination For "Outstanding Committee Member Of The Year" – 2010

Is awarded for individual excellence, leadership and major contributions made by a member of an ACC Committee.

General Requirements:

Eligibility for this award is restricted to current ACC members in good standing who are members of an ACC Committee.

Nominees are considered for their committee leadership positions, their contributions to the committee, ACC and the legal profession generally, especially in-house practice. Contributions to the community at large through volunteer work or pro bono activities may also be considered. Please attach additional sheets, as necessary and return your nomination to ACC (attn: Victor Morales at Morales@acc.com).

I, _____, hereby nominate the following ACC Member for "Outstanding Committee Member of the Year."

Nominee: _____

Nominee's Company: _____

Committee Affiliation: _____

Please provide a brief summary of the nominee's leadership role(s) and contributions to the above committee:

Please tell us about the nominee's contributions to ACC (e.g., CLE programs, ACC publications, membership outreach/development, etc.), the legal profession generally and in-house practice specifically (including through other bar association activities which promote the expertise of in-house counsel).

Please comment on any community service or pro bono activities on the part of the nominee or any other factors, which you would like to be considered.

Outstanding Committee of the Year Award Nomination – 2010

Committee:

**Judging
Criteria**

Committee Planning	Develop and administer a strategic plan	Yes:	No:
	Have a full slate of executive committee leaders? (Chair, Vice-Chair, Secretary, Program Chair)	Yes:	No:
	Have sub-committees and leadership in place	Yes:	No:
	Hold Monthly Committee Teleconference Calls	Yes:	No:
	Prepare Meeting Agendas	Yes:	No:
	Prepare Meeting Minutes	Yes:	No:
Create Resources	Legal Quick Hits Title(s):	Yes: Total:	No:
	Webcasts Title(s):	Yes: Total:	No:
	InfoPAKS Title(s):	Yes: Total:	No:
	Sample Forms/Policies for Virtual Library Title(s):	Yes: Total:	No:
	ACC Docket Article Title(s):	Yes: Total:	No:
	ACC Top Ten Title(s):	Yes: Total:	No:
	ACC Quick Counsel Title(s):	Yes: Total:	No:
	eGroup Usage and Traffic: Please rate your eGroup's activity level from 1 – 3. 1: None to very limited 2: Limited to moderate 3: Regular to heavy	Yes:	No:
	2010 Annual Meeting Program Submission	Yes: Total:	No:
	Co-sponsor programs with other committees or chapters (except for Annual Meeting Programs)	Yes:	No:
Membership Development	Increase member involvement	Yes:	No:
	Identify member interests through surveys or polls	Yes:	No:
Advocacy Initiatives	Please define:		

Outstanding Committee of the Year Award Nomination – 2010
(Continued)

What do you consider to be the Committee's TOP THREE accomplishments during the period June 2009 to June 2010?

- 1.
- 2.
- 3.

Committee Sponsor of the Year Award Nomination – 2010

Sponsor:

Committee:

Judging Criteria

Committee Planning	Assist committee to develop and administer a strategic plan	Yes:	No:
Create Resources	Legal Quick Hits	Yes:	No:
	Title(s):	Total:	
	Webcasts	Yes:	No:
	Title(s):	Total:	
	InfoPAKS	Yes:	No:
	Title(s):	Total:	
	Sample Forms for VL	Yes:	No:
	Title(s):	Total:	
	ACC Docket Article	Yes:	No:
	Title(s):		
	ACC Top Ten	Yes:	No:
	Title(s):	Total:	
ACC Quick Counsel	Yes:	No:	
Titles(s):			
Other Resources Types	Yes:	No:	
Title(s):			
2009 Annual Meeting	Annual Meeting Sponsors	Yes:	No:
	Program(s):		
	Sponsored Committee Networking Event	Yes:	No:
2010 Annual Meeting	Annual Meeting Sponsors	Yes:	No:
	Program(s):		
	Sponsoring Committee Networking Event	Yes:	No:

Committee Sponsor of the Year Award Nomination – 2010
(Continued)

What do you consider to be your greatest contribution to the Committee during the period June 2009 to June 2010?