

ACC Litigation Committee

2015 - 2016

Strategic Plan & Tracking

The mission of the Litigation Committee shall be to provide an organized forum for in-house counsel with responsibility for litigation and litigation management for the purpose of:

- Enhancing professionalism by:
 - developing members' expertise through training and continuing education opportunities in relevant subject areas;
 - exploring the changing relationships between in-house and outside counsel;
 - facilitating the understanding of business objectives in the in-house litigation practice and, conversely, defining the proper role of litigation in business strategy;
- Discussing and analyzing litigation-related legislative or policy issues as they affect our clients, and, when appropriate, facilitate the advocacy of public positions on such issues by ACC or the Committee as directed by the ACC Advocacy Committee of the Board of Directors.
- Providing, where possible, a vehicle for change to the judicial system and other dispute resolution forums to better meet our clients' needs.
- Facilitating networking among members by providing various forums for information sharing; and
- Serving as a resource to the ACC Chapters.

In fulfilling the Committee's mission and charter, the Executive Council (EC) identifies the following strategic goals and objectives for 2015 - 2016:

Strategic Goal 1: Develop Strategic Plan and Tracking

The EC will develop a strategic plan to guide the activities of the Committee for the year. This is a living document that will be reviewed, updated and revised to reflect the Committee's, ACC's and sponsors' activities. The EC will track activities to ensure progress is being made.

Strategic Goal 2: Increase Committee and ACC Membership and Engagement

As described in our Charter, the Litigation Committee provides an organized forum for in-house counsel responsible for litigation and litigation management. The EC must conduct outreach to identify and understand the interests and needs of Committee members and work with the ACC and Committee sponsors helping identify, and develop programs and educational materials based on member feedback.

The Committee will continue to explore additional avenues of communication and programming to support and increase member engagement and membership. Increased engagement can take a variety of forms, including monthly Committee meeting discussions, participating in the ACC eGroups, attending Committee webcasts, contributing to *The Docket*, participating in the Committee's subcommittees and Annual Meeting programs, blogging and other forms of social media.

Strategic Goal 3: Improve Sponsor Relationship and Engagement

The Litigation Committee is unique in that we have 2 sponsors allowing us to reach and support an even broader member audience. The Committee's sponsors are each an essential component to achieving the Committee's strategic goals as identified in this Strategic Plan.

The EC must ensure the sponsors commit to and meet their committee obligations in a timely and thoughtful manner. The EC must work with the sponsors to facilitate their involvement with the Committee by meeting on a regular basis, tracking the sponsors' activities, developing a mutually beneficial relationship and helping promote the sponsors and their work product to members.

Strategic Goal 4: Increase Litigation Committee collaboration with other Committees and Global Chapters

Working with other ACC committees and chapters furthers the Litigation Committee's ability to meet the requirements identified in our mission and Charter. This cross committee and chapter interaction is member outreach, providing the EC additional avenues to understand member needs and interests. This information helps the EC and our sponsors identify and develop more targeted and salient educational programs and materials.

Strategic Goal 5: Develop Programs and Materials of interest to Litigation Committee Members

ACC members expect relevant, high quality educational programs and materials to meet the highly diverse organizations and practice areas represented by our membership. Committee programs and materials must address the diverse, multi-national needs of in-house counsel ranging from first year attorneys to chief legal officers. The Litigation Committee works closely with our sponsors, members and the ACC to ensure we present relevant and timely programs and materials to meet these diverse needs.

ACC LITIGATION COMMITTEE 2015-2016 STRATEGIC PLAN TRACKING

No.	Strategic Goal	Owner	Deadline	Status	Comments
1	Develop Strategic Plan and Tracking	EC	Continuous	Ongoing	
2	Increase Committee and ACC Membership and Engagement	EC	Continuous	Ongoing	
	<ul style="list-style-type: none"> • Create bench strength in key EC roles by doubling up volunteers 	EC	AM 2015	Complete	
	<ul style="list-style-type: none"> • Increase Member outreach 		Continuous		
	<ul style="list-style-type: none"> ○ Quarterly Newsletter to members 	Communications Chair	Quarterly, throughout year	Ongoing	
	<ul style="list-style-type: none"> ○ Welcome email to new Litigation Committee members 	Membership Chair	Monthly		
	<ul style="list-style-type: none"> ○ Welcome email to new ACC members promoting Litigation Committee 	Membership Chair	Quarterly		
	<ul style="list-style-type: none"> ○ Working with ACC to increase membership and membership engagement 	EC	Continuous	Ongoing	
	<ul style="list-style-type: none"> • Annual Survey 				
	<ul style="list-style-type: none"> ○ Identify member needs and interests by conducting an annual survey in September or October timeframe 	EC/Vice Chair	Annually	Complete	September 2015
	<ul style="list-style-type: none"> • Monthly meeting 				
	<ul style="list-style-type: none"> ○ Schedule and conduct meeting; Regularly post 	Chair/ ACC Liaison	Monthly	Ongoing	

	monthly agenda and minutes on Litigation Committee webpage				
	<ul style="list-style-type: none"> ○ Conduct Executive Committee outreach promoting monthly meeting 	EC; ACC Liaison	Monthly	Ongoing	Chair's email to Litigation Committee; eGroup postings prior to monthly meetings
	<ul style="list-style-type: none"> ○ Engage sponsors and others for Legal Quick Hit presentations 	LQH Subcommittee Chair	Monthly	Ongoing	
3	Improve Sponsor Relationship and Engagement	EC	Continuous	Ongoing	
	<ul style="list-style-type: none"> • Schedule and conduct monthly meeting with Sponsors and increase informal communication between EC and Sponsors 	EC	Continuous	Ongoing	
	<ul style="list-style-type: none"> • Schedule and Track and Sponsor Commitments 	Chair/Vice Chair/ACC Liaison	Continuous	Ongoing	
	<ul style="list-style-type: none"> ○ Schedule and Conduct 3 or more Legal Quick Hits 	Webcast/LQH Subcommittee Chair			
	<ul style="list-style-type: none"> ○ Schedule and Conduct Webcasts throughout the year 	Webcast Subcommittee Chair/ACC Liaison	Continuous	Ongoing	
	<ul style="list-style-type: none"> ○ Create 1 Quick Counsel 	Chair/Vice Chair	Continuous		
	<ul style="list-style-type: none"> ○ Create 10 Policies or Forms 	Chair/Vice Chair	Continuous		
	<ul style="list-style-type: none"> ○ Create Top 10 	Chair/Vice Chair	Continuous		
4	Increase Litigation Committee collaboration with other ACC Committees	EC	Continuous	Ongoing	

	and Global Chapters				
	<ul style="list-style-type: none"> Annual Meeting coordination with Other Committees 	EC/AM Chair	Continuous		
	<ul style="list-style-type: none"> Organize Micro lunches with Chapters 	EC	Continuous	Ongoing	
	<ul style="list-style-type: none"> Inviting Other Committees to Monthly Chapter meetings 	EC	Continuous	Ongoing	
	<ul style="list-style-type: none"> Active Participation in COC Monthly meetings 	Chair/Vice Chair	Continuous	Ongoing	
	<ul style="list-style-type: none"> 2016 Mid-Year Meeting program topics submission 	Chair			
5	Develop Programs/Materials of interest to Litigation Committee Members	EC	Continuous	Ongoing	
	Create/submit Annual Meeting Committee Programs	AM Programs Chairs	January 5, 2016	Complete	
	<ul style="list-style-type: none"> Solicit and support Litigation and Litigation Management related Docket articles 	Publications Chair	Continuous	Complete	
	<ul style="list-style-type: none"> Develop and support ACCess Blog on Litigation related topics 	Publications Chair			
	<ul style="list-style-type: none"> Law Firm Security Subcommittee 	Cyber Security Subcommittee Chair		Ongoing	
	<ul style="list-style-type: none"> Member and working with ACC leadership to align efforts in supporting ACC Working Group on Law Firm Data Security 	Cyber Security Subcommittee Chair		Ongoing	
	<ul style="list-style-type: none"> <ul style="list-style-type: none"> Create Program/Materials for In-House Litigators 	In-House Litigation Subcommittee Chair		Ongoing	
	<ul style="list-style-type: none"> Work with sponsors to develop 	Chair			

	additional programs/materials				
	<ul style="list-style-type: none"> o Additional webcasts/LQH 	Webcast/LQH Subcommittee Co-Chair	TBD	Ongoing	