



Memo

To: Law Department Management Network Leaders
 From: Nicholas Moses, Manager of Practice Networks and Legal Operations Services
 Date: December 6, 2023
 Re: 2024 Annual Meeting Call for Programs Data

In anticipation of the 2024 Annual Meeting Call for Programs, below you will find data to aid the Law Department Management Network in developing its program submissions. All data provided is representative of activity from October 1, 2021 through September 30, 2023.

2021-2023 ANNUAL MEETING LAW DEPARTMENT MANAGEMENT NETWORK SESSION ATTENDANCE

Session	Attendees
2023	
Advertising and Marketing Law for Law Department Leaders: Current Issues and Dispute Resolution Options	119
Are You Smarter than ChatGPT?	157
Hiring People with Disabilities: Supercharge your Diversity and Inclusion Program	52
Embracing Resilience, Grit and a Growth Mindset for Career Advancement	Declined
Ethics and Compliance Functions: Design and Structure	Declined
Executive Presence: Let's Hear It!	Declined
Geopolitical Dynamics: Tackling Crisis and Regulatory Headwinds	Declined
Meet Your Regulators: Data Breach Case Study	Declined
Overcoming Adversity: Sharing Stories of Triumph and Resilience	Declined
2022	
Building a Culture of Professional Development	108
What about the "G" in ESG?	152
Delegation: Shift from Doing to Leading	135
Leadership in Times of Crisis	Declined
Do you have the influence you need to lead?	Declined

2021	
Career Growth and Development for the Next Generation	185
Follow the Yellow Brick Road - to the GC Suite!	287
Being your Business Partner's Best Friend	Declined
Quiz Bowl: Test Your Business Financial Acumen	Declined

2023-2024 LAW DEPARTMENT MANAGEMENT NETWORK SURVEY SUGGESTED TOPICS

- Modern Law Department Management
 - EU GDPR
 - Contract management software/ how vendor management and expenditure management programs run and what role does legal have
 - Law department organizational design (best practices for arranging law department to work as efficiently as possible). Also, how best to manage employees that are not near company offices and are isolated
 - Cost savings
 - Building today to mitigate tomorrow's risks, i.e., what are emerging legal risks and how can we prepare now (when there may not yet be laws or regulations on the subject)?
 - Steps for someone as the first GC of an organization
 - Succession planning, how to work with limited resources
 - Diversity and inclusion
 - GC - position, reporting, managing teams.
 - AI
 - Promoting the growth of employees in small legal teams
 - Recruiting, retention, succession; managing the small law department; legal M&A integration
 - Law department organizational design (best practices for arranging law department to work as efficiently as possible). Also, how best to manage employees that are not near company offices and are isolated.
- Legal Operations
 - Creating a culture in a remote workforce
 - Law department organization (e.g., product vs legal subject areas)
 - Tools to make matter management simpler
 - How companies staff their operations teams to support technology....what kind of employees/roles do they bring into Legal?
 - Legal Operation Basics
 - Chatbox
 - AI
 - Objective and critical evaluations of legal technology instead of pitch presentations from the product teams themselves.
 - Contract management

- Available options for law department automation, how Legal Operations are staffed,
- AI tools
- Low cost systems to help manage all the information that Legal "collects"; what to do with all of those original signatures when no one wants them anymore (except for regulators' requirements)
- Hard skills
 - Delegating or prioritization
 - It might be interesting to have people who have taken different types of project management training speak about their experiences, and how they fit to legal/law department activities.
 - How legal departments prioritize and manage work - with Lean, Agile, other approaches. Also, how companies have developed KM programs.
 - How to leverage AI
 - Project management, deliverables tracking, dealing with third party failures to perform as required and time management in managing large projects.
 - Negotiation and contract management are perennially helpful topics
- Soft Skills
 - Managing and leadership
 - Having difficult conversations. Developing into an effective legal operations professional.
 - Improving communication skills, confident, the clue to be interesting to others.
 - Having difficult conversations
 - Negotiation style
 - Dealing with difficult people
- Domain Expertise
 - Gen AI
 - The ones listed (cross-border transactions, parent/subsidiary conflicts (esp where parent is foreign) are good
 - Privacy and cross-border transactions are always hot - and definitely AI policies. Also IP due diligence for M&A and partners.
 - Pharma companies operating in US / EUROpe / Asia
 - Negotiating fee agreements
 - Maybe how you manage domain expertise within your department (hiring experts vs empowering generalists)
 - EU GDPR
 - Conflicts of interest,
 - Privacy, Managing AI, Product Chemical Content Requirements
- International Topics
 - Particularities / limitations from compliance as risks can be extended to Western companies
 - Traps for the unwary
 - Sustainability requirements for products in Europe, Labor/Employment in Mexico

2021-2023 LAW DEPARTMENT MANAGEMENT NETWORK ONLINE EVENT ATTENDANCE NUMBERS

APAC Call (APAC) – Short (15 to 30-minute) presentations on the latest legal trends made on the monthly Network Teleconference calls. Available live or on-demand through the ACC Education Archive. No CLE/CPD credit available.

EMEA Call (EMEA) – One-hour live presentations on the latest legal trends. Available live or on-demand through the ACC Education Archive. CLE/CPD credit available for a fee.

Legal Quick Hit (LQH) – Short (20 to 45-minute) presentations on the latest legal trends made on the monthly Network Teleconference calls. Available live or on-demand through the ACC Education Archive. No CLE/CPD credit available.

Roundtable Discussion (R) – Short (15 to 30-minute) presentations on the latest legal trends made on the monthly Network Teleconference calls. Available live or on-demand through the ACC Education Archive. No CLE/CPD credit available.

Webcast (W) – One-hour live presentations on the latest legal trends. Available live or on-demand through the ACC Education Archive. CLE/CPD credit available for a fee.

2021-2023			
9/21/2023	Snackable: Create Your Own Luck and Prepare for "Serendipity"	LU	24
9/13/2023	Preparing for Career Change and Development	LU	52
7/12/2023	Unleashing the Power of a Personal Board of Directors While Building Your Network	LU	43
6/14/2023	Finance 101 for In-House Lawyers	LU	199
5/10/2023	How to Achieve More with Less	LU	55
5/3/2023	Taking Your In-House Role to the Next Level: How to Win at Process Improvement and Change Management	W	153
4/12/2023	Are You Practicing at the Top of Your License?	LU	100
3/8/2023	<i>Co-sponsored with Women in the House Law Department Management</i> Creating an Effective Sponsorship Program to Build a Talent Pipeline	LU	32
2/8/2023	<i>Co-Sponsored w/ ESN and Law Department Management</i> Should I Stay or Should I Go?: Continuing Professional Development When There is No Line of Sight for Elevation	LU	150

1/31/2023	ChatGPT	LU	190
1/11/2023	<i>Co-sponsored with Women in the House Law Department Management</i> Geopolitical Landscape: Mitigating Risk and Capturing Opportunity	LU	67
12/14/2022	The Art of Contracts - Drafting Techniques and Negotiation Observations in Our Commercial and Vendor Verticals	LU	174
10/6/2022	<i>Co-sponsored with Corporate & Securities Law New to In-house Small Law Department Law Department Management</i> Hit the Jackpot Attending the ACC Annual Meeting	LU	55
9/22/2022	Creating Mindful Habits	LU	37
9/21/2022	A Negotiations Skills Webcast	W	348
7/13/2022	<i>Co-sponsored w/CSN</i> What's Your Strategy? Will You Drive the Future or Be Driven Crazy by Whatever Comes Your Way Next?	LU	102
6/8/2022	See and Be Seen: Networking and Effective Social Media Use for Career Progression	LU	43
5/4/2022	Tales from the Trenches: Finding Your First GC Role <i>(Included Networking)</i>	LU	95
4/13/2022	Leading in a Worldwide Crisis: Learnings and Insights into a Corporation's Action Plans <i>(Included Networking)</i>	LU	25
3/9/2022	<i>Co-sponsored by the Corporate & Securities Law, Real Estate Law, and Women in the House Networks</i> Tips for Moving from a non-GC Role to a GC Role <i>(Included Networking)</i>	LU	310
3/8/2022	<i>Co-sponsored w/ the Compliance & Ethics, Real Estate, International Legal Affairs, and Corporate & Securities Law Networks</i> The Emergence of Foreign Investment Control: A Cross-Border Primer with an In-house Perspective	EMEA	38
2/9/2022	Starting a New Job in a Remote/Hybrid World <i>(Included Networking)</i>	LU	84
1/26/2022	Managing Conflict Up, Down & Across Your Organization	LU	80
1/12/2022	Wellness Quick Hit – Start the New Year Off Right! <i>(Included Networking)</i>	LU	46
11/10/2021	5 Simple Ways to Elevate Your Talent, Retention, and Value Amidst the Great Talent Debate <i>(Included Networking)</i>	LU	35
10/6/2021	Change Your Contract Management Experience Forever	W	96

2021-2023 POPULAR LAW DEPARTMENT MANAGEMENT NETWORK LEGAL RESOURCES

(The resources below include all resources during the period with 100 or more views.)

Resource Title	Views
2021-2023	
Implementation Deadline for the European Directive on Working Conditions is Imminent: Prepare for New Information Obligations	637
Compliance With Washington State’s New Pay Transparency Law: The Strictest Job Posting Requirements In the United States	442
The Future of Hybrid Working: Full Steam Ahead or a Screeching U-Turn?	305
SEC Proposes Sweeping New Cybersecurity Rules: Is Your Company Prepared?	297
Regulation of AI – the Path Ahead	169
Does Chatting with ChatGPT Unleash Trade Secret or Invention Disclosure Dilemmas?	168
Top Ten Things to Know About Securities Class Action Mediations	137
EEOC Issues Technical Assistance Guidance on the Use of Advanced Technology Tools, Including Artificial Intelligence	89
Quick Overview: Key Considerations for US Summary Plan Descriptions	74
The Pregnant Workers Fairness Act Goes Into Effect on June 27 – Is Your Workplace Ready?	66

2021-2023 POPULAR LAW DEPARTMENT MANAGEMENT NETWORK EGROUPO DISCUSSION TOPICS

(The topics below include all substantive eGroup discussions during the period with 3 or more replies.)

10/27/2022	Contracting Process
4/11/2023	HR Support
2/26/2023	Software solution for extracting data from existing contracts (e.g. Kira, Ironclad, Conga, etc.).
5/1/2023	Desperate Cry for Help! Contract Lifecycle Management Software
11/9/2022	Matter Management for Small In-House Legal Team - Thoughts and Costs
12/2/2022	HR keeping Legal updated
1/31/2023	Alternative to Workshare Compare
1/25/2023	Legal Intake programs
6/5/2023	Location for Approved Templates
11/2/2022	Legal Department KPIs

3/13/2023	Professional Advice- Asking for a Paid Parental Leave or Leaving?
8/9/2023	Recommendations for Contract Management and Matter Management Tools
8/24/2023	CLM Software Vendors
11/7/2022	Need Recommendation for Contract Support and Lifecycle Management
11/16/2022	Simple contract management/organization software
11/22/2022	Limitation of Liability in Service Contracts
1/18/2023	Seeking Advice/Recruiters for my First General Counsel Role
2/8/2023	New Vendor Management Policies and Procedures
2/12/2023	CLM Software
6/13/2023	Legal Department Structure

IMPORTANT DATES

Item	Date
Networks Programming Orientation Call	Wed., Dec. 6, 2023 1:00 – 2:00 ET
Program Submission Deadlines	Mon., Jan. 29, 2024
Program Selection Notifications Sent	Fri., March 15, 2024
Program Organizer Submission Deadline*	Fri., March 29, 2024
Speaker Submission Deadline**	Fri., May 17, 2024

**ACC confirms Program Organizer and speaker submissions on a rolling basis.*

***Additional speaker selection rules and guidelines will be provided following program selection. ACC reserves the right to decline speakers if they do not meet these criteria.*