Memo

To: Law Department Management Network Leaders

From: K. J. Forest, Director of Networks

Date: October 10, 2019

Re: 2020 Annual Meeting Call for Programs Data

In anticipation of the 2020 Annual Meeting Call for Programs opening on October 18, 2019, below you will find data to aid the Law Department Management Network in developing its program submissions. All data provided is representative of relevant activity from the past two fiscal years (October 1, 2017 through September 30, 2019).

2017-2019 ANNUAL MEETING LAW DEPARTMENT MANAGEMENT NETWORK SESSION ATTENDANCE

Session	Attendees/ Status
2019	
Coaching Clinic	104
Signs of Stress	126
Management Academy: The Lightning Round	290
Managing Spend and Showing Value	230
Getting Out of Your Own Way: Moving Outside of Your Comfort Zone	211
Six Sigma: 90-Minute Yellow Belt for Legal Ops	283
Design Thinking for Advanced Technology & Compliance	Declined
Quiz Bowl: Test your Business Financial Acumen	Declined
Applied Coaching to the theme of Hot Tub Time Machine	Declined
2018 (Final attendance numbers)	
Managing Globally: Building Relationships and Working Collaboratively Across Multiple Departments	279
Business Communication Boot Camp	63
Managing the Human Resources Side of a Legal Department	138
Secrets of Successful Negotiation	536
General Counsel as Catalyst for Positive Corporate Culture: Effective GC Reporting and Communication with the C-Suite and Board of Directors	Declined
The Road to Becoming a General Counsel: New (or soon to be) GC Workshop	Declined
Brainstorming & Innovation: How to Be More Creative and Stay Ahead of the	Declined

Curve	
Leading with Emotional Intelligence - Stop Stressing and Become More Effective	Declined
2017 (Final attendance numbers)	
Design Thinking: Applying Creative and Practical Problem-solving Methodologies to Add Client Value	184
Bridging Generational Gaps: How to Reveal and Deal with Implicit Bias	177
What to Deploy Now: A Candid Discussion About the What, Where, When, and How of Deploying Existing Technologies in Your Legal Department	158
Building Resilience and Grit: Adding to Your Emotional Intelligence Toolkit	533
Where are we? Performing an Efficient Legal Risk Assessment of Your Business	182
No Harm, No Foul? Do We Really Need to Report That Data Breach?	Declined
Advising the C-Suite and Board During a Regulatory Investigation	Declined
Budgeting success for Legal Departments managing outside counsel costs; internal resource time	Declined

2018-2019 LAW DEPARTMENT MANAGEMENT NETWORK SURVEY SUGGESTED TOPICS

- Leadership
- Leveraging Technology into Department Operations
- Strategy and Planning
- Metrics and Benchmarking
- Career Development (self)
- Board and Senior Management Relationships
- Contracts Management
- Communication Skills
- Project Management
- Career Development (team)

Write-in Responses

- Outsourcing
- Best practices
- Managing teams for high performance

- Conflict resolution within teams
- Providing meaningful performance reviews
- Today's Top Tech Tools
- Document Retention and Procurement
- Leveraging automation for administrative tasks
- Finance for Lawyers
- Managing reputation risk
- Leveraging Office 365

2017-2019 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.

Date	Event Title	Event Type	Views
2017-2019			
9/11/2019	Do You Experience Annual Meeting FOMO?	LQH	26
8/14/2019	Succession Management for Legal Departments: A Road Map	LQH	20
7/10/2019	Increase Performance & Productivity Throughout Your Law Department With Love	LQH	33
6/13/2019	Level Up Your Facilitation Skills	LQH	55
5/8/2019	Business Communication Boot Camp Reboot	LQH	103

4/10/2019	Gone Phishing? You're Not Alone, But You Are At Risk!	LQH	56
3/13/2019	You Get a Brand! You Get a Brand! And you ARE a Brand! Your Personal Brand Can Advance Your Career	LQH	66
2/13/2019	Transgender, Non-binary, and Gender Non-conforming - Best Practices for a Respectful and Supportive Workplace	LQH	77
1/9/2019	Strategic Planning Doesn't Have to Hurt	LQH	108
12/12/2018	Setting the Course for 2019: Success through Mindfulness and Resiliency	LQH	65
11/14/2018	Lean Six Sigma For Lawyers: Five Easy-to-Learn Tools You Can Use This Month	LQH	138
9/12/2018	Changes in Immigration Policy Law Department Leaders Should Know About?	LQH	38
8/8/2018	Walmart Legal Operations: Laying the Foundation and Plotting a Course for the Future	LQH	100
7/11/2018	The Mentor-Mentee Relationship: It's a Two-Way Street with Unexpected and Invaluable Results	LQH	87
6/13/2018	The Same, Only Different: How In-house Legal Operations and their Law Firm Counterparts Create Value	LQH	68
5/9/2018	The Lawyer Of The Future (or the Now): What Does it Mean to be a Lawyer In 2018 and Beyond?	LQH	108
4/11/2018	Managing Your Life both In and Out of the Office: A Crowd-Sourced LQH Featuring your Collective Wisdom and Ideas from the Experts	LQH	114
3/14/2018	Global Leader Series - Session 1 - Keys to Success: Leading a Multi-Cultural Organization	LQH	71
2/14/2018	Tone Your Value Prop Muscle: Change the Direction of the Business Partner Relationship in Order to Build Your Team's Contribution to the Organization	LQH	123
1/10/2018	Science-Backed tips for Igniting Work Engagement and Beating Burnout	LQH	177
12/13/2017	Conscious - The Power of Awareness in Business and Life	LQH	154
12/5/2017	APAC: Asia Pacific Employment Law: Updates and Considerations for Multinational Employers	APAC	58
11/8/2017	The Next IQ: The Next Level Intelligence for 21st Century Leaders	LQH	125

2017-2019 POPULAR LAW DEPARTMENT MANAGEMENT NETWORK LEGAL RESOURCES

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

Resource Title	Views
2018-2019	
Tips to Be a More Effective Facilitator	173
Succession Planning for Legal Departments: A Roadmap	117
Tips for Successful Strategic Planning	86
Business Communications Bootcamp: Effective Communications Tips	65
Increase Performance and Productivity Throughout Your Law Department with Love	54
Four Tips to Build a Brand	47
Tips for Creating an Inclusive Work Environment	30
2017-2018	
Ten Steps for Developing a Settlement Strategy for Employment Claims in the United States	34
Top Ten Ways to Avoid Discrimination Class Actions (United States)	31
New Overtime Exemption Rules Nationwide: Status and Impact (United States)	29
Top Ten Trial Technology Traps (United States)	18

2018-2019 POPULAR LAW DEPARTMENT MANAGEMENT NETWORK EGROUP DISCUSSION TOPICS

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

Thread posted on	Thread Title
8/7/2019	Agiloft Implementation
6/15/2019	Hours
2/12/2019	Where does insurance department report?
10/1/2018	Counsel Title in an One-person In House Legal Department
3/8/2019	Automating Review of Vendor Contracts

6/4/2019	Request for Policy Template: Vendor Management
3/28/2019	Use of JD in signature by non lwyer manager
4/22/2019	Hiring a very experienced lawyer for a newer lawyer role?
11/27/2018	Helpdesk for Legal Department
2/26/2019	anti-harassment training
3/1/2019	Seeking seasoned management side labor negotiator
3/12/2019	Good conference call platform?
3/20/2019	Processing subpoenas
3/25/2019	Accessing eGroups from acc.com

IMPORTANT DATES

Item	Date
Program Chair Training Call	Wed., Nov. 20, 2019
Program Idea Submission Deadline	Mon., Jan. 6, 2020
Program Selection Notifications Sent	Fri., Feb. 14, 2020
Program Organizer Submission Deadline*	Mon., March 2, 2020
Program Organizer Training Call	TBA
Speaker Submission Deadline*	Fri., May 1, 2020
Course Material Submission Deadline	Fri., Aug. 28, 2020

‡ACC confirms program organizer and speaker submissions on rolling basis