

2024 LEADERSHIP WORKSHOP



AGENDA

October 24-26, 2024

THURSDAY, OCTOBER 24

MURANO

8:30-11:30 a.m.

Casual Attire

Executive Committee Meeting

Presiding: President Deane

Attending: Executive Committee

MURANO

1:00-3:00 p.m.

Casual Attire

Regent Orientation and Training

Presiding: President Deane

Attending: Board of Regents

GRAND BALLROOM A

3:30-5:00 p.m.

Casual Attire

State and Province Committee Session

Presiding: President Deane

Attending: State/Province Committee Chairs, Board of Regents

- Review of Roles and Responsibilities
- In-Depth Review of Nomination Procedures

Staff Facilitation

Geri Frankenstein, Sr. Manager, Membership

- Preparing proposals files to be sent to the National Office

Executive Committee Facilitation

- Criteria for admission
 - Practicing trial lawyers
 - Licensed to practice for at least 15 years at time of election
 - Meet the Qualification Requirements
- Critical importance of case list
 - Include complete body of trial work
 - Trial list key components: emails and phone numbers for judges, co-counsel and opposing counsel, duration, result
 - Techniques for obtaining case lists



2024 LEADERSHIP WORKSHOP



- Assign investigations of candidates and deadlines for the completion of reports
 - Confidentiality at committee level
 - Reserve time for proposal form completion
- Nomination deadlines: March 15 and September 15
- Need for frequent video conference and/or in-person meetings
- Adjunct Fellowship Committee
- Identification of candidates
 - Watch List – how to use it, maintain it even as Chairs transition
 - Successful techniques for finding qualified candidates, including women, minorities, and younger lawyers.
 - Diversity Liaisons
- Technicalities in the nomination process
 - Advertising Policy
 - Multiple lawyers/same firm/same office
 - Member of candidate's firm/family on State/Province Committee
 - Reviewing nominee's firm/individual advertising and blog postings
 - State or Province withdrawal of a nomination after poll
- Nomination Overview for Committee Members
 - Zoom calls with President Deane
- Mock Board of Regents video – located in Learning and Resource Center

CENTER COURTYARD

6:00-7:00 p.m.

Casual Attire

Welcome Reception

Attending: all Workshop participants, including spouses/guests

GRAND BALLROOM B

7:00 p.m.

Dinner

Presiding: President Deane

Attending: all Workshop participants, including spouses/guests



2024 LEADERSHIP WORKSHOP



FRIDAY, OCTOBER 25

VENEZIA

8:30-9:15 a.m.

Casual Attire

Breakfast – Seating Assigned

Attending: Fellows; assigned seating with your Regent.

GRAND BALLROOM A

9:30-9:45 a.m.

Welcome and General Session

Presiding: President Deane

Attending: all Fellows

1. Welcome and Introduction of Officers, guests, staff
2. Why are You Here? What does success look like as a Committee leader?

9:45-10:30 a.m.

Preparing for the College’s Future: Strategic Plan

President Deane

10:30-10:45

Break

10:45-11:00 a.m.

Governance Structure of the College

Regent Keane – Regents Nominating Committee

Past President Wikstrom – Officers Nominating Committee

11:00-11:15 a.m.

Spotlight on General Committees

Access to Justice and Legal Services; Adjunct Fellowship; Admission to Fellowship; Arbitration; Beverley McLachlin Access to Justice Award; Boot Camp Trial Training Programs; Complex Litigation; Communications; Emil Gumpert Award; Federal Civil Procedure

11:15-11:45 a.m.

Public Statements, Judicial Independence

President Deane

Judicial Independence Committee Chair Fishbein

- When does the College speak?
- When/how can a committee speak?

11:45-12:00 p.m.

ACTL Foundations

- U.S. Foundation – Francis M. Wikstrom, Foundation President
- Canadian Foundation – Sandra A. Forbes, Canadian Foundation Director



2024 LEADERSHIP WORKSHOP



VENEZIA

12:00-1:00 p.m. Lunch – open seating

GRAND BALLROOM A

1:00-1:15 p.m. **Spotlight on General Committees**

Federal Criminal Procedure; Federal Rules of Evidence; Gale Cup; Griffin Bell Award for Courageous Advocacy; Heritage; Honorary Fellowship; International; Journal Editor; Judicial Independence; Jury

1:15-1:45 p.m. **Introduction of New Website**

*Senior Communications Manager Stokes
Senior Strategic Initiatives Manager Mrugalski*

1:45-2:15 p.m. **Mock Board of Regents Meeting and Q&A**

2:15-2:30 p.m. **Break**

2:30-3:30 p.m. **Strategies for Successful Leadership in the College**

Past President Young

4:15-4:30 p.m. **Questions, Transition to Breakout Sessions**

3:30-4:30 p.m. **Breakout Sessions**

State/Province Committees – Stay in **GRAND BALLROOM A**

President Deane, Secretary Recker, Immed. Past President Murphy, Executive Director Maggi

- Training Vice Chair and committee Members
- Bank Accounts
- Key Dates
- Support for public service Fellows; registration fees
- Planning a state/province annual dinner
- Planning a regional meeting

General Committees – Move to **SAVOY**

President-Elect Day, Treasurer Forbes, Regents

- Roles and Responsibilities, Key Dates
- Opportunities for Collaboration
- Guidelines for Submitting a White Paper
- One-on-One Time with a Regent or Officer



2024 LEADERSHIP WORKSHOP



OAK ROOM

6:00-7:00 p.m.

Business Casual

Reception

Attending: all Workshop participants, including spouses/guests

GRAND BALLROOM B

7:00 p.m.

Dinner

Presiding: President Deane

Presenting: Past President Wikstrom

Attending: all Workshop participants, including spouses/guests



2024 LEADERSHIP WORKSHOP



SATURDAY, OCTOBER 26

VENEZIA

8:30-9:15 a.m. **Breakfast – open seating**
Casual Attire

GRAND BALLROOM A

9:30-10:30 a.m. **Open Forum on the Future of the College**

10:30-10:45 a.m. **Spotlight on General Committees**

Legal Ethics and Professionalism; Mentoring; National Moot Court Competition; National Trial Competition; Podcast; Public Defenders; Sandra Day O'Connor Jurist Award; Special Problems in the Administration of Justice (U.S.); Task Force on Mental Health Awareness; Teaching of Trial and Appellate Advocacy

10:45-11:15 a.m. **Committee Leader Best Practices**

National Office Staff

- Regularly scheduled meetings *Geri*
- Regular communication with Regent and National Office *Dennis*
- 75th Anniversary of the College *Dennis*
- Sharing College news with your committee *Sarah*
- Listservs *Sarah*
- eBulletin Announcements *Sarah*

11:15-11:30 a.m. **Conclusion of Workshop**

