

**ASSOCIATION OF CORPORATE COUNSEL
COMPLIANCE AND ETHICS NETWORK
STRATEGIC PLAN 2018**

November 29, 2017

The Network's goal is to explore and contribute to the professional dialogue regarding different approaches to addressing compliance and ethics issues, enabling in-house lawyers and legal departments to provide legal services efficiently and effectively to their corporate clients on compliance and ethics matters including, but not limited to, the development and implementation of effective compliance and ethics standards, policies, and programs.

ACC's Compliance and Ethics Network will be composed primarily of ACC members who practice in, or are concerned with issues relating to corporate compliance and ethics. The Network's members may have practiced in small or large corporate law departments, and their practice may focus on or include domestic or international corporate compliance and ethics issues, or a combination of both domestic and international issues. The Network will arrange formal and/or informal sessions at each ACC Annual Meeting, and will collect and develop information of particular interest to practitioners with an interest in corporate compliance and ethics issues. It will seek to create liaisons with other specialty organizations which also focus either on ethics or compliance. Information will be disseminated through ACC publications and Network publications, Web Site, Email, conference calls and programs. Further, the Network will function within the ACC organization (through coordination with staff, leadership, chapters and other national networks) to ensure issues within its scope are appropriately addressed.

Strategic Plan

Element 1 - Annual Meeting Programs (Matthew)

- ✚ Conduct a process for developing quality program suggestions for the 2018 ACC Annual Meeting
- ✚ Involve network members and our network sponsor in the process
- ✚ Submit the maximum number of network programs for consideration by ACC ✚
Meet all of the ACC deadlines for identifying Program Organizers and Speakers for the network submissions selected by ACC
- ✚ Help ensure that our Speakers meet the deadlines for submission of presentations and other materials for the Annual Meeting
- ✚ Help ensure that our Sponsor is provided 2 speaking opportunities for the network submissions selected by ACC.
- ✚ Work with our Sponsor to schedule podcast recordings of each network program at the 2018 Annual Meeting.

Element 2 - ACC Compliance and Ethics Education (Matthew)

- ✚ Participate with ACC in the development of the agendas, programming and materials related to ACC events and conferences (e.g., the ACC Mid-Year Meeting)
- ✚ Help ACC identify speakers for the conference
- ✚ Participate as speakers at the conference
- ✚ Help ACC market the conference
- ✚ Work with ACC to collect Compliance and Ethics documents, presentations and checklists
- ✚ Work with Womble Bond Dickinson to produce a Mid-Year and End-of-Year Review of Network events, presentations, documents, checklists, etc.

Element 3 - Membership (Julie - out until end of Nov.)

- ✚ In an effort to facilitate interaction amongst Network members, as well as member interaction with Network sponsor, arrange cocktail reception at Womble Bond Dickinson's exhibit table on opening night of 2018 Annual Meeting; send invitations to Network members via eGroup
- ✚ Create welcome letter for new Network members with information regarding Network meetings, resources and activities, and including contact information

for Network leadership

- ✚ Coordinate with ACC to generate welcome letter automatically when new member joins the Network

- ✚ Coordinate with sponsor to coordinate cocktail reception at 2018 Annual Meeting
- ✚ Provide information for a Compliance and Ethics Newsletter to be sent out by ACC Quarterly.

Element 4 - Publications (Mario)

- ✚ Work with sponsor (and encourage Network members to collaborate with sponsor) to prepare compliance-related InfoPAKS, sample forms/policies, ACC Docket articles, ACC Digital Docket articles, ACC Top Ten articles, and ACC Quick Counsels
- ✚ Encourage Network members to submit compliance and ethics documents for inclusion on the ACC compliance portal

Element 5 - Advocacy (Aryeh)

- ✚ Engage membership to identify advocacy issues that impact compliance professionals and provide input in addressing and responding to such issues
- ✚ Participate in quarterly calls with advocacy chairs and liaisons from other networks to allow for sharing of ideas and potential collaboration on identified advocacy issues
- ✚ Actively pursue the network's priority objectives with ACC

Element 6 - Programming (Mario)

- ✚ Ensure presentation of a Legal Quick Hit at each monthly meeting of the network
- ✚ Attempt to have a member or other in house counsel participate in each Legal Quick Hit presentation
- ✚ Attempt to have Legal Quick Hits planned three months in advance to permit adequate marketing time for each program
- ✚ Conduct a member survey in the fall to help direct programming

Element 7 - Sponsor Relations (Debra)

- ✚ Develop our relationship with our network sponsor
- ✚ Conduct regular calls with sponsor to check on progress and ensure that they are getting appropriate value from relationship
- ✚ Work with sponsor on content and substance of their Sponsorship Agreement requirements
- ✚ Work with sponsor to develop an editorial calendar with specific content and deadlines (See separate editorial content document)
- ✚ Work with Sponsor on Annual Meeting programming

Element 8 - Network Leadership (Melanie)

- ✚ Conduct monthly network leadership team calls - include ACC and sponsors
 - Plan upcoming Monthly Network call
 - Review Strategic Plan to ensure on track for completion
 - Discuss Network work
 - Discuss other Network Business (e.g., Annual Meeting programs) ✚

Chair to participate in each Council of Network Call

- ✚ Review this Strategic Plan at each leadership meeting to ensure we are on track for completion
- ✚ Update descriptions and duties of positions for each leadership position (e.g., publications chair, secretary, etc.)
- ✚ Ensure we have a Succession Plan for 2018-19
- ✚ Plan and carry out Business Meeting at Annual Meeting

Element 9 - Other items (Debra)

- ✚ Nominate sponsor for Sponsor of the Year Award (Debra)
- ✚ Nominate network for Network of the Year Award (Debra)
- ✚ Rendition and circulation of leadership and network meetings and related documentation as applicable, including attendance (Charles)