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TO: NACUA Board of Directors

FROM: Jonathan Alger, Chair, 2010 Annual Program Committee
Kenneth McKanders, Vice Chair, 2010 Annual Program Committee
Karl F. Brevitz, Staff Liaison
Camille Heenan, Staff Liaison

DATE: October 16, 2009

SUBJECT: November 2009 Report, Committee on Annual Program

Charge to the Committee

The Committee is responsible for formulating and planning the Annual Conference program for the 2010 Annual Conference (to be held in Washington, DC June 27 - 30) to include selection of topics and speakers, in close coordination with the NACUA officers and staff, and in coordination with the other programmatic and informational services of the Association.

Work Plan for 2009 – 2010

1. **Develop Proposed Topics for the 2010 Annual Conference.**

The Committee held its initial meeting during the 2009 Annual Conference in Toronto. Since the 2010 Annual Conference will mark the Association's 50th anniversary, several themes that might inform the planning of the conference content were discussed, including sessions that reflected the motto for NACUA's 50th Anniversary year, *Looking Back, Reaching Forward*; sessions that reflected both the international composition of NACUA's membership and the increasing international activities of our member institutions; sessions mirroring where appropriate the content and authors of the 50th Anniversary issue of the *Journal of College and University Law*, to be published shortly before the annual conference; and sessions taking advantage of the location of the conference in Washington, DC by enlisting participation by personnel from key government agencies involved in the regulation of member institutions, as well as perhaps representatives from other branches of the federal government.

The Committee is divided into eight subject-area working groups: Business and Real Property; Civil Rights and Diversity; Compliance, Risk Management and Litigation; General Counsel; Labor and Employment; Professional Development; Research and Intellectual Property; and Student Affairs and Athletics. Each working group has prepared an impressive set of 12 – 15 detailed topic proposals for consideration for inclusion in the 2010 Annual Conference.

2. Select Final Topics for Inclusion in the 2010 Annual Conference.

Because of the restricted travel budgets in place at many institutions, the usual fall meeting of the Committee working group leaders devoted to the selection of topics (from among those suggested by the working groups that will move forward for inclusion in the Annual Conference) has been replaced by a series of Committee and working group leader conference calls. By the end of October the list of topics to be included in the conference will be finalized.

3. Develop Selected Topics into Annual Conference Sessions.

In November each member of the Committee will be assigned one or more sessions for which they are responsible in terms of topic development, selection of speakers, and careful oversight and planning until the session(s) are presented at the Annual Conference next June.

4. Encourage Diversity in Session Presenters.

At the initial meeting of the Committee in June emphasis was placed on encouraging committee members to strive for diversity in the selection of session presenters in terms of type of institution; race, gender and ethnicity; geographic location; in-house and external counsel; and other factors reflecting the diversity of the NACUA membership. That emphasis continues in subsequent messages to the committee and committee conference calls. The Committee handbook includes a checklist of diversity factors as a session planning aid for Committee members. The conference will again feature a complete track of sessions devoted to topics addressing diversity and civil rights. Committee Vice Chair Kenneth McKanders will also serve as a member of the Board Advisory Council on Diversity and Inclusivity.

5. Plan Pre-Conference Workshop for Lawyers New to Higher Education.

We will be continuing the Pre-Conference Workshop for Lawyers New to Higher Education. Committee Vice Chair Kenneth McKanders is working with Assistant Director for Legal Resources for Programming Camille Heenan to revise and update the pre-conference schedule.

6. Plan Pre-Conference Roundtables for New and Experienced General Counsel.

The General Counsel Roundtables will also be continued, and updated to reflect any new issues or concerns that should be added to the Roundtable agendas.

7. Plan the Conference Plenary Session.

We expect that the opening plenary session will feature a very distinguished speaker. An invitation has been extended, and we are hopeful of a favorable response. We will share additional information as it becomes available.