Welcome to this inaugural event where leaders in the emerging field of corporate legal operations will share best practices in strategies and tactics for the effective management of an in-house legal department.

Joining us will be Operations Directors from companies including Microsoft, Oracle, Archer Daniels Midland, Yahoo, NetApp, and more.

www.law.northwestern.edu/cloi
CORPORATE LEGAL OPERATIONS INSTITUTE

Who Should Attend?

This Institute is intended for any small- to medium-sized law department without a full-time Corporate Legal Operations Director but with a desire to learn best practices from those law departments that do.

8:45 a.m. | Welcome and Overview
9–10:30 a.m. | Legal Spend: Let’s Stop the Bleeding
• Getting a handle on overall outside legal spending
• Tracking and managing outside counsel
• Custom fee arrangements
• Alternative staffing and other outside resources

PRESENTERS
Lisa Kremer Brown, Managing Director, Legal Business Operations, Starbucks Coffee Company, Seattle
Stephanie Corey, Chief of Staff, Senior Director of Legal Operations, Flextronics International Ltd., San Jose, California
Lisa Konie, Director and Associate General Counsel, Adobe Systems Incorporated, San Jose, California

10:30–10:45 a.m. | Break

10:45 a.m.–12 p.m. | Driving Effectiveness through Streamlined Process—Creating a Basic Toolkit
• Contract templates and forms
• Electronic Signatures
• Setting Policies—determining internal risks and thresholds
• Do you have the right internal resources?

PRESENTERS
Lucy Endel Basili, Assistant General Counsel, Microsoft Legal and Corporate Affairs, Redmond, Washington
Brian Hupp, Director, Legal Operations Strategy, Dolby Laboratories, Inc., San Francisco
Lisa Mango, Senior Director and Senior Corporate Counsel, Autodesk, Inc., San Rafael, California

12–1:30 p.m. | Luncheon Discussion: Becoming a Strategic Asset—Aligning your Legal Team with the Overall Goals and Objectives of the Business

PRESENTERS
To be announced

1:30–3 p.m. | Boost Efficiencies through Use of Technology and Metrics
• An overview of current technologies
• Identifying key technologies to drive productivity — what to look for
• Determining what to measure
• Frequency of analysis

PRESENTERS
Connie Brenton, Director, Legal Operations, NetApp, Inc., Sunnyvale, California
David Cambria, Global Director of Operations—Law, Compliance and Government Relations, Archer Daniels Midland Company, Chicago
Christine Coats, Vice President Legal Operations, Oracle Corporation, Redwood City, California
Lisa Konie

3–3:15 p.m. | Break
3:15–4:30 p.m. | Break-out Roundtables
Join our speakers for individual roundtable discussions for a deeper dive into earlier topics or advice and answers to your questions.

4:30 p.m. | Reception

LOCATION: The Standard Club, 320 South Plymouth Court, Chicago, IL 60604
REGISTRATION FEE: $595.