



INNOVATION COMMITTEE CHARTER

Purpose

The InnovAction Committee (“Committee”) shall administer the College of Law Practice Management’s (“College”) InnovAction Awards (“Awards”) program (“Program”).

Membership

The Board of Trustees (“Board”) of the College will appoint the committee chair, co-chair and members and each will serve a term of one year. The Board may fill vacancies on the committee and may remove a member from the committee at any time without cause. The Committee shall have a minimum of one member and a maximum of three members. No Trustee may serve as a Program judge.

Authority

The Committee has no express or implied power or authority.

Responsibilities

The Committee shall:

1. review annually the rules of the Program
2. review and approve publicity regarding the Program
3. review and revise the form of nomination for Awards and transmit to the Board for approval in advance of the opening of nominations
4. establish a panel of Program judges and fill vacancies as needed, with the concurrence of the Board
5. report to the Board on the status of nominations for Awards and deliberations of Program judges
6. prepare a letter of thanks to Program judges for their contributions to the College for the signature of the Board President
7. report its activities to the Board at least on a semi-annual basis.

Meetings

The Committee will meet at least semi-annually and more often as needed. A majority of the Committee members shall constitute a quorum. The Committee chair will keep a

copy of the Committee meeting minutes and forward a copy to the Board secretary. Committee meetings are closed to non-members of the Committee. The Committee chair may invite the attendance of: (i) any trustee, officer, or staff member of the College; (ii) expert or other advisor who is not a member of the Committee; or (iii) any Program judge(s), but invitees may not vote in committee nor do they factor into the existence of a quorum.

The Committee will review its charter at least biannually and recommend any proposed changes to the Board for review.

This charter was drafted by William Garcia and approved by the Board on April 22, 2020. This charter was last updated on April 22, 2020.