
COLLEGE OF LAW PRACTICE MANAGEMENT

GUIDELINES FOR NOMINATIONS

Purpose	The purpose of the College shall be to recognize, inspire, and promote excellence in law practice management by identifying and honoring extraordinary achievement, supporting activities that enhance the development of knowledge, facilitating information exchange among the Fellows, and acting as a catalyst for positive change within the legal profession.
Admission Standards	Fellows are lawyers, judges, law professors, administrators, consultants, government officers, and others who are dedicated to improving the law practice management process and to enhancing the professional quality of and public respect for the practice of law.
Membership by Invitation	Membership is by invitation only to those who have proven to their peers, the bar, the bench, or the public through their long-term performance (not less than 10 years) that they meet the eligibility criteria for membership.
Eligibility Criteria	<p>A nominee must demonstrate the following criteria within her or his professional community:</p> <ul style="list-style-type: none">• significant contributions to and enhancement of law practice management, its literature, its procedures, and its philosophy through dedicated service, or through published writings, or through teaching and lecturing, or through demonstrated excellence in law practice management; and• a high level of character, integrity, professional expertise, and leadership, demonstrating the likelihood that he/she will continue to contribute to the enhancement of law practice management scholarship, continuing education, and the law practice management process;• a commitment to fostering and furthering the objectives of the College;• sustained, exceptionally high-quality professional service to clients, his/her employer, the bar, the bench, or the public; and• the highest professional qualifications and ethical standards.
Fellows	Fellows must display the qualifications outlined above for a period of not less than 10 years and have made substantial contributions to law practice management. Tenure of practice and specialty must be attested by the nominators from personal observation or objective and reliable sources.
Emeritus Fellows	A Fellow who either has attained the age of 70 years or has ceased to engage in the active practice of such person's profession by reason of retirement, illness, infirmity, or other reason satisfactory to the Trustees of the College, may be elected to the status of Emeritus Fellow upon application to the Secretary and

election by the Board of Trustees. Emeritus Fellows shall have all the rights of Fellows, except the rights to vote and hold office, shall not be required to pay annual membership fees, but shall be expected to pay administrative fees fixed by the Board of Trustees.

Nominations Nominations must be made by two Fellows in good standing. They require submission of a completed nomination form, together with appropriate documentation supporting the nomination, including a resume or at least two letters documenting qualifications and a draft citation (see samples below). The Nominators are usually the authors of the letters. We encourage nominators not to notify the nominees that they are being nominated. It could lead to a difficult discussion if they are not selected.

No nomination may be made by individuals in the same firm, corporation, or other entity as the Candidate, or by a person who is related by birth or marriage, or by a person who is regularly engaged as counsel for the Candidate or for the employer, partner, or firm of the Candidate.

Election Election of Candidates is by the Trustees of the College. The election will occur at a meeting of the Trustees in January or February of each year. To be elected, a nominee must receive a vote of two-thirds of the Trustees present. Trustees are not permitted to vote on the nomination of a partner, business or professional associate, or relative.

The Board of Trustees may not nominate or elect a Fellow (except a Judicial Fellow) on their own initiative. However, individual Trustees are entitled to make nominations in the same manner as all Fellows.

Citation Sample 1 John Smith, for over a decade, has applied innovative management principles to the growth and development of one of the largest corporate law departments in the world as General Counsel and Executive Vice President of a giant telecommunications company. John generously shares his knowledge and experience with other members of the profession and contributes his time and energy to organizations serving the public good. By his induction in the College of Law Practice Management, the College recognizes his significant role in promoting public respect for law generally and as practiced in corporate law offices.

Citation Sample 2 While serving as the Director of Client Relations at one of the world's largest law firms, Mary Doe has helped strip away the seamy aspects and image of "marketing" legal services. Her writing and speaking, both nationally and internationally, on legal marketing, have led lawyers to understand and put into practice ethically appropriate, as well as effective and efficient client information and retention systems, and business development practices, while at the same time delivering quality client services. Mary's contributions extend to her many leadership roles in local and national professional legal marketing associations.

Additional Comment Sample She is a tireless proponent of law practice management, technology, and marketing. Her firm is a genuine model of efficiency and productivity in a very competitive legal market.