

Factors in Selecting Members for AIPLA IP Practice Committee Delegation Trips

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To: Committee Chairs, Co-Chairs and Vice Chairs of the AIPLA IP Practice Committees in China, Israel, Japan, Europe, Far East, and Latin America

From: Global Sector Board Liaisons

Introduction:

Every year or on a bi-annual basis (depending upon the committee), each of the IP Practice Committees in the Global Sector, plan and send delegations to the geographical focus of its committee. IP Practice in Japan Committee has been sending a delegation to Japan every year since 1990. Similarly, IP Practice in Europe Committee has been visiting different countries in Europe (often London, Munich and a third city) since late 1990s. More recently, IP Practice in China sent its 11th annual delegation in November 2017. These delegation trips meet with governmental organs as well as AIPLA sister associations of practitioners to gain a better understanding of the local legal system, exchange practice pointers and recent legal developments, and deepen network and relationships for business development.

The ideal delegation size is important: The size of the delegation need to have a sufficient critical mass to financially sustain the trips, as the delegation members share in the cost of group transportation and meals. On the other hand, the number of people in the delegation must also be manageable, as to not tax organizations hosting meals or receptions as well as being conducive to small group discussions.

The composition of the delegation members is also important. Some IP Practice Committee leadership would like to ensure that it attracts sufficient number of newer members to the committee on the IP Practice trips while at the same time ensure that those long-time members who have previously participated in committee trips continue to have an opportunity to participate. To this end, certain leadership of the IP Practice Committees requested guidance on delegation membership selection.

The Board Liaisons of the Global Sector recognizes that it is not possible to provide one set of rules to apply to all IP Practice Committee delegations, as particular committee's trip planning can be impacted by circumstances (such as membership interest, membership goals, substantive topic expertise, delegation size, host interest) that may be different from another committee's trip planning.

Consequently, the Board Liaisons compiled the following list factors and urge the committee leadership to incorporate these considerations when selecting members for a delegation:

- 1) Selection of delegation members should be inclusive,
 - a. Keeping in mind the need for the committee leadership to:
 - i. succession plan for committee leadership
 - ii. continue to grow the committee membership to include newer members and newer generations of members
 - iii. increase AIPLA membership
 - iv. retain existing AIPLA members
 - b. If the IP Practice Committee is finding it difficult to include newer committee members in the delegation, consider setting aside a certain number of slots for new attendees (those that have not previously participated in the IPP Committee delegation trip).

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- c. In selecting who should be included in a delegation, consider:
 - i. Expertise in substantive discussion topics requested by the host organization(s) and government entities should be considered in selecting who should be included in a delegation.
 1. Opportunity to assess speaking ability (if possible, a member having spoken at a committee event prior to trip is preferred)
 2. Subject matter specialty
 - ii. Past requests by a member to join the delegation that have not been satisfied should be considered as a factor in favor of inclusion in the upcoming delegation.
 - iii. Past participation history in general may also be a factor (e.g., promptness for group departure times, willingness to contribute etc.) - - see 3) below.
 1. Participation in committee activities generally (including regular attendance at committee meetings/events prior to trip)
 - iv. Diversity of the delegation in
 1. Gender
 2. Race
 3. Firm representation
 4. Geographical representation within the United States
 - v. Inclusion of Corporate Inhouse members is encouraged
- 2) Speaking opportunities during the delegation visit should also be inclusive.
 - a. If the IP Practice Committee is finding it difficult to include newer committee members as speakers in the delegation, consider:
 - i. Setting aside slots for new speakers every year.
 - ii. Asking long-time participants to contribute as speaker every other year.
- 3) Consider giving each delegation a role/task at each meeting. If not speaking or translating, please assign participants to take notes or take pictures for the trip report, which is due to AIPLA HQ within 10 days upon return from an IPP Committee delegation trip.
- 4) Whether to include International Affiliate Members in a trip delegation is situation dependent:
 - a. If an International Affiliate Member is based in a local city/country of a trip:
 - i. Consider whether logistics support or translation support is needed - - some IP Practice Committees find value in including locally based members for this purpose.
 - ii. If the IP Practice trip delegation is conducting a first-time visit to a particular country or region, a locally based International Affiliate Member may also provide insight in local customs and act as a resource to explain situation on the ground as it is happening.

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- b. If an International Affiliate Member is based outside the country/region of a trip, consider whether the host organization substantive topic requests would benefit from a comparative perspective.

Conclusion

The goal of IP Practice trips is to continue to provide opportunities for participation, education and networking for the committee membership, balancing the diverse needs of a robust membership, while at the same time promote AIPLA's advocacy positions through relationships sustained by connections from, *inter alia* the IP Practice trips. The Board Liaisons are open to suggestions of additional factors to include for consideration in future trip planning.