

Office of General Counsel Strategic Plan

Mission Statement

The Office of the General Counsel (OGC) advances Dartmouth's mission by serving as strategic legal advisors and thought partners to Dartmouth's leadership team and to all Dartmouth schools, divisions and departments on campus and beyond. We provide timely, ethical, knowledgeable, and practical guidance on legal and policy questions spanning Dartmouth's academic programs and administrative operations, seeking to anticipate legal issues before they become legal problems. Rather than merely responding when consulted, we communicate constantly with our clients so that we can offer proactive and informed support for their decisions towards achieving their goals. We do so by providing legal services in-house or by retaining experienced outside counsel whom we supervise closely. In serving Dartmouth, our collaborative team embraces the highest standards of professionalism, quality, diversity, equity, and inclusion.

Strategic Objectives

1. Provide client-centered legal support for the entirety of Dartmouth's academic enterprise, including proactive communications to identify and resolve compliance concerns, operational obstacles, and policy problems.
2. Align staffing and budgetary resources with Dartmouth's institutional priorities.

Performance Metrics

OGC measures performance according to qualitative and quantitative metrics. On an annual basis, we produce a privileged and confidential legal overview memorandum highlighting key pending legal matters and successful resolutions in two categories: (i) transactional matters and internal compliance initiatives, and (ii) state and federal litigation as well as administrative agency investigations, compliance reviews and enforcement actions. We also maintain a running compilation of all Dartmouth committees and councils across campus that OGC advises; preventative-law activities such as policy development and training; the annual number of contracts reviewed and the aggregate contract amount; and the annual number of central hotline reports reviewed in conjunction with the Director of Internal Controls. On an ongoing basis, we track outside counsel expenditures and performance. Finally, we periodically survey our clients to assess their satisfaction with OGC, to discern strengths and weaknesses, and to identify additional services that OGC could consider providing.