
Carson A. Howell

EDUCATION:

Ph.D. in Public Policy and Administration

Boise State University; Boise, ID; awarded December 2018

Master of Public Administration (MPA)

Syracuse University; Syracuse, NY; awarded July 2005

Bachelor of Science, Biology – Microbiology Emphasis

Boise State University; Boise, ID; awarded May 2003

Associate of Arts and Sciences, Biology Education

Ricks College; Rexburg, ID; awarded April 2000

PROFESSIONAL EMPLOYMENT HISTORY INCLUDING AREAS OF RESPONSIBILITY AND KEY ACCOMPLISHMENTS:

Chief Financial Officer

Idaho Office of the State Board of Education: Boise, ID, 5/18 – Current

- Led the team in developing an Outcomes-Based Funding model for higher education, designed to replace a 30 year-old funding model
- Staff support for the Board's Business Affairs and Human Resources Subcommittee
- Staff support for the Board's Retirement Planning Committee
- Staff support for the Board's Audit Committee, including internal auditors from each of the institutions and interfacing with Moss Adams, the Board's external auditor
- Supervise three direct reports and conduct annual evaluations – fiscal and human resources
- Regular presentations at Board meetings, legislative hearings, and meetings with the Governor
- Staffed the University of Idaho presidential search including developing rubrics by which to evaluate candidates
- Manage budget, accounting, financial reporting, internal controls, and purchasing

Chief Research Officer (originally titled – Director of Research)

Idaho Office of the State Board of Education: Boise, ID, 7/13 – 5/18

- Led development and deployment of Idaho's Direct Admissions initiative in the fall of 2015 and continue to be an integral part to the refinements and execution of the perennial program
- Designed and managed the successful development, deployment, and adoption of the Apply Idaho common application project in the fall of 2017

- Staffed the Idaho State University presidential search including developing rubrics by which to evaluate candidates
- Managed research activities in the Board office and the Research Team operating budget
- Supervised four direct reports and conduct annual evaluations
- Oversaw the IT functions at the Board office and coordinated with institution CIOs on technology strategies
- Responded to Board, legislative, and public requests for education data
- Coordinated with Directors of Institutional Research at each of Idaho's eight public institutions and develop working relationships with Directors of Institutional Research at Idaho's private institutions
- Regular presentations to the Board at the bimonthly meetings, including annual presentations to the Board on the performance measures included in the Board's strategic plan
- Staffed the Higher Education Research Council and led the Council through development of the 2017-2022 Higher Education Research Strategic Plan
- Assisted the Idaho Indian Education Committee in development of performance measures for the group's strategic plan and provide regular updates on the progress of reaching performance targets
- Chaired the Data Management Council
- Staffed the 2017 Higher Education Task Force subcommittee on access and affordability

Financial Manager and Legislative Analyst

Utah Science Technology and Research Initiative (USTAR): Salt Lake City, UT, 12/12 – 7/13

- Managed accounting and budget activities and provided fiscal information to Executive Director, legislative analyst, and Governor's analyst
- Reviewed fiscal operations to ensure integrity, accuracy, and control of data
- Developed budgets including fund allocation, revenue collection, budget projections, and expenditures
- Provided legislative guidance to the Executive Director and coordinated legislative activities with the Legislative Fiscal Analyst's office and the Governor's Office of Management and Budget
- Developed or modified rules, policies, or standards
- Interpreted, clarified, explained, and applied agency policy and procedures, business practices, federal or state laws, and regulations
- Analyzed, summarized, and reviewed data; reported findings, interpreted results, and made recommendations

Manager of Policy Research for the Utah Data Alliance

Utah System of Higher Education and the Utah College of Applied Technology: Salt Lake City, UT, 12/10 – 12/12

- Managed all phases of the educational research process for Utah System of Higher Education and the Utah College of Applied Technology including:
 - defining the research question(s)
 - conducting the data collection process
 - summarizing the results of the research in written, graphic and oral formats

- Made recommendations about issues derived from data and how to use data to improve higher education to policy makers
- Evaluated and report on the effectiveness of higher education policies, programs and initiatives
- Represented Utah System of Higher Education on state interagency committees
- Implemented strategies in support of state and system level initiatives
- Participated in other research and reporting efforts being conducted by the Utah System of Higher Education and the Utah College of Applied Technology

Senior Budget and Policy Analyst

Governor's Office of Planning and Budget: Salt Lake City, UT, 7/06 – 12/10

- Developed budget and related policy recommendations for the Governor for the Utah System of Higher Education, the Utah College of Applied Technology, the Utah Education Network, and the Medical Education Council
- Assisted the Utah Department of Transportation, Utah Department of Public Safety, Department of Environmental Quality, Utah National Guard, and the newly created Utah Department of Veterans' Affairs with creating an "Agency Balanced Scorecard" to identify and track performance metrics
- Acted as Team Lead with a group of analysts to review data and presentation of the Governor's budget recommendation book and Legislative summary book for publication
- Presented Governor's budget recommendations to appropriations subcommittee
- Met with and drafted written responses to constituents

Fiscal Analyst

Arizona Joint Legislative Budget Committee (JLBC): Phoenix, AZ, 7/05 – 7/06

- Developed the JLBC recommendation for the state Medicaid program; approximately \$4.2 billion
- Monitored spending of appropriated funds and presented briefs to the Legislative Budget Committee
- Reviewed and analyzed legislation with fiscal implications and prepared impact statements for legislators
- Researched proposed policy changes to the state's Medicaid program and drafted summary briefs on impacts

Research Assistant to Professor William Banks

Institute for National Security and Counterterrorism (INSCT): Syracuse, NY, 7/04 – 7/05

- Assisted in designing National Security Studies case study to train Department of Defense officials
- Researched journals and agencies regarding latest information on smallpox
- Compiled relevant data and drafted summary briefs for INSCT Director

Line Operator, Quality Assurance Resource/Net Contents Specialist, Materials Planner

Nestlé PowerBar: Boise, ID, 9/00 – 1/03; 5/03 – 6/04

- Led a cost savings net content program responsible for savings of more than \$100,000 per year

- Assisted in finding alternate suppliers resulting in an additional savings of \$20,000 per year
- Designed and implemented quality based programs and policies
- Trained PowerBar employees on new quality assurance programs and reviewed existing policies