

COURTNEY RICHARD WHITE

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PROFESSIONAL EXPERIENCE

2015-PRESENT

DIXIE STATE UNIVERSITY

ST. GEORGE, UT

CHIEF OF STAFF

- Direct the operations of the Office of the President
- Supervise the Dixie 2020: Status to Stature strategic plan implementation teams, management and budget, and annual report
- Chair the Institutional Effectiveness Taskforce
- Play an integral university leadership role including serving as: member of the President's Cabinet, member of the President's Operations Team, member of the University Council, liaison with the Board of Trustees, and other groups
- Serve as the President's representative on campus committees including: Institutional Assessment and Accreditation Committee, Retention & Student Success Committee, Policy Steering Committee, Enrollment Committee, Student Centered Committee, Space Committee, Data Committee, Leadership DSU Taskforce, Learning Vision 2025, NWCCU Reaffirmation Steering Committee
- Chair cabinet-level search committees as needed
- Attend campus and special events on behalf of the President
- Represent the President in resolving problems and complaints from internal and external constituencies
- Respond to daily requests for presidential assistance in handling inquiries and human resource matters
- Communicate on behalf of the President with local and regional officials and agencies
- Assist in the administration of special events for the Office of the President
- Manage and organize the annual retreats for the President's Cabinet and Board of Trustees

2014-PRESENT

SOUTHERN UTAH UNIVERSITY

CEDAR CITY, UT

ADJUNCT FACULTY, MASTER OF PUBLIC ADMINISTRATION PROGRAM

- Developed the curriculum, learning outcomes, and regularly teach the online MPA course, "Higher Education Law and Policy" offered for the first time at SUU Spring Semester 2015
- Selected and serve(d) as faculty committee member by MPA students for thesis/capstone projects

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2012-2015

UTAH SYSTEM OF HIGHER EDUCATION

SALT LAKE CITY, UT

ASSISTANT COMMISSIONER FOR POLICY & PLANNING

- Managed the USHE college and university presidential searches
- Supervised the development and maintenance of Regent policies by drafting and reviewing proposed policies and policy changes for consistency with statute and other adopted policies of the Board of Regents
- Coordinated and assisted with the strategic planning function of the Commissioner's Office and the Board of Regents
- Drafted, developed, and maintained Administrative Rules adopted by the Board of Regents, and coordinated with those adopted by sister agencies (UHEAA and UESP)
- Reviewed and provided advice to the Commissioner on proposed legislation and corresponding fiscal notes that would impact the Board of Regents or operations of the USHE and its institutions
- Conducted and assisted with research to provide policy options to the Commissioner and the Board of Regents
- Coordinated orientation for new Regents and Trustees
- Was the liaison with the Utah State Attorney General's Office

2010-2012

UNIVERSITY OF OREGON

EUGENE, OR

DIRECTOR OF STATE RELATIONS

- Was a registered lobbyist with the State of Oregon
- Directed the activities of the University of Oregon (UO) related to the Oregon State Legislature, state agencies and commissions, and the Oregon University System (OUS)
- Worked closely with the Office of the President and accompanied the President on frequent visits with legislators, higher education board members, and other policymakers
- Managed, strategized, and conveyed university positions on legislation and issues involving the Governor, the Oregon State Legislature, the OUS, and state agencies
- Represented the university as a member of the OUS Legislative Advisory Council
- Provided and/or coordinated the university's testimony before legislative committees
- Managed the annual UO lobby day at the Capitol
- Managed the university's advocacy program of the Alumni Association Board, the Foundation Board, and external advisory groups of various UO schools and colleges
- Coordinated the university's representation to the State Board of Higher Education
- Chaired an internal legislative working group with representation from departments across campus to solicit legislative concepts, budget requests, and feedback on legislation

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2004-2010

UTAH EDUCATION ASSOCIATION

MURRAY, UT

DIRECTOR OF POLICY, NEGOTIATIONS, & LEGISLATIVE SERVICES

- Was a registered lobbyist with the State of Utah
- Lobbied the Governor, legislators, members of Congress, and other elected officials
- Provided testimony to the Utah State Legislature (variety of committees) and the Utah State Board of Education
- Assisted with the preparation of legislation and coordinated lobbying strategy
- Was a member of the Utah Education Association (UEA) strategic planning steering committee
- Interfaced with the Governor's Office of Planning & Budget/Legislative Fiscal Analyst
- Was media liaison for issues related to: education funding, finance, educator compensation and benefits
- Directed policy/research programs
- Provided annual training to the Board of Directors and other leaders
- Published and disseminated policy briefs, budget reports, and research analyses
- Coordinated internal and external public opinion polling
- Directed statewide bargaining activities and coordinated training for local leaders
- Selected as a participant to the Governor's Globally Competitive Workforce workgroup
- Served on the Family Investment Coalition, directed UEA retired member activities
- Served on the Educator's Mutual Insurance Association (EMIA) Pool Board

2004

NEVADA SYSTEM OF HIGHER EDUCATION

LAS VEGAS, NV

RESEARCH ANALYST, ACADEMIC & STUDENT AFFAIRS DIVISION

- Developed policy recommendations for the Nevada System of Higher Education (NSHE) Student Affairs Council and the Academic Affairs Council
- Received training for grant writing and College Goal Sunday at the Lumina Foundation
- Former member of the Nevada Millennium Scholarship Advisory Committee
- Interfaced regularly with Clark County School District and other school districts
- Served as advisor to the Nevada Student Alliance (campus student-body presidents)

2001-2003

OREGON UNIVERSITY SYSTEM

EUGENE, OR

ASSISTANT TO THE DEPUTY CHANCELLOR/GENERAL COUNSEL

- Assisted the general counsel with the analysis of administrative and legal issues
- Analyzed the effect of current system policies and procedures, administrative rules, and

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state and federal statutes and drafted new policies and procedures

- Reviewed contracts between the OUS and service providers
- Informed OUS universities of legislation and legal decisions that would impact them and advised of necessary institutional action
- Tracked and analyzed legislative bills and wrote speeches and press releases

2001

JAQUA & WHEATLEY, P.C.

EUGENE, OR

LAW CLERK

- Researched legal issues and wrote memoranda

2001 (SUMMER)

**UTAH STATE ATTORNEY GENERAL
EDUCATION DIVISION**

SALT LAKE CITY, UT

LAW CLERK

- Researched legal and legislative issues and wrote memoranda

2001 (SUMMER)

**CHIEF JUDGE MICHAEL R. HOGAN
U.S. DISTRICT COURT**

EUGENE, OR

JUDICIAL EXTERN

- Researched legal issues and wrote memoranda
- Attended court proceedings

1997-2000

UTAH SYSTEM OF HIGHER EDUCATION

SALT LAKE CITY, UT

RESEARCH ANALYST, BUDGET, FINANCE, & CAPITAL FACILITIES DIVISION

- Regularly prepared policy and budget reports in cooperation with the USHE institutions
- Drafted agenda items for the Commissioner of the USHE for Regents' Meetings
- Interfaced with NCES, WICHE, and NCHEMS on a variety of projects
- Participated in the State legislative appropriations hearing process
- Supported the USHE budget, finance, and institutional research processes

1996-1997

LAW OFFICES OF ARTHUR A. KUSIC, PC

HARRISBURG, PA

LEGAL ASSISTANT

COURTNEY R. WHITE, PAGE 5

- Participated in the resolution of client questions and concerns
- Aided in the preparation and filing of appropriate court motions

1995-1996

PARKER, MCKEOWN, & MCCONKIE

SALT LAKE CITY, UT

PARALEGAL ASSISTANT

- Worked with personal injury and medical malpractice client files
- Conducted client/customer service

1995 (SUMMER)

**UNITED STATES SENATE
SENATOR ROBERT F. BENNETT**

WASHINGTON, DC

INTERN

- Analyzed legislative topics, responded to constituent concerns
- Attended congressional committee hearings and senate floor debate

1995

UTAH STATE UNIVERSITY

LOGAN, UT

SPANISH CLASS TEACHING ASSISTANT

- Taught and tutored students in an undergraduate Spanish class

1994 (SUMMER)

SNOW COLLEGE

EPHRAIM, UT

COLLEGE RELATIONS COUNSELOR/UPWARD BOUND TUTOR-COUNSELOR

- Participated in the recruitment and orientation of prospective college freshmen
- Served as a peer counselor/tutor for high school students striving to be first-generation college students

1993

SOUTH SANPETE SCHOOL DISTRICT

MANTI, UT

SUBSTITUTE SCHOOL TEACHER

- Taught high school students

1987-1991 (SUMMERS)

SNOW COLLEGE

EPHRAIM, UT

CUSTODIAN

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- Cleaned and maintained campus buildings and facilities

EDUCATION

2003 **UNIVERSITY OF OREGON SCHOOL OF LAW** **EUGENE, OR**

DOCTOR OF JURISPRUDENCE

- Emphasis in education and business law
- Wrote legal memorandum addressing the constitutionality of student residency requirements for tuition classification purposes

2000 **UNIVERSITY OF UTAH** **SALT LAKE CITY, UT**

MASTER OF PUBLIC ADMINISTRATION

- Member of Pi Alpha Alpha National Honor Society
- Emphasis in higher education finance, budgeting, and educational administration
- Wrote master's thesis on performance based budgeting

1995 **UTAH STATE UNIVERSITY** **LOGAN, UT**

BACHELOR OF ARTS, LIBERAL ARTS AND SCIENCES, CUM LAUDE

- Served as President of the USU Student Alumni Association and Senior Class President 1994-95, member of USU Alumni Executive Council
- Member of Golden Key National Honor Society
- Minors in Spanish and business management

1993 **SNOW COLLEGE** **EPHRAIM, UT**

ASSOCIATE OF SCIENCE

- Awarded academic scholarship to Utah State University
- Member of Student Academic Council

OTHER

- Certified through the Haas School of Business at the University of California, Berkeley and Philanthropy University in fundraising
- Philanthropy University course ambassador
- Utah Valley Senior Executive Leadership Forum (UVSELF) mentor

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- Have a skillful knowledge of Lexis and Westlaw legal research databases, Microsoft Word, Excel, PowerPoint, Canvas, and Taskstream
- Voluntary representative, The Church of Jesus Christ of Latter-day Saints, Barcelona, Spain 1991-1993
- Proficient in Spanish
- Eagle Scout