

COURTNEY RICHARD WHITE

PROFESSIONAL EXPERIENCE

2015-PRESENT

UTAH TECH UNIVERSITY

ST. GEORGE, UT

ASSOCIATE VICE PRESIDENT OF EXECUTIVE AFFAIRS/CHIEF OF STAFF

- Direct the operations and communications of the Office of the President
- Secretary to the Board of Trustees: manage meetings, training, and onboarding
- Supervised the hugely successful “Status to Stature” 2020 strategic plan campus implementation, team management and budget, and annual report
- Play an integral university leadership role including managing meetings for and serving as a member of: President’s Cabinet, University Council, 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 Utah Tech Taskforce, Learning Vision 2025, NWCCU Reaffirmation Steering Committee, 2025 Strategic Planning Committee
- Chair the NCAA Division I Self-Study Committee; former Chair of the campus COVID-19 Taskforce, former Chair of the Institutional Effectiveness Taskforce
- 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; crisis management liaison
- Respond to daily requests for presidential assistance in handling relevant inquiries
- 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
- Coordinate and assist with campus marketing, communications, and public relations
- Manage and organize the annual retreats for the President’s Cabinet and the Board
- Recipient of the 2020 Bison Award for excellence in campus leadership

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 Spring Semester 2015
- Serve(d) as faculty committee member for MPA students’ 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 Utah System of Higher Education (USHE) college and university presidential searches
- Supervised the development and maintenance of Board of Higher Education policies
- Coordinated and assisted with the strategic planning function of the Commissioner's Office and the Board
- Drafted, developed, and maintained Administrative Rules adopted by the Board, 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 Higher Education or operations of the USHE and its institutions
- Conducted and assisted with research to provide policy options to the Commissioner and the Board
- Coordinated orientation for new Board members 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 a campus 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
- 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 state and federal statutes and drafted new policies and procedures

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- Reviewed contracts between the Oregon University System (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 for Board 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

- Participated in the resolution of client questions and concerns

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- 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

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

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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 Utah State University (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

- Nominated to be on the Northwest Commission on Colleges & Universities (NWCCU) Board of Commissioners
- Utah Valley Senior Executive Leadership Forum (UVSELF) mentor
- Utah Women's Leadership Exchange (UWLE) mentor
- Utah Tech University (UT) Leadership mentor
- Voluntary representative, The Church of Jesus Christ of Latter-day Saints, Barcelona, Spain 1991-1993
- Proficient in Spanish
- Eagle Scout