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PROFESSIONAL EXPERIENCE

Abilene Christian University, Abilene, Texas (August 2012 to present)

Executive Vice President

- Supervise Admissions, Marketing, Business Services, Auxiliary Business Services, Student Financial Services, and Student Life
- Serve as University liaison to several committees of the Board of Trustees
- Chair the Strategic Review Team comprised of the University's top administrators from across camps.

Oklahoma Christian University, Oklahoma City, Oklahoma (2007 to 2012)

Senior Vice President for Academic Affairs (June 2010 to July 2012)

Vice President for Academic Affairs (June 2007 to June 2010)

- Supervise deans of three colleges and graduate studies, the registrar, and directors of International Programs, the Honors, the University's student success (Bridge) program, library, Institutional Research, and the North Institute for Teaching and Learning
- Oversee 113 faculty members, 90 adjunct faculty members and more than 50 staff members in 21 departments
- Chair meetings of the faculty and numerous academic committees
- Oversee strategic planning for all academic programs
- Work with other offices on marketing, institutional fundraising and student recruiting
- Complete institutional reporting to various agencies and the Board of Trustees
- Serve as liaison to the Academic Affairs Committee of the Board of Trustees
- Serve as the liaison to the Higher Learning Commission
- Oversee the approval and implementation of new degree programs
- Oversee accreditation processes for various programs
- Serve on the President's Advisory Council and the University Cabinet
- Teach Business Law

Thomas Goode Jones School of Law, Faulkner University, Montgomery, Alabama

(2004 to 2007)

Associate Professor of Law

- Faculty Appointments Committee (Member, 2004 to 2005; Chair, 2005 to 2007)
- Curriculum Committee (Member, 2004 to 2006)
- Strategic Planning Committee (Member, 2004 to 2007)
- Institutional Review Board for Research (for Faulkner University) (Member, 2007)
- Wrote the Self Study for the Law School's successful accreditation application to the ABA (2005)
- Taught Contracts and Business Associations
- Served as faculty advisor to the Law Review
- Voted Professor of the Year by the Student Bar Association (2007)

Wal-Mart Stores, Inc., Bentonville, Arkansas (1994 to 2004)

Vice President, Benefits Compliance and Planning (2003 to 2004)

- Responsible for benefits planning and vendor relationships for the health, life, disability, pharmacy and dental plans for more than 1 million associates, with a total budget of more than \$550 million per year
- Conducted competitive bidding on several benefits programs, saving millions of dollars for the company and associates
- Supervised the compliance, appeals, open enrollment, life, disability, pharmacy, dental, COBRA, HIPAA, finance, accounting and plan design teams
- Supervised the communications team responsible for the associate handbook, open enrollment and other associate communications
- Engaged in government relations work at the state and federal levels, including legislative review and drafting, testifying and meeting with key officials
Vice President and General Counsel, Corporate Division, and Assistant Secretary (2000 to 2003)
Assistant General Counsel and Assistant Secretary (1999 to 2000)
Senior Corporate Counsel and Assistant Secretary (1997 to 1999)
Corporate Counsel and Assistant Secretary (1994 to 1997)
- Supervised the teams of attorneys, paralegals and staff responsible for Wal-Mart's corporate, international, tax, benefits, securities, mergers and acquisitions, financial services, information technology and intellectual property issues
- Handled all major financing transactions ranging from \$250 million to \$3.2 billion (1994 to 2002)
- Oversight of the legal work on several international acquisitions, including the acquisition named "Deal of the Year" by Euromoney and "Cross-Border Deal of the Year" by Mergers and Acquisitions magazines
- Drafted documentation for the largest minority bank syndication to that date
- Engaged in investor relations with shareholder groups and analysts
- Interacted daily with senior executives and board members
- Performed corporate secretarial work for Wal-Mart Stores, Inc. and numerous

subsidiaries

- Drafted annual proxy statement
- Secretary of the Audit Committee of Wal-Mart's Board of Directors (1994 to 2002)
- Secretary of the Compensation Committee of Wal-Mart's Board of Directors (1994 to 1996)

Other Wal-Mart Experience

- Member, Wal-Mart's Financial Risk Management Committee (2000 to 2003)
- Member, CEO's Key Leader Group and personally mentored by the CEO (2001 to 2002)
- Member, Diversity Committee and author of Wal-Mart's first diversity report (2002 to 2004)
- Many management courses including Six Sigma, Media Relations, and Leadership courses

United States Securities & Exchange Commission, Washington, D.C. (1988 to 1991)

Staff Attorney, Office of the General Counsel

- Brought administrative actions against audit firms for publicly traded companies
- Reviewed decisions from administrative proceedings before self-regulatory organizations, such as the NYSE
- Defended the SEC in litigation against it
- Handled Freedom of Information Act requests and appeals

Pray, Walker, Jackman, Williamson & Marljar, Tulsa, Oklahoma (1986 to 1988)

Associate Attorney (1987 to 1988); Law Clerk (1986 to 1987)

Deposed witnesses, responded to discovery requests, drafted pleadings and motions, argued motions and drafted appellate briefs in cases involving a variety of legal issues

EDUCATION

- Georgetown University Law Center, LL.M. in Securities Regulation, with honors (1992)
- University of Tulsa College of Law, Juris Doctorate (1987)
 - Tulsa Law Review (Note and Comment Editor, 1986 to 1987; Member, 1986 to 1986)
 - Order of the Barristers
 - Moot Court Team
- Oklahoma Christian College, Bachelor of Arts, with honors (completed degree in 2 years) (1984)
 - Student Government Secretary (summer 1983)
 - Regional Winner (6 states) in extemporaneous speaking and impromptu speaking (1983)

BAR MEMBERSHIPS

- Arkansas bar (1994, highest score on the bar exam)
- Oklahoma bar (1987)

PUBLICATIONS AND PATENTS

- Author, *Selecting Trustees and Setting Expectations*, Council of Christian Colleges and Universities (2013) (part of a series of training modules for members of Boards of Trustees at CCCU schools).
- Author, *The Corporation as Sovereign*, 60 *Maine Law Review* 129-164 (2008)
- Co-author with Dr. Robert Garis, *Leveling the Playing Field in the Pharmacy Benefit Management Industry*, 42 *Valparaiso University Law Review* 33-80 (2007)
 - Recipient of the 2008 Simonsmeier Award by the American Society for Pharmacy Law for outstanding scholarship in pharmacy law, food and drug law or drug policy in an English-language journal
- Author, *A Comparison of United States and United Kingdom Approaches to Board Structure*, 3 *The Corporate Governance Law Review* 93-113 (2007)
- Author, *The Top Ten Things Your In-House Counsel Wants From You*, 67 *Alabama Lawyer* 337-338 (2006), reprinted in the Practising Law Institute's Handbook, *What All Business Lawyers & Litigators Must Know About Delaware Law Developments* at 541 (2007)
- Author, *Faulkner University's Thomas Goode Jones School of Law Self Study* in Connection with Faulkner's Successful Application to the American Bar Association for Accreditation (2005)
- Holder, Patent Number 20050087461, System and Method for Holding Media Disks (issued 2005)
- Blog, International Corporate Governance, <http://internationalcorpgov.blogspot.com/> (2005 to 2011)
- Author, *Themes and Variations: The Convergence of Corporate Governance Practices in Major World Markets*, 32 *Denver Journal of International Law and Policy* 147-174 (2004)
- Author, *Auditor Whistle Blowing: The Financial Fraud Detection and Disclosure Act*, 17 *Seton Hall Legislative Journal* 91-136 (1993)
- Author, *The Ramshackle Edifice: Limitations Periods for Private Actions Under Rule 10b-5*, 28 *Duquesne Law Review* 1-40 (1989)

PROFESSIONAL AND COMMUNITY ACTIVITIES

- National Center for Children’s Illustrated Literature-Member, (2012-present)
- Member, Oklahoma Bar Association (1987 to present)
- Fulbright Specialist Program, Law Peer Review Committee for The Council for International Exchange of Scholars (2010 to present)
- National Ovarian Cancer Coalition (Dallas, Texas)-National Board of Directors:
 - Co-Chairman (2009 to present)
 - Board member (2008 to 2009)
 - Development Committee (2011)
- Active with the Oklahoma City Chamber of Commerce Advisory Board (2010 to 2012)
- Salt and Light Leadership Training, Class 2
- Member, Editorial Board of the *Journal of Faith in the Academy* (2009 to 2012)
- Christian Scholars’ Conference National Advisory Board (2007 to present)
- Member, American Association of Collegiate Registrars and Admissions Officers (2007 to present)
- American Society of Corporate Secretaries and Governance Professionals:
 - National Board of Directors (2003 to 2004)
 - Vice President of Programs, Oklahoma Chapter (2001 to 2002)
 - Vice President of Membership, Oklahoma Chapter (2000)
 - Secretary and Treasurer, Oklahoma Chapter (1999 to 2000)
- Arkansas Bar Association, Chairman, Business Law Section (1999)
- Professional Certifications from the Health Insurance Association of America:
 - Health Insurance Associate (2004)
 - Disability Income Associate (2004)
 - Disability Healthcare Professional (2004)
- Oklahoma Christian University:
 - Board of Trustees (2003 to 2007)
 - Board Secretary (2004 to 2005)
 - Student Affairs Committee (Member, 2003 to 2005)
 - Academic Affairs Committee (Member, 2005; Chair 2006 to 2007)
 - Board of Development (2002)

Other Information

- Quoted as a governance, international law, securities and ERISA expert in various media outlets
- Presenter and panelist at many seminars
 - Bible class teacher
 - Leadership Training for Christ Coach
 - Regularly host youth, college and care group events
- Lectureship and Ladies Day speaker at universities and congregations