
DOAJO¹ DAVID HICKS, J.D., LL.M.

Education

UNIVERSITY OF OKLAHOMA, COLLEGE OF LAW, *Norman, OK*

Masters of Law

CLEVELAND MARSHALL COLLEGE OF LAW, Cleveland State University, *Cleveland, OH*

Juris Doctorate degree

ARIZONA STATE UNIVERSITY, *Tempe, AZ*

Masters of Science degree Operations Management

Bachelor of Applied Science degree – Operations Management

Career

University of Laverne, La Verne, CA

General Counsel & Chief Human Resources Officer (2019-Present)

College of Law faculty (2020-Present)

Senior Level Administrator, reporting directly to the President. Administrate University's Legal Department and Human Resource Department, Office of Civil Rights and Title IX, and Compliance and Risk Department.

Develop various strategic visions in leadership, organization, and supervision for the Division of Legal Affairs. Advise the university President, the Cabinet, and the Board of Trustees.

Engage in Board and Faculty Senate Committee meetings to communicate legal strategy, provide legal updates, and propose new endeavors to ensure the university remains a strong higher educational institution.

Implement university-wide policies, as well as manage university-wide compliance and risk-management assessments.

KEY ACCOMPLISHMENTS

- Reorganized and improved the culture and operations of the university's Human Resources department

¹ First name, Doajo, is pronounced: *doe-wad-jo*.

- Advised and assisted with university-wide policy and faculty handbook and publication
- Co-led the reorganization of the university's six regional campuses and online programs.
- Led the reorganization of the university's law school.
- Engaged with a team to develop and implement the university's 5 Year Strategic Diversity Plan.

Utah Tech UNIVERSITY, *Saint George, UT*

General Counsel, Secretary to the Board of Trustees (2016-2019)

Chief Diversity Officer (2016-2018)

Adjunct Faculty (2016-present)

Senior Level Administrator reporting directly to the President. Administrate University's Legal Department, Campus Police Department, Title IX Officer, and Compliance and Risk Department.

Provide strategic vision, leadership, organization, and supervision for the Division of Legal Affairs. Provide administrative advice to Financial Aid; Student Records; Comprehensive Counseling; Career Services; Residential Life; Student Health Center; Student Union; Student Leadership and Engagement; Campus Diversity; Admissions/Recruitment; Judicial Affairs.

Participate in Board meetings and Faculty Senate Committee to communicate legal strategy, provide legal updates, and propose new endeavors to ensure university progress. Manage and mitigate legal issues for the university community as needed.

Provide leadership in establishing and realizing the university's enrollment goals through data analysis and campus-wide recruitment and retention efforts; evaluate admissions statistics to monitor and inform the administration, faculty, staff, and work collaboratively with all constituencies of the university to establish meaningful relationships that foster student success and achievement;

develop active student engagement throughout the university and community. Work collaboratively with the Office of Marketing and Communications to establish the university's brand and develop the Institution's diversity recruitment portfolio; and as the University's Chief Diversity Officer, implement initiatives to promote diversity in all aspects of the university's operations.

Maintain productive relationships with the community-at-large. Advocate for the university and advise Utah System of Higher Education (*the Board of Regents*) on vital issues. Assist the University's Foundation and Development office with fundraising. Collaborate with President on implementing and executing the strategic plan. Assist Provost with academic program development and student success.

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Implement university-wide policies, as well as manage university-wide compliance and risk-management assessments. Oversee University's Policy Committee. Assist with budgetary matters. Provide oversight for faculty diversity recruiting.

Advise the Vice President of Student Affairs and Dean of Students on complex and challenging investigations and appeal issues. Coordinate the operation of the compliance program and accreditation audits. Provide sound judgment on legal, business, and community relations that affect the university's public image.

Implemented diversity and inclusion strategies for faculty, staff, and students. Lead student diversity recruiting.

Classroom instructor for university's first course on Critical Race Theory for Criminal Justice department. Instruct Criminal Law course. Developed Risk and Compliance minor and curriculum for the College of Business.

KEY ACCOMPLISHMENTS

- Created the university's first Research Foundation and led the foundation as the Interim Director.
- Created the SoftCell LLC partnership, facility use agreement, and multimillion-dollar donation agreement.
- Negotiated a 10 million-dollar naming agreement.
- Led development of the inaugural Office of General Counsel, The Office of the Chief Diversity Officer, Title IX, Risk and Compliance, and Public Safety programs.
- Achieved successful growth of the Legal Department to include 5 attorneys, with continued potential to increase legal services to the university.
- Led initiative to implement the university's diversity climate survey, action plan, and the university-wide diversity retention plan (Faculty, Staff, and Students), and provided a complete analysis of the university's overall diversity retention atmosphere.
- Developed and implemented the university's 5 Year Strategic Diversity Plan.

CUYAHOGA COMMUNITY COLLEGE, *Cleveland, OH*

Deputy General Counsel & Executive Director (2014-2016)

District Director & Associate General Counsel (2013-2014)

Ohio Assistant Attorney General (2013-2106)

Adjunct Faculty (2013-2016)

Managed Legal Department's administrative operations and staff. Participated in Board meetings and Joint Faculty Senate Committee. Arbitrated employment matters and negotiated College's four Collective Bargaining Unit Agreements.

Conducted Student Legal Clinics and handled U.S. Department of Education Civil Rights matters. Served as Appeals Officer for 55,000 students. Advised college President, Provost, and Board of Trustees on academic, operational issues and college-wide budget.

Conducted Title IX investigations and appeals. Coordinated compliance and accreditation audit for 93 health-science programs. Represented College in litigation matters. Served as liaison with accrediting agencies. Advanced academic and employee policies and programs for the College. Classroom instruction on Criminal Law, Business Law, and Policing.

KEY ACCOMPLISHMENTS

- Led the restructuring of the Office of General Counsel, Risk Management, Compliance, and Business Continuity departments.
- Created the College-wide legal clinic program for students, faculty, and staff. Led initiatives, which increased overall student Access and Completion enrollment after an enrollment decline.
- Negotiated the College's four Collective Bargaining Unit Agreements.
- Negotiated three Presidential luncheons, which raised over 2.5 million dollars per luncheon.
- Negotiated the Mandal Honors program.

- Negotiated Fundraising events.
- Assisted with the implementation of the College's New Student Orientation Program.
- Assisted with the College's communication initiative.
- Assisted with the development of the College's curriculum for first-year Experience Program and implementation of the College's Strategic Plan.

SISTERS OF CHARITY HEALTH SYSTEM & *SISTERS OF CHARITY FOUNDATION, CLEVELAND, OH*

Associate General Counsel & Compliance Officer (2010-2013)

The Sisters of Charity Health System is a consortium of Hospitals that includes Independent Physicians Solutions and Providence Hospitals in Ohio and South Carolina. Simultaneously served as General Legal Counsel and Compliance Officer to address state and federal employment litigation and risk-management issues under this operational umbrella.

Directed labor union negotiations and arbitrations, employment, and healthcare litigation related to federal, state, and municipal laws. Managed internal and external Counsel for each entity. Performed risk management, compliance, and regulatory assignments. Drafted contracts and legal briefs. Conducted state and federal policy/regulation research.

Assisted the Sisters of Charity Foundation with Educational Grants for higher education programs and created partnerships with other higher education partnerships.

Created Articles of Incorporation and corporate filings as needed.

KEY ACCOMPLISHMENTS

- Managed endowments and the Health systems assets; and
- Created the Kellogg Foundation education Partnership; and
- Created the Cleveland State University education Partnership; and
- Created the Northeastern Ohio Medical University partnership; and
- Created the system-wide compliance and risk management program; and
- Negotiated the System's Collective Bargaining Unit Agreements; and
- provided oversight of the system's human resource department; and
- Effectively provide legal representation of the health system's Ohio and South Carolina hospitals, nursing homes, and assisted living facilities.

CLEVELAND MUNICIPAL COURT, *Cleveland*,
OH Staff Attorney (2009-2010)

Performed mediations for the court. Conducted Case Management Conferences. Drafted Judicial Orders, legal opinions, and memorandums. Liaised with State Attorney General's Office and federal agencies.

KEY ACCOMPLISHMENTS

- Assisted with the creation of the Cleveland Land Bank.
- Assisted with the City of Cleveland vs. Deutsche Bank Case.
- Successfully mediated hundreds of cases.
- Successfully assisted with the prosecution of criminal cases.
- Lead initiatives to improve the efficiency of the municipal court.

SALT RIVER POLICE DEPARTMENT, *SCOTTSDALE, AZ*
Federal /State Certified Officer (2000-2004)

Enforced federal and state laws. Conducted investigations involving criminal and civil matters and represented the government in asset-seizure hearings. Testified in federal and state courts, as well as grand juries. Presented cases to U.S. Attorney and State Prosecutor.

KEY ACCOMPLISHMENTS

- Created joint task forces with federal and state departments.
- Created the department's Community Action Team.
- Successfully wrote and received federal grant funding for department equipment and officers.
- Created the department's training and education program for officer advancement.
- Police Cross Recipient.
- First Pat Tillman Courage Award recipient for being shot in the line of duty.
- Successfully prosecuted federal and state cases.

UNITED STATES COAST GUARD

Medical Administrator (1993-2000)

Washington, District of Columbia, DC United States 1993-1995

Petaluma California 1995-1997

Governor's Island, New York, NY 1997-1998

Norfolk, Virginia 1998-2000

- Administrated daily operations of Coast Guard Medical Clinics. Worked with physician practices, oversaw personnel, budgeting, and billing.

- Created physician networks and healthcare agreements, capital equipment, outlays, planning, and patient flow. Coordinated the actions of all departments and ensured uniform functionality.

KEY ACCOMPLISHMENTS

- Managed and operated three Coast Guard medical units.
- Obtained and maintained U.S. Presidential Top Secret clearance.
- Worked at the White House and Pentagon.
- Assisted with Coast Guard-wide policies and procedures for healthcare.
- Effectively created healthcare provider agreements for Coast Guardsmen.
- Effectively reduced Coast Guard-wide healthcare expenditure.

Classroom Instruction*University of La Verne*

- Employment law – University of La Verne, College of Law

Utah Tech University

- Criminal Law – Utah Tech University
- Critical Race Theory – Utah Tech University
- Race and the Law – Utah Tech University
- Risk & Compliance Program – Utah Tech University
- Insurance Law – Utah Tech University

Cuyahoga Community College

- Criminal Law - Cuyahoga Community College
- Business Law - Cuyahoga Community College
- Community Policing - Cuyahoga Community College
- Public Administration - Cuyahoga Community College

Committee Service*Utah Tech University*

- Chair, Diversity Committee, Utah Tech University
- Policy Committee Advisor, Utah Tech University
- University Cabinet, Utah Tech University
- University Operations Team, Utah Tech University
- University Council, Utah Tech University

Cuyahoga Community College

- College-Wide Accreditation Committee- Cuyahoga Community College
- Faculty Senate Advisor- Cuyahoga Community College;
- Judicial Affairs Committee, Cuyahoga Community College;

- Behavioral Intervention Teams- Cuyahoga Community College

Presentations

- (2019) The General Counsel and Lawyers in Campus Positions Outside of the General Counsel's Office: Managing Expectations and Relationships and Avoiding Ethical Issues, National Association of College and University Attorneys (NACUA)
- (2018) Keynote Speaker, Utah Expect the Great, Salt Lake City, Utah
- (2018) Panel, Speaker, National Association of College and University Attorneys (NACUA)
- (2017) Speaker, First Amendment Speech and Academic Freedom, Utah Tech University
- (2017) Speaker, Diversity, Black Student Association, Utah Tech University
- (2016) Keynote Speaker, September 11th Memorial Event, St George, Utah
- (2016) Diversity panel speaker: Standing Rock, Utah Tech University;
- (2016) Employee Development Speaker: Email, Civility, Copyright, and Management Training, Utah Tech University
- (2016) Panel, Speaker, *Higher Education Construction Litigation*: National Association of College and University Attorneys (NACUA)
- (2015) Speaker, Annual Awards Banquet, Norman S. Minor Bar Association, Columbus, OH
- (2014) Speaker, Sacred Heart Annual Fundraising Event, Cleveland, OH
- (2013), Speaker, Sisters of Charity Health System Annual Gala, Cleveland, OH

Current and Past Community and Professional Engagement Activities

- Member, Association of University Technology Managers
- Member, National Association of College and University Attorneys
- Member, National Association of Diversity Officers in Higher Education (NADOHE)
- Member, American Council on Education
- Former Member, Board of Trustee, *Hitchcock Center for Women*, Cleveland, Ohio