

COURTNEY E. FOSTER

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EDUCATION

Certified Public Accountant, Currently Certified in Texas

License Awarded: 12-15-2009

- Complete 40 hours of Continuing Professional Education (CPE) every year.

Texas A&M University, College Station, TX

May 2008

Master of Science in Marketing

Bachelor of Business Administration in Accounting

Study Abroad Experience, Cuernavaca, Mexico

Summer 2005

- Advanced my level of proficiency in Spanish while living in the town of Cuernavaca, Mexico for five weeks with a local, host family and attending the Kukulcan Language Institute.

WORK EXPERIENCE

Texas A&M University, College Station, TX

Summer 2012 – Present

Societal Impact Statement: The entirety of my academic career is devoted to teaching and mentoring students. My education, as well as, my diversified, employment experience, adds depth to my accounting lectures, explaining not only the technical aspects of accounting, but also including presentations derived from both textbook and real-world foundations. The election to communicate through short texts, emails, website postings, and virtual environments has often impaired the ability of our students to communicate concisely, correctly, and, most importantly, convincingly, using the spoken word in the face-to-face encounters they inevitably experience. To positively impact this need, I designed and currently teach a curriculum to reinforce effective, verbal communication skills important in all aspects of our student's lives: academically, professionally, and personally. Outside of the classroom, I encourage my students to seek mentorship from other leaders in their areas of interest for added perspective, and often time clarity, in their upcoming, professional endeavors. When students ask for my mentorship, I draw upon my employment/industry understandings, along with my personal experiences, and I willingly, but humbly offer advice and honest guidance.

Lecturer, James Benjamin Department of Accounting

Summer 2012 – Present

- Designed and currently teach, Critical Communication Skills for Accountants (ACCT 421) to approximately 300 Undergraduate students per calendar year, which focuses on the development of oral and written communication skills necessary for successful careers in public and corporate accounting.
 - Prepared innovative lesson plans consisting of more impromptu/spontaneous speaking opportunities.
 - Revised Course to include an emphasis on virtual presentations and virtual meetings using Zoom.
 - Implemented additional preparation/participation activities using the PitchVantage software.
 - Assisted in the collection of students, oral, communication skills development data using an AAC&U, inspired rubric which was submitted to the OIEE.
- Developed and currently teach, Accounting Concepts & Procedures I (ACCT 640) to approximately 375 Graduate students per calendar year, which focuses on the accounting concepts and relationships essential to administrative decisions; use of accounting statements and reports as policymaking and policy execution tools.
 - Transitioned the course from a traditional, face-to-face, instructional classroom/method, to an asynchronous, online-based learning environment.
 - Online-based learning environment includes lecture videos covering textbook information, examples, quizzes, exams, projects, discussion forums/feedback, and more.
- Collaborated with other Accounting Department faculty members and currently teach Principles of Accounting (ACCT 229), to approximately 150 Undergraduate students per calendar year, which focuses on the recording and reporting of business transactions and the analysis and use of financial statements.
 - Transitioned a section of this course from a traditional, face-to-face, instructional classroom/method, to an asynchronous, online-based learning environment.
 - Online-based learning environment includes online, lecture videos covering textbook information, examples, quizzes, exams, projects, discussion forums/feedback, and more.

- Attached the HonorLock extension on all Exams to assist in securing online-testing surroundings, confirming registered students/test takers, and to help maintain the integrity of Exams.
- Taught Energy Industry (BUSN 302), to approximately 50 Undergraduate students per calendar year, which focused on the different aspects of the Oil & Gas Industry, as well as lead networking events between current students and Industry Executives.
- Assisted in the coordination of 4 business school case competitions which served as a high-impact learning experience with real-world executive exposure for the participating students.

Mays Digital Learning Committee Member, Mays Business School

Spring 2020 - Present

- Assigned to the Mays Digital Learning Committee as the Representative from the James Benjamin Department of Accounting.
 - Attended monthly meetings which discussed current and future technical implementations for each Department of the Mays Business School.
 - Collaborated with other department representatives about which digital operations were effectively working and which needed improvement.
 - Reported, to the Accounting Department Head and the Assistant Department Head, technical/digital updates important for faculty and staff members.

Additional Support Roles

Spring 2020 – Present

- Facilitated the conclusion of the ACCT 209 Spring 2020 course, to approximately 1,000 students.
 - Recorded lecture videos, uploaded quizzes, & final exam material.
 - Communicated with students, during remaining weeks of course, and throughout grading period.
- Hosted & co-hosted several online-trainings covering Zoom (virtual meeting platform) capabilities and functionalities.
- Converted and transitioned the ACCT 421, 2020 Summer Session II online course, to the new, Learning Management System (LMS) called Canvas.
 - Lead online-trainings highlighting Canvas operations for Accounting faculty and staff members who intended to transition their courses to Canvas for the Fall 2020 semester.
 - Supported faculty members with Canvas-related issues during Fall 2020 semester.
- Interviewed approximately 20 students applying for the Professional Program in Accounting.

Landmark Field Services, Inc., Pennsylvania/West Virginia

Spring 2010 – Summer 2012

Records Supervisor

Fall 2011 – Summer 2012

- Prepared binding, legal documents between landowners and natural-gas company clients after all terms are negotiated and agreed upon for acquisition of pipeline rights-of-way, compressor sites, surface/valve sites, and/or electrical transmission lines.
- Calculated payment amounts for landowners, covering 9 counties in Pennsylvania and West Virginia involving bonus money allocations for the initial, signed, right-of-way option, followed by the full, agreed-upon compensation at time of pipeline construction.
- Accounted for and maintain complete and accurate landowner records database including signed agreements, recorded memorandums, right-of-way payments, maps/exhibits, title research, and more.

Title Agent

Spring 2010 – Fall 2011

- Performed surface-title research on numerous properties in 5 counties in Pennsylvania and 2 counties in West Virginia, which included determining current ownership, shape and acreage of property, and identification of existing easements, rights-of-way, and/or oil and natural gas leases.

Ernst & Young, Fort Worth, TX

Fall 2008 – Spring 2010

Audit Experienced Associate, Assurance Service

Industry Experience: Oil & Gas, Retail, and Consumer Goods

- Early promotion to Senior Associate to manage a public engagement, then becoming responsible for supervising 2-3 staff members/interns, coordinating with audit managers and audit partners, and managing day-to-day activities for engagements which included completing projects on time and within budget.
- Performed annual audits and quarterly reviews of public and private companies which include completing Sarbanes-Oxley 404 internal control and compliance testing.
- Developed strong relationships with all audit clients by maximum effort to understand their needs.

Audit Intern, Assurance Services, Chicago, IL

Spring 2007

- Completed a challenging, ten-week Audit Internship that consisted of working with large teams at different Ernst & Young client sites.
- Achieved a competency in high-level audit procedures, Sarbanes-Oxley and year-end compliance work, while also developing professional communication skills with co-workers and clients.

Texas A&M Career Center, College Station, TX

Summer 2007 - Spring 2008

Graduate Assistant, Business Career Services

- Prepared and presented approximately 10 career-oriented presentations per semester.
- Edited current and former student resumes and other career related documents to assist graduates in gaining challenging, employment positions.
- Compiled and analyzed undergraduate graduation statistics, relied upon by the Dean's Office and the Career Center, to rank Mays Business School amongst its peers.

LEADERSHIP ACTIVITIES

Professional Program in Accounting – Mays Business School

Spring 2006 – May 2008

Group XV Member

- Accepted into Texas A&M's Professional Program to become a highly-skilled professional, ready to compete, succeed, and lead in today's high-technology, competitive global business environment.

Texas A&M University - Collegiate Panhellenic Council

2006

President

- Managed the operations of the Collegiate Panhellenic Council representing over 2,000 members. Public relations and communications on behalf of the Council by participation on University committees and at University functions.

Kappa Alpha Theta - Delta Omega Chapter

2003-2007

Vice President of External Relations

- Oversaw a committee responsible for all external and public relations with other Greek organizations and the Bryan/College Station Community.
- Acted as the chapter's liaison for Texas A&M's Collegiate Panhellenic Council.

AWARDS AND HONORS

Texas A&M Greek Woman of the Year

Fall 2006

National Society of Collegiate Scholars

Fall 2004 – Spring 2008

Texas A&M Distinguished Student

Fall 2003

**Recommendations available upon request*