

Richard Nixon Presidential Library  
Contested Materials Collection  
Folder List

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10	23		<input checked="" type="checkbox"/>	Personal	Other Document	Higby's resume. 3 pgs.
10	23	5/30/1973	<input type="checkbox"/>	Personal	Letter	From Higby to David Wilmot RE: thanks for information on Georgetown Law School. 1 pg.
10	23	5/29/1973	<input type="checkbox"/>	White House Staff	Memo	From Higby to Clawson RE: obtaining copies of "Doonsbury" cartoons depicting Haldeman. 1 pg.
10	23	5/29/1973	<input type="checkbox"/>	Personal	Letter	From Higby to Wally McNamee RE: congratulations on the latter's recent award. 1 pg.

LAWRENCE M. HIGBY

ADDRESS: 5002 Brookeway Drive  
Bethesda, Maryland 20016

PHONE: 456-2316 (office)  
229-0680 (home)

DATE AND  
PLACE OF BIRTH: June 15, 1945  
Pomona, California

FAMILY: Married Dolores V. Bramblett  
One daughter, Jennifer Laura (2 yrs.)

EDUCATIONAL BACKGROUND:

9/60 - 6/63 Ganesha High School  
Pomona, California  
Class Standing: top 1% (10th out of 500)

6/63 - 6/67 University of California at Los Angeles  
Los Angeles, California  
BS Political Science  
Minor - Psychology  
Class Standing: top 25%

9/67 - 6/68 University of California at Los Angeles  
Graduate School of Business  
Los Angeles, California  
One year completed of 2 year MBA Program.  
Class Standing: top 25%

SCHOLASTIC HONORS:

Graduated as Outstanding Senior of Class of 1967 - UCLA.  
Member of Blue Key - Senior Men's Honor Fraternity. Cal Club -  
Organization composed of outstanding students in scholastics  
and extra curricular activities for all University of Cal Campuses.  
Member, Lower Division of Men's Honor Fraternity.

OFFICES HELD:

Vice President, UCLA Student Body.

General Representative, Student Legislative Council.  
Involved in sending out student listening posts throughout campus. Represented the University at several conferences.

Co-Chairman of 1966 Colloquium on Education, the first ever held at UCLA.

Participated in faculty/student conferences on various educational programs at Arrow Head Center, including institution of the pass/fail grading system.

Member on Executive Board of Alumni Association.

Member Sigma Nu Fraternity.

BUSINESS EXPERIENCE:

2/73 - Present      Deputy Assistant to the President  
The White House  
Washington, D.C.

Responsible as Mr. Haldeman's deputy for operation and coordination of all offices that reported to Mr. Haldeman.

1/69 - 2/73      Administrative Assistant to H. R. Haldeman  
The White House  
Washington, D.C.

Mr. Haldeman was an Assistant to the President and during this time period I worked on numerous projects including the organization of the White House Staff, personnel, traveled to China, Russia, Europe and almost every trip the President has taken since 1968. I was generally responsible for office operation and coordination of all offices reporting to Mr. Haldeman.

6/68 - 12/68

Aide to Chief of Staff  
Committee to Elect Richard Nixon

Responsible for administration  
on a daily basis for all areas  
that reported to the Chief of Staff,  
i.e. speech writing, schedule,  
political affairs etc. Traveled with  
the candidate during entire campaign.

9/67 - 6/68

Executive Assistant, Jr. Walter Thompson Co.  
Los Angeles, California.

Worked closely with the Chief Executive  
and Manager in developing new business  
opportunities as well as handling basic  
administrative assignments and special  
projects.

6/66 - 9/67

Director of Summer Intern Program  
Auto Club of Southern California  
Los Angeles, California

Summer Position.

6/63 - 6/66

Ride Operator  
Disneyland  
Anaheim, California

Summer Position.

CP  
May 30, 1973

Dear Mr. Wilmot:

I want to thank you for taking time out of what I know is a very harassed and busy schedule to talk to me about admission to the Georgetown Law School Evening Program this Fall. I apologize for not having more transcripts and other material available to you, but as I indicated they will be forwarded shortly.

I understand the problems created by my not making the LSAT until July, but hope that this will not be a substantially detrimental factor in your determining my acceptability for admission.

If any other questions should arise, I would appreciate your giving me a call.

Best wishes,

Sincerely,

Mr. David Wilmot  
Director of Admissions  
Georgetown Law School  
600 New Jersey Avenue, NW  
Washington, D.C. 20001

28  
May 29, 1973

MEMORANDUM FOR:

KEN CLAWSON

FROM:

L. HIGBY

Apparently there were two Doonsbury cartoons, either Thursday and Friday of last week or Friday and Saturday involving Bob Haldeman. If at all possible I would like to obtain the originals of these cartoons for Mrs. Haldeman and would need them by June 5. I would appreciate any assistance you can give me in obtaining these cartoons.

May 29, 1973

Dear Wally:

I just happened to read about your dual award from the White House News Photographers and the New York Newspaper Guilds. Frankly, I couldn't agree more with their assessment of your talents and want to offer my belated congratulations.

Best wishes,

Sincerely,

Lawrence M. Higby  
Deputy Assistant  
to the President

Mr. Wally McNamee  
NEWSWEEK  
1750 Pennsylvania Avenue, NW  
Washington, D.C.