

SEARCH PROSPECTUS:

Vice President for Business and Finance



COLUMBUS STATE

UNIVERSITY

TABLE OF CONTENTS

The Search	3
The University	4
About the President Strategic Plan	5
CSU Today The Vice President for Business and Finance	6
Reporting Structure for the VPBF	7
Essential Functions of this Position	8
Minimum Qualifications	9
How to Apply	10

THE SEARCH

Columbus State University seeks nominations and applications for the position of Vice President for Business and Finance (VPBF). Reporting directly to President Christopher Markwood and serving as a member of his Executive Leadership Team, the VPBF serves as the Chief Business and Financial Officer of the University. The successful candidate will be a collaborative, innovative and entrepreneurial leader as well as an experienced and proven finance professional who will provide executive leadership as the University builds on its reputation as a thriving regional comprehensive institution. The next VPBF is expected to take office in late summer 2019.

The VPBF is charged with ensuring the effective and efficient use of institutional resources by instituting appropriate policies and procedures. The position oversees the management of budget and planning, human resources, accounting services, internal controls and enterprise risk management, procurement and property control, campus auxiliary services, environmental health and safety, sustainability, and the maintenance

and construction of campus facilities. The Vice President works collaboratively with the Vice President of University Advancement to oversee Columbus State University Foundation's financial management functions and provides business leadership in other foundation matters.

Columbus, Georgia is recognized as a vibrant community with an active downtown, 22 miles of paved pathways along the Chattahoochee River, and the longest urban whitewater rafting run worldwide. The city is located 100 miles southwest of Atlanta with a population of approximately 200,000 citywide and 350,000 in the greater metropolitan area. It offers extensive outdoor recreation and cultural opportunities that include Columbus State University's College of the Arts' multiple venues, the Columbus Museum, the Coca-Cola Space Science Center, the National Infantry Museum and Soldier Center, Columbus Symphony Orchestra, the RiverCenter for the Performing Arts, Columbus Ballet, Springer Opera House, and more. For more information, please visit: <http://visitcolumbusga.com>.



THE UNIVERSITY

Founded in 1958, Columbus State University (CSU) is a comprehensive, residential university with an enrollment of nearly 8,100 and is part of the University System of Georgia. CSU offers 46 undergraduate and 42 graduate degrees in the College of the Arts, College of Education and Health Professions, College of Letters and Science, D. Abbott Turner College of Business, The Graduate School, and Honors College. The institution has 300 full-time faculty and 495 full-time staff.

CSU is ranked among the top public regional universities in the South by U.S. News & World Report and is recognized for creativity, collaborations, and pioneering education. It is among the nation's 100 Most Affordable Colleges and Universities (www.collegeconsensus.com) and has among the 30 Best Online Master's Degrees in Science Education in the country (www.bestvalueschools.com). Celebrating its 60th anniversary, CSU has a distinctive record of partnerships and outreach, including: Coca-Cola Space Science Center, Oxbow Meadows Environmental Learning Center, Georgia Film Academy, and the Bo Bartlett Center (an interactive gallery space). Serving the Southeast, the University attracts students from around the world.

The University has two primary campus locations: the original campus on 150 acres in midtown Columbus and another campus in downtown Columbus, known as the RiverPark campus.

The main campus

CSU's humble origins belied its 21st Century promise. Opening its doors in 1958 in a renovated hosiery mill, Columbus College moved about four years later to its current main campus just off I-185. CSU has grown dramatically, and the University now has 150 beautifully landscaped acres in the middle of Columbus on its main campus as well as more than a dozen buildings in the historic district

downtown in an area called CSU RiverPark. The University has a presence in England, where CSU is one of only a few American universities with its own house near Oxford University.

Most classes are still taught on main campus, where more than \$60 million in improvements have resulted in upgraded facilities, technology and learning spaces for students. The Simon Schwob Memorial Library is being renovated starting in 2019.

With these buildings, a recently renovated intramural field, a new soccer complex, a student center, classrooms, laboratories, offices, auditoriums, cafeterias and other gathering areas, students have a wide variety of choices for study and comfort.

RiverPark campus

The RiverPark campus has both renovated and newly built facilities overlooking the Chattahoochee River and includes:

- Frank Brown Hall, which houses the College of Education and Health Professions and includes a state-of-the-art nursing simulation lab.
- Riverside Theatre Complex, a new stage for students in CSU's nationally-recognized Department of Theatre.
- Corn Center for the Visual Arts, the home of galleries that feature the work of visiting artists and students in CSU's Department of Art.
- RiverCenter for the Performing Arts, a state-of-the-art performing arts complex where the Schwob School of Music is housed.
- Housing for students and a parking garage to serve the campus community and the public.

For more information, please visit:
www.columbusstate.edu.

ABOUT THE PRESIDENT

Dr. Christopher L. Markwood became CSU's fifth president on June 1, 2015 and has been named as one of Georgia's 100 most influential people by Georgia Trend Magazine. He and his family are active participants on campus and in the Columbus community. One of Dr. Markwood's first priorities has been expanding a strong town-gown relationship.

Before moving to Georgia, Dr. Markwood served as provost and vice president for academic affairs at Texas A&M University-Corpus Christi from 2011-2014. He was interim chancellor (August 2010 – March 2011) at the University of Wisconsin-Superior, in addition to serving as provost, vice chancellor for academic affairs and dean of faculties from 2006-2010.

STRATEGIC PLAN

Shortly after President Markwood arrived, he initiated a new and bold strategic plan entitled "Imagine Your Impact (2018-2023)." The plan is a roadmap for CSU's emergence as one of the South's most creative and impactful regional universities.

This plan addresses the institution's mission, vision and values with emphasis on the following six strategic initiatives:

- Academic Excellence
- Student-Centered Campus
- Innovation and Creativity
- Partnerships
- Leadership
- Institutional Sustainability

For more information about the strategic plan, go to www.columbusstate.edu/strategicplan.

VISION:

Columbus State University will be a model of empowerment through transformational learning experiences that prepare students to serve the world as creative problem-solvers and high impact leaders.

MISSION:

Columbus State University will empower individuals to contribute to the advancement of local and global communities through an emphasis on excellence in teaching and research, lifelong learning, cultural enrichment, public/private partnerships and service to others.

VALUES:

- *Excellence*: commitment to best practices in teaching and learning, scholarship and creative activity, student engagement, cultural enrichment and campus environment
- *Engagement*: Active civil participation by students, faculty and staff in the university experience
- *Creativity*: the pursuit of distinction through inquiry and innovation, challenging convention and focusing on solutions
- *Servant Leadership*: Effective, ethical leadership through empowerment and service
- *Inclusion*: Fostering and promoting a campus that embraces diverse people, ideas, views, and practices
- *Sustainability*: Commitment to behaviors that recognize and respect our environmental context

CSU TODAY

As a publicly funded institution, CSU, like most public institutions, has had to address a steady reduction in state support. As with public higher education generally, CSU relies on two primary sources—student tuition and fees and state appropriations—for its operating budget. The University has responded to reduced public funding by strengthening its commitment to fiscal discipline, instituting process improvements across campus to more effectively and efficiently serve students, and identifying avenues of innovation to secure external funding. This is particularly evident in the University's visible presence in downtown Columbus and especially in the vibrancy of the RiverPark campus.

President Markwood and his leadership team are deeply committed to ensuring excellent town-

gown relationships. The University is the second biggest employer in the city of Columbus, and the institution's relationships with TSYS, Aflac, Synovus Bank, W. C. Bradley Company, Pratt & Whitney, and many other companies and organizations in Columbus are among the many examples of vibrant and highly successful town-gown partnerships. The University is committed to relationships that bring experiential and cultural enrichment opportunities to the University and its associated local and global learning communities. CSU celebrated the conclusion of its highly successful "First Choice" \$120 million campaign in April 2019. This was the second campaign that exceeded \$100 million in the institution's 60-year history. A significant portion of the "First Choice" campaign funds are earmarked for capital projects.

THE VICE PRESIDENT FOR BUSINESS AND FINANCE

Reporting to the President, the VPBF works collaboratively with the University's Executive Vice President/Provost and vice presidents to provide strategic and operational leadership in support of the CSU's mission, vision, and goals. The VPBF serves as a member of the Executive Leadership Team and works in tandem with them towards achieving the strategic goals outlined in the strategic plan. Additionally, the VPBF has primary responsibility for the University's financial and internal controls and represents the institution on matters related to business operations, budget, finance, and capital financing.

The Vice President provides stewardship for the University's total campus operating budget of approximately \$130 million, which consists of state support, tuition and fees, interest income, and other support funds. The VPBF will also work with the four CSU foundations which in total receive average gifts of \$9 million annually and \$6 million in rent revenues, and have combined total assets of approximately \$240 million. In addition, the foundations have a total of approximately \$70 million in endowed assets.

The Vice President works closely with officials of the University System of Georgia and local, state, and federal government organizations. In addition, the VPBF must be committed to diversity and inclusion in all business and finance operations of the University.



REPORTING STRUCTURE FOR THE VPBF

Direct reports to the VPBF include: the Associate Vice President for Business and Finance, the Director of Enterprise Development, the Director of Human Resources, the Executive Director of Facilities, the Director of Risk Management and the Executive Director of University Support Services.

The Vice President for Business and Finance (VPBF) has executive and operational responsibility for the following functions:

Human Resources

- Oversees the hiring and employment processes of the University, including policy and legal issues. Human Resources also oversees the employee evaluation system and ensures that employees receive a wide range of benefits.

Financial Services

- Supports student and non-student related finances, University budgeting, purchasing, day-to-day data entry and accounting.

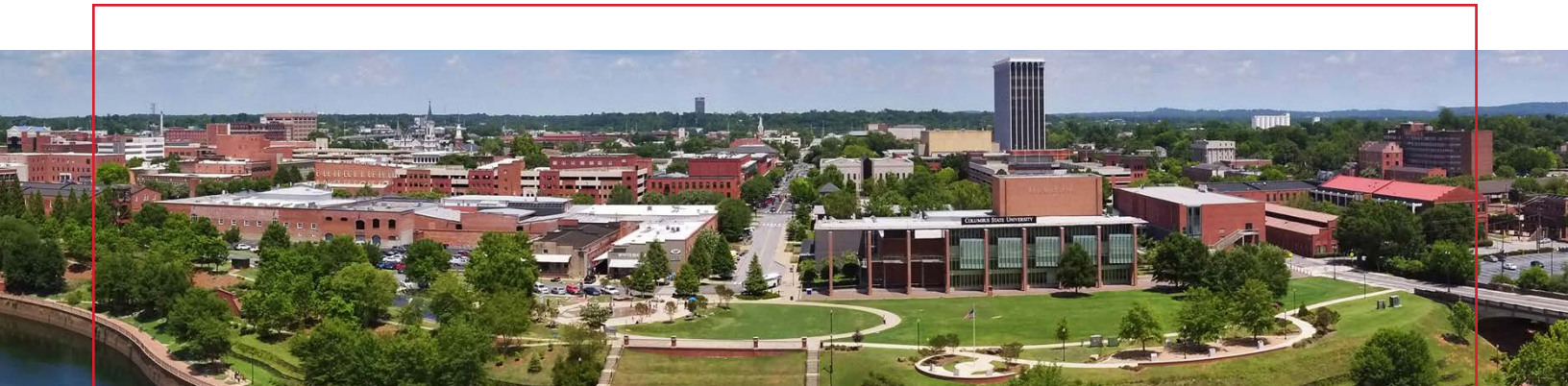
Facilities

- Maintains buildings on CSU's main and RiverPark campuses, as well as those campuses' exterior environments. Plant Operations also oversees a wide range of operational services, encompassing automotive, van and bus support; safety and right-to-know issues; and planning for future plant expansion.
- Campus Services provide a campus environment that facilitates CSU's mission of excellence within the faculty, staff, and student communities.
- The Planning and Development Department supports the academic and administrative mission of CSU through the advancement of the goals and programs of the University's colleges, schools and departments.

Enterprise Development

- Manages campus auxiliary services including the bookstore, dining services, vending, and car rental programs. Also develops licensing opportunities for CSU intellectual property, University, and athletic logos.





ESSENTIAL FUNCTIONS OF THIS POSITION

CSU seeks an outstanding and collaborative leader with a keen appreciation of the University's distinctive mission and a desire to create and maintain a quality teaching and learning environment. This leader:

- Provides strong creative and collaborative leadership for the business and financial planning and accounting functions of the University to attain strong operating results, an innovative capital financing plan, and creative solutions to financial challenges for the institution.
- Oversees an administrative portfolio that includes the following areas and functions: Budget and Finance, Facilities and Operations, Risk Management, Human Resources, and Support Services.
- Creates a climate of trust, transparency and openness by working collaboratively and communicating frequently with shared governance groups, with department and unit leaders, and with executive leaders.
- Develops and sustains a culture of excellence that encourages empowerment.
- Cultivates a positive working relationship across the University to promote a climate of customer service, innovation, and quality services.
- Serves as a strategic advisor to the President and the Executive Leadership Team in providing input on administrative, financial, and operational matters.
- Promotes an entrepreneurial spirit and contributes to the development and implementation of the University's strategic plan, especially as it relates to the assessment of medium- and long-range fiscal and capital needs.
- Maintains and advocates the highest level of stewardship, compliance, integrity, and transparency in all areas.
- Designs and directs the implementation of the University's capital financing strategies in coordination with the University System of Georgia to support capital needs on campus.
- Assures compliance with all policies of the University System of Georgia in the areas of finance, accounting, budget, and facilities operation; and represents the University in system and state-wide committees in developing new policies.
- Develops and implements the University's budget plans in collaboration with the President and Executive Leadership Team.
- Develops reporting systems and processes to assure that the President and Executive Leadership Team are fully informed of the financial impacts of decisions.
- Remains current and knowledgeable in industry standards, trends, and emerging practices to position the University at the leading edge in higher education.
- Serves as the primary point of contact to the University System of Georgia, State agencies, and University stakeholders on financial and business matters.
- Performs other duties as assigned.

MINIMUM QUALIFICATIONS

- Master's degree from an accredited institution of higher education in a relevant field.
- Demonstrated success in a similar setting with a minimum of five (5) years of related experiences that demonstrate leadership, management, and fiscal acuity.
- Demonstrated success working in collaborative partnerships in a complex university setting or business.
- Excellent communication skills with a demonstrated ability to work collegially with a wide and diverse constituency.
- Demonstrated success mentoring and supporting the professional growth and development of staff under his/her supervision.
- Demonstrated entrepreneurial and growth mindset and innovation in financial management and business affairs.
- Demonstrated history of effectively leading strategic resource planning and budgeting.
- Demonstrated history of reliable judgment, sound discretion, and excellent interpersonal skills to interact with students, faculty, staff, community leaders, and varied constituencies of the University.
- Demonstrated up-to-date knowledge of finance and business operations in higher education.
- Demonstrated effective leadership, communication, team building, and organizational skills.
- Demonstrated commitment to advancing workforce diversity.
- Demonstrated ability to develop, analyze and implement long-term sustainable financial models.
- Ability to perform advanced analytics in support of strategic decision-making.
- Ability to present complex information in a readily understandable format to various audiences, including students, faculty, staff, the University System leadership, and community stakeholders.
- Student financial aid experience in a university setting is preferred.





HOW TO APPLY

CSU is being assisted by Academic Search, Inc. Applications should consist of a substantive cover letter, a curriculum vitae, and a list of five professional references with full contact information. No references will be contacted without the explicit permission of the candidate. Applications, nominations, and expressions of interest can be submitted electronically, and in confidence, to:

ColumbusVPBF@academic-search.com

The position is open until filled but only applications received by June 25, 2019 can be assured full consideration. Confidential discussions about this opportunity may be arranged by contacting consultants Maya Ranchod Kirkhope at mrk@academic-search.com or (703) 380 9195 or Jairy Hunter at jch@academic-search.com or 843-693-2658.

Columbus State University is an Affirmative Action/Equal Opportunity Employer, committed to diversity in hiring.

ABOUT ACADEMIC SEARCH

Academic Search, Inc. is assisting the Columbus State University in this work. For more than four decades, Academic Search has offered executive search services exclusively to institutions of higher education. Academic Search was founded on the principle of strengthening higher education leadership through professional search services. We are the only search firm in the nation with a formal relationship to a premier leadership development program. As the subsidiary of the American Academic Leadership Institute (AALI), Academic Search provides substantial financial support to a number of leadership identification, development, and support programs across all sectors of public and private higher education. For more information, visit <http://www.academic-search.com/>.

ACADEMIC SEARCH

Identifying leaders for higher education since 1976.

Committed to identifying and
DEVELOPING LEADERSHIP by
providing the highest level
of search to our clients and
assisting in ENRICHING
THE PIPELINE
of potential leaders
in higher
education.

