

Index A10626 - VP for Finance

Purpose of the Area

To oversee the University's fiscal and fiduciary responsibilities, in conjunction with the Board of Trustees and the Finance and Audit Committees; ensure compliance with all federal, state and local laws; provide leadership to the Controller, Budget, Internal Audit and the Treasurer; provides leadership to Information Technology and Supply Chain Management; works closely with the University Foundation's Investment Committee & Real Estate corporation; & works with UTIE.

Tie In With Strategic Plan

Primarily tied to the following core values of Directions 2011: 1) Compassion, Professionalism and Respect; 2) Discovery, Learning and Communication; 3) Diversity, Integrity and Teamwork; and 4) Excellence, Focus and Innovation with the intent to proactively provide effective and efficient financial services to our internal and external constituents, this position provides the financial strategic planning to ensure funds are available to support the University's Strategic Plan and used in accordance with University policy.

Employees

David O. Dabney, CFO & VP for Finance

Joanne Houser, Sr. Financial Analyst	Assists the CFO & VP with specific projects, works with managers in the Finance areas to achieve specific projects, and provides special analyses, financial projections, and management reports to support data-driven decision-making for the CFO & VP.
Sandra Manton, Executive Assistant to CFO & VP	Manage the administrative operations and facilities of the Finance Departments and coordinate the administrative functions for the CFO & VP.

Revenue - N/A

Operating Budget

Cell Phone Compensation	Stipend for using personal cell phone
Supplies	For Special Projects, i.e., Ambassador Program
Travel	To support professional development
Information/Communication	Derivactiv, LLC Subscription; Printing for special projects

Helpful Statistics

Joanne Houser, Sr. Financial Analyst	Set up and implemented Ambassador program; Negotiated clinic leases; Oversaw Parking Control System Implementation; Refined Capital Project process; Analyzed SSI and Out of State Tuition; Evaluated Greek Village financial return; Updated Finance Policies; Temporarily filled need for leadership of Payroll Department in absence of Fiscal Manager.
Sandra Manton, Executive Assistant to CFO & VP	Coordinated 22 Search Committees & New Employee Startups; 6 temporary positions; 4 interim positions; 1 promotion; and 15 resignations/terminations. Coordinated 5 Relocations/Renovations
