

VICE CHANCELLOR FOR FINANCE & ADMINISTRATION

CANDIDATE PROFILE

Southern Illinois University Edwardsville (SIUE) announces its national search for an experienced and visionary leader to serve as the Vice Chancellor for Finance and Administration.

A premier metropolitan university, SIUE is creating social and economic mobility for individuals while also powering the workforce of the future. Built on the foundation of a broad-based liberal education, and enhanced by hands-on research and real-world experiences, the academic preparation SIUE students receive equips them to thrive in the global marketplace and make communities better places to live. SIUE is home to a diverse student body of more than 12,000.

The University has a center in East St. Louis, that includes a charter high school, Head Start, Upward Bound, dental clinic, and a nursing clinic; School of Dental Medicine located in Alton; and the Southwestern Illinois Justice and Workforce Development in Belleville. SIUE competes at the NCAA Division I level in the Ohio Valley Conference and the Mid-American Conference (wrestling). SIUE's safety record has yielded a "Top 50 Safest College Towns in America" designation for the city of Edwardsville. SIUE provides students with a high-quality, affordable education and prepares them for successful careers and lives of purpose to shape a changing world.

SIUE received the 2024 Higher Education Excellence in Diversity (HEED) award from INSIGHT Into Diversity magazine for the eleventh year in a row. SIUE is one of 62 university campuses in the world and the only public institution in Illinois to be part of the Sustained Dialogue Campus Network (SDCN), which helps University faculty, staff and students address issues of race, ethnicity, class, gender, sexual orientation, religion, age, ability status and other topics that often are not effectively discussed in diverse groups. The non-profit group Campus Pride ranked SIUE in the top 100 among the 2021 Most Affordable LGBTQ-Friendly Colleges and Universities. SIUE's LGBTQ-Friendly Campus Climate Index and Sexual Orientation scores are 4.5 out of 5 stars. SIUE's Gender Identity/Expression score is 4 out of 5 stars. SIUE is also nationally recognized as a 2022-23 Military Friendly® School and among the Military Times Best for Vets: Colleges.

Reporting directly to Chancellor James T. Minor, the Vice Chancellor for Finance and Administration (VCFA) is a key leadership position responsible for providing strategy and oversight of operations to strengthen the University's financial, administrative, and facilities enterprise. The next VCFA will minimally hold a master's degree from an accredited institution, with a minimum of 7-10 years of relevant senior-level administrative leadership and success, preferably in higher education. Candidates will have demonstrated measurable success in carrying out the responsibilities of an administrator including personnel supervision, fiscal management, external relations, and collaborating with academic units, campus leaders, and other administrative functions to achieve institutional goals. Experience serving one or more universities will be an advantage.

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The Role of the Vice Chancellor for Finance and Administration

The Vice Chancellor for Finance and Administration is a key leadership position responsible for positioning the University to achieve key institutional goals to ensure the University's growth and sustainable financial health. The VCFA will create and support the University's financial vision and strategy while ensuring fiscal responsibility. The VCFA offers candid and real-time counsel to the Chancellor and other campus leaders to continually improve the University's administrative systems through transparency, data-informed decision-making, creative solutions, and innovative approaches to improving processes and leading change. The VCFA works collaboratively with various stakeholders, including students, faculty, staff, and external partners, to align the University's financial and administrative functions with its strategic goals.

The next VCFA will provide an innovative, forward-thinking vision that leverages the commitment of talented staff to position SIUE as a “best in class” institution for financial and administrative processes. In support of the vision and mission of the University, the VCFA serves as the University's CFO and has oversight of the major administrative units including Human Resources (Labor, Employment, Benefits, Payroll); Financial Affairs (University Budget and Budget Analytics, Accounting, Bursar, Accounts Payable, Procurement); Administrative Services (Leases, Parking, Mailing Services, Records Management); Facilities Management (Plant Operations, Transportation, Construction, Renovations, Environmental Planning, and Capital Planning); and Public Safety (Police and National Incident Management System).

The selected candidate will also provide financial and corporate oversight of University Park, a 330-acre technology park located on the campus of SIUE.

At a moment of tremendous opportunity, the VCFA will provide creative thought partnership to the Chancellor on all matters related to fiscal and administrative affairs, including transparent communication associated with major decisions and important division matters. This position requires a talented and visionary individual who will work to develop innovative strategies in collaboration with academic units and key constituents to successfully meet this moment in higher education.

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Opportunities and Expectations for Leadership

Strategic Planning:

- Provide visionary leadership and guidance to the administrative and financial units, fostering a culture of innovation, collaboration, continuous improvement, and driving operational efficiencies to align with the university's mission, vision and institutional strategic plan.
- With a spirit of entrepreneurialism, lead the strategic planning for budgeting, revenue generation, resourcing, and departmental infrastructure of the University.
- Accept operating responsibility for the campus with accountability to the Chancellor for the financial well-being of the campus.

Collaboration and External Relations:

- Collaborate with academic and administrative departments to ensure seamless integration of administrative and financial initiatives with broader institutional goals and priorities.
- Align divisional and university vision and be a strong, collaborative thoughtful partner with other senior leaders; collaborate on university matters that extend beyond the VCFA portfolio.
- Represent the university on matters related to administrative and financial affairs to external stakeholders, such as government agencies, community organizations, and accrediting bodies.

Leadership for Administrative Services:

- Oversee the development and implementation of methods to leverage technology to streamline processes, increase workflow efficiencies, and improve service delivery.
- Enhance the quality of services provided to students, faculty, staff, and University guests with a high level of customer service.
- Coordinate with relevant university departments and external agencies to maintain accurate and secure records in compliance with legal and organizational requirements. Conduct regular risk assessments to identify and mitigate potential issues.

Leadership for Facilities Management:

- Establish effective systems for the development, prioritization, and implementation of campus maintenance and capital projects, including preventive maintenance programs to extend the lifespan of facilities and equipment.
- Coordinate with the State Capital Development Board, the Illinois Board of Higher Education, and various other local and state agencies on financial and capital policy matters and state-funded capital development projects.
- Oversee the development and implementation of a campus master plan to optimize the use of space and support future growth.

Leadership for Human Resources:

- Oversee the development and management of programs and services that promote a supportive, inclusive, and engaging campus environment that fosters the professional growth of faculty, staff, and student employees.
- Provide leadership and guidance on effective recruitment strategies to enhance SIUE's brand, attract top talent, and meet anticipated future workforce needs.

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Leadership for Financial Affairs:

- Offer expert strategic planning and financial modeling advice to the Chancellor and Chancellor's Council on academic initiatives, tuition and fees, budget formulation, short-term and long-term financial planning, revenue enhancements, budget efficiencies, budget allocations/reallocations, and other strategies for optimizing resource utilization.
- Lead campus budget managers with direction, ensuring that budget planning and management reflect sophisticated financial modeling and are aligned with the University's strategic objectives.
- Oversee the development and maintenance of internal controls to safeguard the financial integrity of the university and ensure compliance with federal, state, and system regulations and policies. Keep abreast of pertinent legislation, rules, regulations, and court decisions that may relate to fiscal functions; assume responsibility for the interpretation of and compliance with federal and state laws and regulations.

Leadership for Information Technology Services:

- Provide strategic leadership by aligning the institution's administrative functions with its broader mission, ensuring that IT and information systems are fully integrated to support academic and operational goals.
- Foster a culture of collaboration and innovation, encouraging cross-departmental teamwork and leveraging the expertise of the CIO to drive digital transformation and enhance the institution's competitive edge.
- Ensure effective resource management by overseeing budget allocations, staffing, and infrastructure investments, with a focus on data security, sustainability, and a forward-looking information technology ecosystem.

Leadership for Public Safety:

- Ensure the appropriate staffing levels of campus police units and enhance officer presence and visibility on campus.
- Oversee the implementation of a community policing approach to build trust and cooperation between campus police and the campus community.
- Collaborate with campus units to develop, update, and regularly test comprehensive emergency response plans in alignment with NIMS, as well as provide appropriate training to faculty, staff, and students.
- Establish, maintain, and assess efficient communication channels for disseminating information during emergencies.

Advancing diversity, equity, inclusion, belonging and anti-racism

Wholly committed to nurturing an open, respectful, and welcoming climate that facilitates learning and work, SIUE holds every community member responsible for contributing to such a campus environment. The next VCFA will use these guiding tenets as a through-line in their leadership, assessing current systems, structures, and practices for alignment with these commitments. They will ensure that the fiscal and administrative culture and practices are founded on the core values of diversity, equity, inclusion, belonging, and anti-racism.

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Professional Qualifications and Qualities

- **Educational Background:** Master's degree from an accredited institution is required; completion of a Ph.D. or equivalent terminal degree is valued.
- **Professional Experience:** 7 years of relevant leadership experience in higher education. 10 or more years of experience is valued. The strongest candidates will also have demonstrated success in carrying out the responsibilities of a higher education administrator including personnel supervision, fiscal management, and external relations.
- **Administrative and Financial Management Expertise:** extensive experience and a track record of developing and implementing strategic, data-driven administrative and financial strategies. Evidence of having developed strategic initiatives to optimize risk and financial management, budgeting, reporting, financial modeling, procurement, and the creation and execution of budgets. Extensive knowledge of a wide range of institutions and operational models, structures, policies, and procedures. Ability to explain highly technical concepts to non-technical audiences with clarity. Familiarity with ERP systems (e.g., Banner, Oracle) is preferred but not mandatory.
- **Innovative thinking:** evidence of entrepreneurial thinking that leads to new strategies and a strong vision; ability to strategically plan and serve as a catalyst for organizational change, cultivate a shared vision with others, and motivate others to transfer vision into action.
- **Leadership aptitude:** ability to shape a culture based upon the pillars of the institutional strategic plan with student success at the core. Evidence of effective staff management, including hiring, mentoring, and retaining excellent talent. Commitment to the professional development of staff. Supervision experience in a union-represented environment is valued.
- **Collaborative Approach:** demonstrated ability to collaborate effectively with key partners, including but not limited to faculty, staff, senior administrators, students, alumni, K-12 partners, community college partners, civic leaders, corporations, and foundations. Evidence of significant partnership with campus constituencies to develop innovative enrollment and marketing strategies, that are appropriately adaptive for distinctive programs, schools/programs, and students.



About Southern Illinois University Edwardsville

University Mission

Southern Illinois University Edwardsville is a student-centered educational community dedicated to communicating, expanding and integrating knowledge. In a spirit of collaboration enriched by diverse ideas, our comprehensive and unique array of undergraduate and graduate programs develop professionals, scholars and leaders who shape a changing world.

University Vision

Southern Illinois University Edwardsville will achieve greater national and global recognition and academic prominence through innovative and interdisciplinary programs that empower individuals to achieve their full potential.

University Values

Civic Engagement

- Social, civic, and political responsibility – globally, nationally, locally, and within the University
- Active partnerships and a climate of collaboration and cooperation among students, faculty, staff, alumni, and the larger community
- Sustainable practices in environmental, financial, and social endeavors

Excellence

- High-quality learning within and beyond the classroom
- Continuous improvement and innovation
- Outstanding scholarship and public service

Inclusion

- A welcoming and supportive environment
- Openness to the rich diversity of humankind in all aspects of university life
- Respect for individuals, differences, and cultures
- Intellectual freedom and diversity of thought

Integrity

- Accountability to those we serve and from whom we receive support
- Honesty in our communications and in our actions

Wisdom

- Creation, preservation and sharing of knowledge
- Application of knowledge in a manner that promotes the common good
- Lifelong learning



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SIUE awards degrees in 45 undergraduate, 64 graduate, and four doctoral programs encompassing the arts and sciences, nursing, education, business, and engineering. Doctoral programs are available in the School of Education (Ed.D.) and in the School of Nursing (D.N.P.), featuring a concurrent M.B.A./D.N.P. in partnership with the School of Business. The School of Engineering and College of Arts and Sciences feature cooperative doctoral programs (Ph.D.). The School of Dental Medicine awards a professional degree in dental medicine (D.M.D.), and the School of Pharmacy awards a professional degree in pharmacy (Pharm.D.). Additionally, the School of Pharmacy features a cooperative doctor of philosophy (Ph.D.) and concurrent programs in healthcare informatics and business administration.

The largest campus in the SIU System, SIUE includes campuses in Alton, Belleville, and East St. Louis that extend the University's reach and broaden its academic and service-oriented mission.

The Alton campus is home to the School of Dental Medicine, located on 26 acres in Upper Alton. The location of the School provides dental students with a unique combination of a small-town environment with easy access to a major metropolitan area. The School offers a nationally recognized dental education to nearly 200 students or approximately 50 students in each class year. Its International Advanced Placement Program enables qualified dentists who have graduated from an international dental school to pursue a doctor of dental medicine degree at the institution.

The Southwestern Illinois Justice and Workforce Development Campus in Belleville hosts a Masters in Forensic Science program in partnership with the Illinois State Police, the Center for Crime Science and Violence Prevention, the Institute for Community Justice and Racial Equity, and workforce development and alternative credential opportunities through the Office of Online Services and Educational Outreach.

With a focus on empowering people and strengthening communities, the SIUE East St. Louis Center provides comprehensive programs, services, and training in the areas of education, health, social services, and the arts. Also located on the campus is the SIUE East St. Louis Charter High School, a school of choice for families in East St. Louis School District 189. Its mission is to prepare students to be career- and college-ready upon graduation.





The **College of Arts and Sciences** offers degree programs in the natural sciences, humanities, arts, social sciences and communications. The College touches the lives of all SIUE students, helping them explore diverse ideas and experiences, while learning to think and live as fulfilled, productive members of the global community.

The **School of Business** has earned accreditation from the Association to Advance Collegiate Schools of Business (AACSB International). Undergraduate degrees are offered in accountancy and business administration, with specializations in computer information systems, cybersecurity, economics, entrepreneurship, finance, human resources, international business, management, marketing and supply chain management.

Graduate degrees include accountancy, business administration, computer management, and information systems and marketing research. For the 15th consecutive year, the School of Business was named an outstanding business school by The Princeton Review.

The **School of Education, Health, and Human Behavior** offers a wide range of fields including public health, exercise science, nutrition, instructional technology, psychology, speech-language pathology and audiology, educational administration, and teaching and learning. The School supports the community through on-campus clinics and outreach to children and families.

The **School of Engineering** offers eight fully accredited undergraduate degrees, five master's degrees, and two cooperative doctoral programs, all housed in a state-of-the-art facility. Students learn from expert faculty, perform cutting-edge research, and participate in intercollegiate design competitions.

The **School of Nursing**, enrolling more than 1,700 students in its baccalaureate degree program on the Edwardsville campus, helps to solve the region's shortage of baccalaureate-prepared nurses and enhance the quality of nursing practice within all patient service venues. The School's master's and doctoral programs prepare nurses for advanced roles in clinical practice, administration, and education.

The curriculum in the **School of Pharmacy** is nationally recognized as a model that offers students a unique combination of classroom education, research, community service, and patient care. Areas of excellence include a drug design and discovery core, pediatric practice, chronic pain research and practice, and diabetes research and practice.

SIUE **School of Dental Medicine** students manage approximately 35,000 patient visits each year at patient clinics in Alton and East St. Louis. In addition, students offer oral health treatment, screenings and education to more than 10,000 people annually through a wide variety of off-campus community outreach events. These opportunities provide students the training they need to graduate and become highly skilled dentists.



Student Life

SIUE enrolls 12,000 students in a variety of undergraduate, graduate and doctoral programs. Nearly 3,000 students live on campus. This includes undergraduates, graduate students, international students and nontraditional students.

On SIUE's main campus, you can explore 2,660 acres with a network of trails, forested woodland, lakes and outdoor activities.



Dr. James T. Minor, Ph.D., became the 10th chancellor in Southern Illinois University Edwardsville's history on March 1, 2022.

"I am extraordinarily honored to serve SIUE and the SIU System," Minor said. "We will go boldly forward as an institution that realizes human potential; amplifies access for all individuals with a critical focus on equity; and defines the region by our intellectual, social and economic impact."

Minor previously served as assistant vice chancellor and senior strategist in the office of the chancellor at California State University, that recently posted the highest graduation rates in its history. He has successfully advocated for hundreds of millions of dollars in support of graduation initiatives and served as principal investigator for \$7.5 million in funded programs and research.

Prior to his post at California State University, Minor served as deputy assistant secretary at the U.S. Department of Education where he administered more than \$7 billion in federal higher education programming.

A recognized thought leader in the field of higher education, Minor has a noted resume of teaching and scholarship in educational policy, administration in higher education, academic governance and more. Born in Detroit, Michigan, he holds a doctorate in educational leadership and policy analysis from the University of Wisconsin-Madison, as well as a bachelor's in sociology from Jackson State University and a master's in sociology from the University of Nebraska.



**Chancellor
James T. Minor, Ph.D.**



Local Community

About Edwardsville/Glen Carbon

The Edwardsville/Glen Carbon community is safe and welcoming with a small-town feel and easy access to the St. Louis metro area. Edwardsville and Glen Carbon are thriving centers of population growth and economic development. The community provides easy access to arts and entertainment opportunities presented in St. Louis and on the SIUE campus. Area residents also enjoy world-class dining and shopping, as well as an abundance of bike trails, parks and healthy living opportunities. Edwardsville/Glen Carbon, located within Madison County, provides access to more than 100 miles of trails and bikeways in the MCT Trails system.

The City of Edwardsville is ranked among the nation's top 15 safest college towns by Research.com in its 2023 Safest College Towns list. Ranked 13th nationally, Edwardsville was number three in Illinois and ranked ahead of all Missouri college towns. Edwardsville and Glen Carbon, as well as surrounding communities, benefit from strong public school systems. Area school districts provide safe and supportive learning environments where students can grow through academic and extra-curricular opportunities.

About the Greater St. Louis Region

Just 25 miles from the SIUE campus, Greater St. Louis offers all of the amenities of a major metropolitan city. With more than 2.8 million residents, St. Louis is the 20th-largest metropolitan area in the country. St. Louis is a biotech and business hub and is home to nationally known Fortune 500 companies. St. Louis Lambert International Airport provides convenient travel to anywhere in the world.

The St. Louis region offers easy access to a variety of attractions and activities. SIUE employees enjoy entertainment and cultural offerings including the St. Louis Symphony Orchestra and live, outdoor performances at The Muny in Forest Park. St. Louis is also home to popular professional sports teams:

- St. Louis Cardinals, Major League Baseball
- St. Louis Blues, National Hockey League
- St. Louis City SC, Major League Soccer

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Salary and Benefits

The salary range for this position is \$215,000-\$245,000

SIUE offers an exceptional array of benefits to all full-time and part-time employees (50% or more receive benefits accrued at the percentage of appointment) including:

- Medical, dental, and vision insurance;
- University tuition waivers (full-time receive 100% waiver of tuition)
- Life insurance;
- SURS retirement plan;
- Supplemental retirement savings plans;
- Paid vacation and sick leave accrual;
- Generous holiday schedule/paid holidays;
- WorkLife programs;
- Employee Assistance Program (mental health and wellness);
- Employee discounts (local and national retailers);
- Flexible Spending Account Program;

For more about our benefits and employee services, visit: <https://www.siu.edu/human-resources/benefits>

Applications

The Search Committee invites letters of interest and nominations to be submitted directly to the search firm, Anthem Executive. Correspondence should include a curriculum vitae and a letter of interest describing relevant experience and interest in the position. Submit materials to Michael Ballew, Scott Watson, JR Wheless, or Florene Stawowy at:

SIUEVCFA@anthemexecutive.com

While applications and nominations may be accepted until the position is filled, interested parties are strongly encouraged to submit their materials as soon as possible to assure consideration. Anthem and the University reserve the right to end or extend the application process at any time. Expressing interest is the first step in receiving consideration and does not make one an applicant for the position.

Southern Illinois University Edwardsville nurtures an open, respectful, and welcoming climate that facilitates learning and work. As an Equal Opportunity Employer committed to an inclusive and diverse workforce, we will not discriminate against any person on the basis of race, national origin, religion, disability, age, marital status, sex, sexual orientation or veteran's status.

