



*Inviting Applications and Nominations*

## Senior Vice President and Chief Financial Officer

**CLARK ATLANTA UNIVERSITY**, a leading research institution of higher education and one of the nation's most distinguished HBCUs, seeks a dynamic and proven financial administrator to serve as **SENIOR VICE PRESIDENT AND CHIEF FINANCIAL OFFICER** to replace the outgoing CFO who announced his retirement last year. With an excellent track record, the incumbent was principally responsible for financially leading the University through the pandemic and managing the solid key financial indicators found on page 3. Reporting directly to the President, the Senior Vice President and Chief Financial Officer is responsible for implementing policies and procedures that strengthen the overall fiscal operations and effectiveness of the University.

**VISIT [CAU.EDU](http://CAU.EDU) TO LEARN MORE.**



Harkness Hall

## ABOUT THE UNIVERSITY

Clark Atlanta University (CAU) is a comprehensive, private, urban, coeducational institution of higher education with a predominantly African American heritage. Located in Atlanta, Ga., CAU offers undergraduate, graduate, and professional degrees, as well as certificate programs, to students of diverse racial, ethnic, and socioeconomic backgrounds.

The University produces graduates who have met standards of excellence in contemporary higher education, who are educated to be creative and to have a perspective on the world and its peoples. CAU graduates are leaders and innovators who are committed to leading Lifted Lives of Success.

CAU was formed with the consolidation of Atlanta University and Clark College, both of which hold unique places in the annals of African American history. Atlanta University, established in 1865 by the American Missionary Association, was the nation's first institution to award graduate degrees to African Americans. Clark College, established four years later in 1869, was the nation's first four-year liberal arts college to serve a primarily African American student population. The main campus, which spans over 126 acres of land, is located about 1.5 miles southwest from the heart of downtown Atlanta.

Today, with nearly 4,000 students, CAU is the largest of the four institutions (CAU, Morehouse College, Spelman College, and Morehouse School of Medicine) that comprise the Atlanta University Center Consortium. It is also the largest of the 37-member UNCF institutions.

CAU is classified by Carnegie as R2: Doctoral Universities—Higher Research Activity and is the only private, independent graduate research institution in the HBCU community, and the only HBCU member of the Georgia Research Alliance. The University is a United Methodist Church-affiliated University, approved by the University Senate General Board of Higher Education and Ministry of the United Methodist Church.

Forty major areas of study are offered across four schools—Arts and Sciences, Business Administration, Education, and Social Work. It awards Bachelor's, Master's, Specialist, and Doctoral degrees. Highest enrolled undergraduate fields include Biology, Business Administration, Criminal Justice, Mass Media Arts, and Psychology. There are 177 full-time faculty,



*Bust of W.E.B. DuBois with Harkness Hall in the background*

of whom 91 percent hold terminal degrees and 68 percent have tenure status.

Retention of first-year students returning for a second year is 63 percent. CAU graduates are deeply employed in the growing economic sectors, such as business, film and media, medical and healthcare, and government.

Georgia students constitute 41 percent of the total enrollment, with 57 percent of the students from out-of-state, 2 percent from the Caribbean Islands, and more than 15 foreign countries. Female students constitute 75 percent of the total enrollment.

In addition to its regional accreditation by the Southern Association of Colleges and Schools Commission on Colleges to award baccalaureate, master's, educational specialist, and doctoral degrees, CAU also is accredited by the Association to Advance Collegiate Schools of Business (AACSB International); the National Council for Accreditation of Teacher Education (NCATE) now under Council for the Accreditation of Educator Preparation (CAEP) and the Georgia Professional Standards Commission (GPSC); the Council for Accreditation of Counseling and Related Educational Programs (CACREP); the Council on Social Work Education (CSWE); the Network of Schools of Public Policy, Affairs, and Administration (NASPAA); and the National Collegiate Athletic Association, Division II. CAU is authorized by the Georgia State Nonpublic Postsecondary Education Commission (NPEC) to operate in the state of Georgia.



The University has more than 40,000 alumni fulfilling CAU's mission: "Leveraging its distinctive history, Clark Atlanta University is an urban research university that transforms the lives of students and their communities by preparing citizen leaders to be problem-solvers through innovative learning programs; supportive interactions with faculty, staff, and students; exemplary scholarship; and purposeful service."

### **Mission Statement**

*The mission of the Division of Finance is to provide dynamic and efficient management of financial resources and accounting services on behalf of the University for our diverse constituents.*

### **Vision Statement**

*The Division of Finance will maximize the University's return on investments, treasury management, and net revenue by providing cost effective and efficient financial support services in accordance with generally accepted accounting standards and regulations.*



### **FINANCIAL HIGHLIGHTS OF FY 21**

- The FY21 annual financial statement and the Office of Management and Budget (OMB) A-133 audits were completed with no material findings.
- CAU's net assets In FY21 were more than \$284 million.
- CAU's strong financial position is evidenced in its balance sheet. In FY21, total assets increased by \$47M, despite the challenges and impact from COVID-19. From a liquidity perspective, total assets of \$305 million are available to cover total liabilities of \$20.6 million. CAU Total Debt to Total Asset Ratio is 0.07 for FY21 vs. 0.12 for FY20.
- CAU achieved a record year-end cash balance of \$42.3M.
- The University's unrestricted net assets ended the year at \$149.0 million, representing a 13.8% year over year increase.
- In FY21, CAU ended the fiscal year with a net operating gain of \$28 million, despite the negative financial impact from COVID-19.
- Total expenses were \$106.9 million in fiscal year 2021, an increase of \$4.8 million or 4.7% when compared to fiscal year 2020.
- The reported financial results for FY 21 are validating with a "stable" outlook as reported by Moody's Investors Service in July 2021. This rating and outlook is reflective of the University's increasing financial strength—growth in enrollment, which increases revenues and reduction of debt, growing donor support, and effective governance



## THE OPPORTUNITY

The Senior Vice President, and Chief Financial Officer (CFO) serves as the chief fiscal officer for the University and directs major functions in areas that include capital improvement financial planning; annual planning and budget development; investments management, cash, risk, and endowment management; internal audit functions; and procurement operations and auxiliary enterprises. This officer also shares responsibility for the information technology services.

The CFO works collaboratively to further the University's educational, research, and service missions by serving as a member of the Executive Cabinet and providing financial reports to the Board of Trustees. This senior executive leader also serves as financial advisor to the President and is involved in policy development.

Other responsibilities of the CFO include insurance and risk management, strategic planning and long-range financial projections, cost-benefit analysis of programs and services, and grant development and management.

## KEY DUTIES AND RESPONSIBILITIES

### Leadership and Management

- Advise the President and senior leadership regarding financial management budget administration including the University's operating budget, capital budget, and the budget for the Division of Finance and Administration.
- Provide for long-range and strategic planning.
- Support the goals of the University's mission, vision, and strategic plan.
- Collaborate with colleagues from other universities regarding financial management and resource allocation trends and developments nationwide.

*James P. Brawley Hall*



### Policy and Procedures

- Develop institutional fiscal goals, strategies, and plans for implementation.
- Develop and promote a process of review, assessment, and continuous improvement of existing financial and administrative policies and procedures.
- Consult with appropriate committees of the Board of Trustees regarding fiscal planning and management, budget development, etc.

### Financial Management

- Provide strategic financial leadership in the development of a financial and capital plan which reflect institutional priorities and future directions.
- Is responsible for developing and overseeing the university budget, revenues, and expenditures.
- Develop financial plans and financial analysis models for the campus, which includes innovative solutions, strategies, and procedures.
- Collaborate with other university divisions regarding philanthropy, endowment management, and real estate.

### Compliance

- Maintain knowledge of applicable Board of Trustees and university policies, federal, and state laws including employment laws and related university personnel policies and institutional reporting requirements.

## REQUIRED QUALIFICATIONS

- A master's degree in business or a closely related field
- Minimum of 10 years of experience leading financial and administrative functions in a large, complex organization, preferably in a research university environment

*Wright-Young Hall*





- At least 10 years of accounting, finance, or business management experience in a leadership role, with five of those years being in a supervisory capacity, preferably in higher education business and financial management

## KNOWLEDGE, SKILLS, AND ABILITIES

- A collaborative, effective, and proven leader, with a track record of leading the fiscal functions of a complex institution, preferably a research university
- An excellent record of leadership in policy formation, including planning, assessment, project accounting, grant, and general administration
- Demonstrated expertise in the development and implementation of strategic financial plans
- Comfortable and effective in dealing with ambiguity, complexity, competing demands, and change while providing balanced leadership
- Extensive current knowledge of financial and business practices and information technologies
- Data-driven in making sound financial and strategic decisions
- Effective communication, excellent supervisory and management skills, with the ability to work effectively in a team-oriented environment and with internal and external constituencies
- A track record of creating a culture of excellence and accountability and the ability to thrive in a complex, dynamic, multi-faceted organization
- An aspiration for excellence with values that aligned with those of Clark Atlanta University
- Experience with contract review



### George T. French, Jr., President

In 2019, George T. French, Jr. became the fifth president of Clark Atlanta University, the largest United Negro College Fund (UNCF) member institution in the country and the largest private HBCU within the state of Georgia. Under his astute leadership, Clark Atlanta University has exponentially exceeded all fundraising records in the history of the University, maintained stable enrollment amid a global pandemic, and developed corporate and community relationships to position CAU for unprecedented growth. Prior to his appointment, Dr. French served for 14 years as president of Miles College, making him one of the longest-serving university presidents in the nation.

Dr. French is a nationally recognized leader and influencer in higher education and educational policy. He has served three secretaries of education under two United States presidents as a congressional appointee to the National Advisory Committee on Institutional Quality and Integrity. He is a three-term board member for the Southern

Association of Colleges and Schools' Commission on Colleges (SACSCOC); Chair of the Atlanta University Center (Clark Atlanta University, Morehouse College, Spelman College and Morehouse School of Medicine,) Council of Presidents; and chair of the Southern Intercollegiate Athletic Association (SIAC) Council of Presidents and member of the Metro Atlanta Chamber (MAC) Board of Directors. He also has served as a member of the national diverse council of Regions Bank since 2011.

A native of Louisville, Kentucky, Dr. French earned a BA degree in Political Science with an emphasis in Policy Analysis from the University of Louisville. He was competitively accepted into the University of Richmond Law School and completed two years of studies before being recruited by Miles College to serve as the Director of Development. He completed his final year of law school at Miles Law School, earning a Juris Doctorate, and later received his Ph.D. in Higher Education from Jackson State University. Dr. French has completed Harvard University professional education programs for experienced college presidents.

His leadership and service have been recognized nationally and locally. His awards and honors include being named Birmingham Spotlight Man of the Year and NAACP Man of the Year and receiving the Higher Education Leadership Foundation Lifetime Achievement Award.



*Clark Atlanta University is an equal opportunity/affirmative action employer. The University provides equal employment opportunities to all faculty and staff without regard to race, color, religion, sex, sexual orientation, age, national origin, domestic relationship status, disability, gender identity, parental status, genetic information, veteran status, or any other characteristic protected by applicable federal, state, or local law (referred to as "protected status").*



## Atlanta, Georgia

Atlanta is a dynamic, energetic city that is continually transforming itself. Offering authentic Southern hospitality, the city's metropolitan area is home to 5.8 million residents. Its economy continues to grow as it attracts a broad range of industries and many Fortune 500 corporations. The city has become the home of major film and television production and high-tech companies.

One of the top transportation hubs in the nation, the city is connected to the world. It fosters a strong sense of community and has outstanding cultural and

performing arts venues, a wide range of professional sports, world-class cuisine, and an abundance of recreational opportunities. The Georgia Aquarium, the Atlanta Zoo, the High Museum, the College Football Hall of Fame, the Atlanta BeltLine, the Atlanta Botanical Gardens, and the Martin Luther King Jr. Historic Site are only a few of the favorites.

Along with its historical and new neighborhoods and growing suburbs, the city has outstanding healthcare systems. Atlanta is known as one of the nation's top educational centers, with 57 colleges and universities in the metro area.

## APPLICATION & NOMINATION PROCESS

*Confidential applications/inquiries are welcomed, and nominations are invited.*

### Applications

- 1) Application packet must include:
  - a) A letter of interest that addresses the responsibilities and qualifications of the position
  - b) Current resume
  - c) At least four references with full contact information including e-mails (*References will not be contacted without consent from applicant.*)

- 2) Submit application packet (preferably as PDFs) to:  
**CAU-CFO@myersmcrae.com**

*Additional information will be requested upon receipt of application.*

**Applications will be accepted until the position is filled.**

### Nominations

Submit nominations to:

**CAU-CFO-nominate@myersmcrae.com**  
with complete contact and e-mail  
information for the person being nominated.

**Emily Parker Myers**, CEO, and **Jennifer Barfield**, Senior Vice President, of **Myers McRae Executive Search and Consulting**, are assisting Clark Atlanta University with this search.

