

# VICE PRESIDENT OF FINANCE & ADMINISTRATION



MINNESOTA STATE UNIVERSITY  
**MOORHEAD®**



**MINNESOTA STATE**

*Minnesota State University Moorhead,*  
A member of Minnesota State

**MNSTATE.EDU**



## President Tim Downs



Dr. Tim Downs became the 12th president of Minnesota State University Moorhead on July 1, 2023. President Downs has more than 35 years of higher education experience, including progressively successful experience in academic leadership roles. He was president at Northern State University, Aberdeen, S.D., from 2016 to 2021. Before being named MSUM president, he was the Chief of Staff at California State Polytechnic University, Humboldt. Dr. Downs is an ardent advocate for the liberal arts, a champion of professional and faculty development, and a staunch proponent for diversity and equity in higher education and society. As an educator, Dr. Downs is dedicated to creating and sustaining learning communities that prepare students for successful careers and rewarding lives. He and his wife, Mary, enjoy being part of campus life and interacting with students, faculty, staff, alumni and friends. You will also see President Downs walking across campus in his signature red tennis shoes as he welcomes the opportunity to visit with students and employees.

► *Scan QR codes below for more info*



Learn how Tim Downs carries early lessons to MSUM



Media coverage of President Downs

## Vice President of Finance & Administration

Reporting to Minnesota State University Moorhead President Tim Downs, the Vice President of Finance & Administration (VPFA) is the senior financial officer of the University and provides strategic and operational leadership for the financial and many administrative areas of University life. The VPFA will be a motivating and inspiring change agent who will work with senior leadership and financial stakeholders across the institution to assist in facilitating MSU Moorhead's strategic, financial, and operational visions and goals.

The VPFA provides strategic leadership and oversight to **Business Services** (Purchasing, Accounting, Accounts Payable, Accounts Receivable, Travel, Contracts, Student Payroll), **Information Technology** (Customer Support, Applications, Infrastructure, Institutional Effectiveness), **Public Safety**, and **Facilities Management** (Power Plant, Building & Grounds Maintenance, Building Services).

The VPFA is part of a leadership team that will oversee the continued growth and success of the University and supports a student-centered culture of collaboration, active learning, engagement, and sustainability. Leading and representing a large and diverse division while partnering effectively with a wide array of stakeholders to support the University's educational mission is critical to success. The VPFA oversees financial compliance issues and ensures timely and accurate financial information is provided and prepared within established Minnesota State Board policies and procedures, state statutes, and Federal law and regulations.

# Minnesota State University Moorhead

Located in Moorhead, Minnesota, MSUM delivers a distinctive student experience that fosters imagination, celebrates curiosity, expects critical thinking, and withholds judgment. We encourage students to push their boundaries and unfollow convention. Our graduates learn to question the status quo, are challenged by visionary professors, and emerge energized in their learning and convictions. We create this nurturing exploratory environment that is uniquely distinctive through our strategic priorities.

## STRATEGIC PRIORITIES



Academic Distinctiveness



Equity and Inclusion



Community Engagement

MSUM's [mission, vision and values](#) are enduring and unwavering, guiding all that we do. By providing a distinctive student experience focused on our [strategic priorities](#), MSUM strives to fulfill our purpose of transforming lives. From the time MSU Moorhead was known as the Moorhead Normal School, Dragons showed grit, humility and heart—our [core values](#) that are enduring throughout time. MSUM is committed to the Minnesota State system of colleges and universities top priority of [Equity 2030](#): eliminating educational equity gaps for underserved students by the year 2030.



Read more about [MSUM's history](#).





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## PURPOSE

Our purpose is to transform the world by transforming lives.

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## MISSION

Minnesota State University Moorhead is a caring community promising all students the opportunity to discover their passions, the rigor to develop intellectually and the versatility to shape a changing world.

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## CORE VALUES

### ***Grit***

We are “scrappy” and resourceful.  
We have big goals and the tenacity to achieve them.  
We have the courage to do what’s right.

### ***Humility***

We’re all on the same team and everyone’s role is important.  
We seek the best ideas and know they can come from anywhere and anyone in our campus community.  
We don’t take ourselves too seriously.

### ***Heart***

We go the extra mile for our students and each other.  
We are passionate about our purpose.  
We are fiercely loyal to MSUM.

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## STRATEGIC ANCHORS



**Our Students:** Focusing relentlessly on student achievement and students’ return on investment.



**Our University:** Creating a campus that is diverse, inclusive, globally aware, and just.



**Our World:** Being indispensable to the social, cultural and economic advancement of Moorhead and the surrounding communities.



# Enrollment

## FALL 2023 ENROLLMENT NUMBERS\*



Total Headcount:  
4,336



Undergraduate:  
3,364



Graduate:  
972



International:  
153



Minnesota Residents:  
2,966



Out-of-State:  
1,212



Female:  
2,806



Male:  
1,479



Other/Gender  
Not Reported: 51



Students living  
on campus: 937

\*10th day enrollment

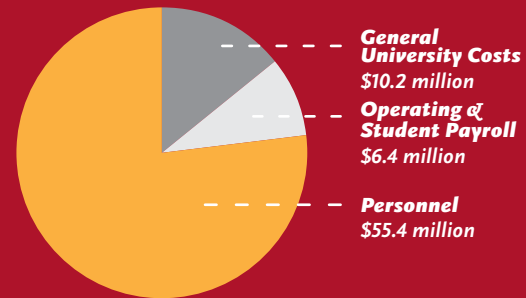
# Financials

## FINANCIALS

July 1, 2023 - June 30, 2024

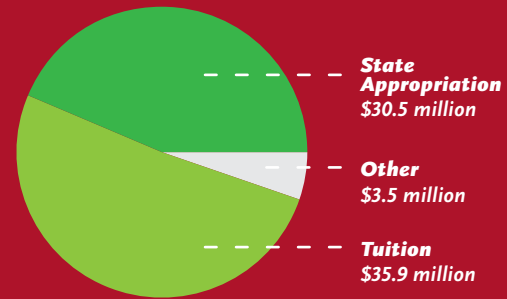
### Expenditures

Total: \$72 million



### Revenues

Total: \$69.9 million





# Diversity

## Equity 2030

Minnesota State's Equity 2030 is a bold, strategic vision that aims to close the educational equity gaps across race and ethnicity, socioeconomic status, and geographic location by the end of the decade at every Minnesota State college and university. The focus of this work includes:

- ▶ Enhancing access and student success
- ▶ Providing Minnesota with the talent it needs
- ▶ Anchoring the communities and regions we serve

## Diversity as an MSUM Strategic Anchor

We will achieve our purpose by anchoring our work with three key strategies. While we may prioritize these strategic anchors differently at different times, the anchors themselves will remain constant for the foreseeable future. These are the strategies that will enable us to achieve our purpose of transforming the world by transforming lives:

**We will create a campus community that is diverse, inclusive, globally aware, and just. We will:**

- ▶ Create a campus community that reflects the diversity of society
- ▶ Ensure MSUM is accessible and welcoming to students and employees who have historically been under-served by higher education
- ▶ Create a campus culture that values and celebrates diversity of ideas, perspectives, and people
- ▶ Create a campus community that is just and equitable

One component of the University's DEI strategic plan aims to bridge partnerships between higher education with K-12, business and industry, community-based organizations, and philanthropic partners to expand and grow current inclusive programming and identify new ways to recruit and support students.

## MSUM Diversity & Inclusion Offices, Centers & Resources

- |  |   |
|--|---|
| ▶ Access, Opportunity & Success Scholars Program | ▶ CARE Team   |
| ▶ Accessibility Resources                        | ▶ Counseling Services   |
| ▶ American Indian Center                         | ▶ Office of Diversity & Inclusion                               |
| ▶ Center for Global Engagement                   | ▶ Preferred name program  |
| ▶ Chaplain                                       | ▶ Pulse mentorship  |
| ▶ Diplomat Program                               | ▶ Rainbow Dragon Center   |
| ▶ English Language Program                       | ▶ Regional Assistive Technology Center                          |
| ▶ Gender inclusive housing                       | ▶ Safe Zone training  |
| ▶ Gender neutral restrooms                       | ▶ Sexual assault & relationship violence                        |
| ▶ Intercultural Center                           | ▶ SMART Start Program   |
| ▶ International Student & Scholar Services       | ▶ Speech, Language & Hearing Clinic                             |
| ▶ It's On Us                                     | ▶ Title IX  |
| ▶ Lactation & meditation spaces                  | ▶ Additional <a href="#">diversity events &amp; initiatives</a> |



Identity Centers



Diversity/Social Justice Organizations



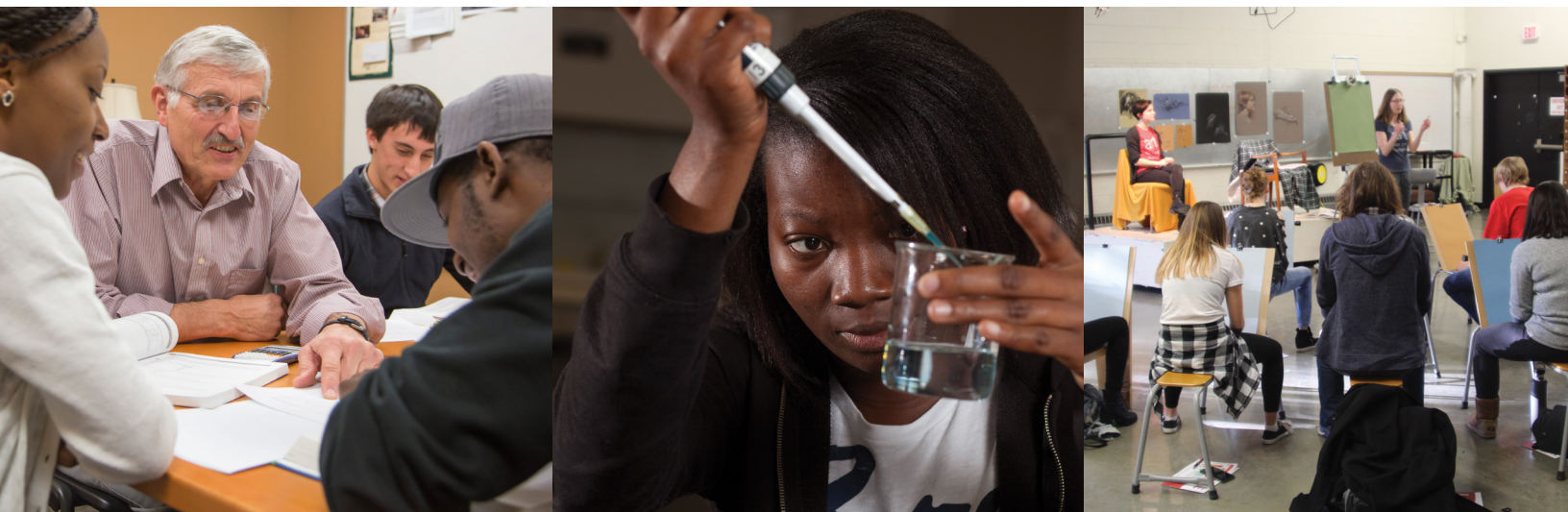
15.3% Students of color



10.5% Employees of Color



# Academics



Majors, Emphases  
and Options



12 Pre-Professional  
Studies Programs



15 Graduate Programs



39 Certificate Programs



Areas of teacher  
licensure preparation

Minnesota State University Moorhead offers a tradition in the liberal arts combined with innovation and technology for today's challenging careers. MSUM enjoys a national reputation for programs in education, business, film/animation, social work, biosciences, nursing, and project management.

## MSUM's largest majors:

Elementary Inclusive Education  
Business Administration  
Nursing (BSN)  
Psychology  
Social Work (BSW)  
Exercise Science  
Speech Language Hearing Sciences  
Biology  
Computer Science  
Curriculum & Instruction (Masters)

## ENROLLMENT BY COLLEGE

We offer more than 100 areas of study across four colleges and graduate studies:

- ▶ [College of Arts & Humanities](#)  
> 510
- ▶ [College of Business, Analytics & Communication](#)  
> 992
- ▶ [College of Education & Human Services](#)  
> 668
- ▶ [College of Science, Health & the Environment](#)  
> 945
- ▶ [Graduate Studies](#)  
> 972

## Student Success

- ▶ 92.6% Graduate Success Rate
- ▶ 73.4% Graduates Employed in Field
- ▶ 19.2% Graduates Continuing Education

*\*Numbers based off Fall 2023 10th day enrollment*



# Student Life



At **MSUM**, we believe that a vibrant, active community cultivates lifelong friendships, creates a sense of home and kindles Dragon Pride.

From welcome week to graduation, our student life team is committed to helping students get the most out of their university experience. Nearly one in two MSUM students is a member of a student organization and more than 600 students hold student leadership positions each year.



Student  
Organizations



Learning  
Communities



Weekly  
Events



Intramural  
Activities



Club  
Sports



# Athletics

A member of the NCAA Division II and Northern Sun Intercollegiate Conference (NSIC), one of the largest and most competitive conferences in the nation, Dragon Athletics is poised to achieve the next level of excellence. With a strong and stable administrative team, continuity in its head coaching staff (including several conference and regional Coaches of the Year), and a culture focused on student success and the student-athlete experience, Dragon Athletics enjoys strong support from the campus and surrounding communities. With a reputation of out-performing expectations, Dragon athletes and teams consistently earn conference, regional, and national honors. Recent facilities improvements include the installation of Scheels Field, a state-of-the-art strength

training room, and renovations to the wrestling room, all funded through generous donor support. A recent increase in university support for athletics scholarships will strengthen the ability of Dragon Athletics to compete for top regional talent.

**WOMEN'S TEAMS:** basketball, soccer, softball, swimming and diving, tennis, volleyball, cross country, track and field, and golf.

**MEN'S TEAMS:** football, basketball, wrestling, track and field, and cross country.

**CO-ED DANCE TEAM**

► [msumdragons.com](http://msumdragons.com)

**350**  
STUDENT  
ATHLETES





# Fargo-Moorhead Community

Moorhead, Minn. and Fargo and West Fargo, N.D. are central to a thriving regional center with a population of 252,000 and growing for the Metropolitan Statistical Area. Higher education is a major community enterprise, with more than 23,000 students contributing to an atmosphere rich in arts, culture, sports and social activities. The communities enjoy a major concert venue; three universities; independent and community theatres; symphony orchestra; jazz concerts; annual film festivals; civic opera; art galleries and museums; and numerous family attractions and events.

Unemployment rates for Minnesota 3% (07/2023) and North Dakota 2% (07/2023) are below the national average of 3.8% (08/2023). The average one-way commute in Fargo is 15 minutes, shorter than the U.S. average of 27.6 minutes.

Moorhead public schools serve more than 7,400 students (2023) in an area recognized for superior student academic achievement and far-reaching extracurricular activities.

Minnesota ranks 2nd (50%) nationally in the percentage of its population (aged 25 to 64) with an associate degree or higher.

Fargo's Hector International Airport is served by Allegiant Air, American Airlines, Delta, Frontier and United to these cities: Chicago, Dallas, Denver, Las

Vegas, Los Angeles, Minneapolis, Nashville, Orlando, Phoenix and St. Pete–Clearwater.

The Fargo-Moorhead-West Fargo community is among the best places in the country to live, work, attend school and conduct business. Friendly residents, a diversified, recession-proof economy, plus a hip arts and culture scene all combine to make the community an ideal home for young and old alike. Among community accolades:

- ▶ Top 100 Places to Live, *Livability*
- ▶ Ten Hottest Job Markets, *ZipRecruiter*
- ▶ 6th Happiest City in the U.S., *WalletHub*
- ▶ #1 of 25 Best Small College Towns, *Schools.com*
- ▶ Best Midsize Cities for New Grads, *Online Degrees*
- ▶ Top 10 Healthiest Places for Women, *Self Magazine*





# MSUM Foundation

The MSUM Foundation Board is made up of 24 MSUM former faculty, alumni and friends committed to ensuring MSUM can secure the resources needed to provide a margin of excellence and access to MSUM.

In 2019, we publicly launched MSU Moorhead's first-ever comprehensive fundraising campaign. The \$50 million goal was surpassed with a campaign total of \$59 million. The next Vice President will have the opportunity to assist the campus through our next comprehensive campaign. Recent fundraising highlights include:

- **MSUM Giving Day** - In 2023, we raised a record \$463,698 through from 884 donors in just 24 hours.
- **George Soule American Indian Center** - Minnesota State Trustee George Soule has deep connections to MSUM. His generous gift supports scholarships for American Indian students and supports the [George Soule American Indian Center](#).
- **Tom & Adrienne Bahr Center for the Arts**. Alumnus [Thomas Peter Von Bahr](#) gifted his entire estate to MSUM. His initial estate gift of \$4.3 million is one of the largest gifts ever made to MSUM. It will fund scholarships for arts and humanities students and fund a center named for Thomas's parents.
- **Alumni Center**. In Spring 2022, MSUM broke ground on a new Alumni Center that will serve as an anchor for alumni returning to campus and a space for students and community members to interact.

## Foundation Progress

### FUNDRAISING



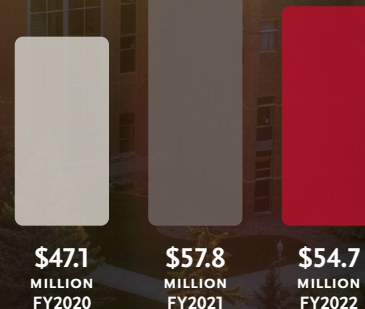
### SUPPORT TO MSUM



### ENDOWMENT PROGRESS



### TOTAL NET ASSET & LIABILITIES







# MINNESOTA STATE

Extraordinary Education. Exceptional Value.

## ABOUT MINNESOTA STATE

**At Minnesota State we provide the opportunity for all Minnesotans to create a better future for themselves, for their families, and for their communities.**

With 26 community and technical colleges and seven state universities on 54 campuses, Minnesota State serves nearly two-thirds of the entire state's undergraduate student population, and we serve more Black, Indigenous, and students of color than all higher education providers in the state, combined.

We are committed to equitable outcomes for all our students, and in 2019 committed to eliminating educational equity gaps at every Minnesota State college and university by the year 2030. Achieving this goal, called Equity 2030, is a moral imperative, and an economic imperative for our state as our population continues to grow more diverse, and will ensure Minnesota has the workforce it needs for generations to come. We are working toward meeting our Equity 2030 goal through hard work, robust data analysis, targeted programs to improve outcomes, and partnerships with community organizations, employers, and the state legislature.

Minnesota State employs more than 14,500 people, most of whom are represented by one of several bargaining units and personnel plans. The bargaining units include:

- » Inter Faculty Organization
- » Minnesota State College Faculty
- » Minnesota State University Association of Administrative and Service Faculty

- » American Federation of State, County, and Municipal Employees
- » Minnesota Association of Professional Employees
- » Minnesota Government Engineers Council
- » Middle Management Association
- » Minnesota Nurses Association

### Governance

The 15-member Board of Trustees of the Minnesota State Colleges and Universities is appointed by the Governor and has policy responsibility for system planning, academic programs, fiscal management, personnel, admissions requirements, tuition and fees, and rules and regulations. Learn more on the Board of Trustees page at [MinnState.edu/board](https://MinnState.edu/board).

### Chancellor

Under the direction of the Board of Trustees, the chancellor is the executive officer of Minnesota State and is responsible for providing educational leadership to the 33 colleges and universities of Minnesota State, ensuring effective and efficient management and operation so that Minnesota State can meet the current and long-term educational and workforce development needs of all Minnesotans. Learn more on the Chancellor's Office page at [MinnState.edu/system/chancellor](https://MinnState.edu/system/chancellor).



# Leadership Opportunity

Minnesota State University Moorhead seeks an authentic and collaborative leader who serves as a member of the President's Cabinet in planning and decision-making for the University regarding finance, facilities, grounds, and administrative services. This position represents the University to the MinnState System Office, MinnState Board of Trustees, and legislative committees to present budget analysis information and assist in system-wide financial planning and development.

## VISIONARY AND COLLABORATIVE

This leadership position will develop the vision and strategic direction for financial and facilities management. The VPFA will coordinate activities of the Finance and Administration Division with the unit directors to discuss current issues and progress toward meeting division goals and objectives and ensure that the University's financial affairs are in order. The ideal candidate will instill a culture of transparent communication and collaboration within and across teams, building productive working relationships throughout the campus community. Additionally, the VPFA will cultivate a spirit of innovation, shared governance, mutual respect, integrity, and shared accountability, motivating teams to continue to provide a high level of service to units across the University.

## LEADERSHIP

The VPFA will create capital and asset preservation project proposals and assist in capital project funding; oversee requests for proposals (RFPs) for capital projects and contracts to ensure compliance with MinnState policy; and represent the University to local, state, and federal legislators in the development of

University facilities. The Vice President will provide leadership and direction for all University financial functions, strategic direction for space planning and allocation, oversight for updating and implementing the facilities master plan, and responsibility for developing and adopting best practices in all administrative processes. The successful candidate will recommend and implement budget and financial policies and procedures, build relationships, and provide expert project management to ensure the continued financial strength of the University; ensure policies are consistent with State and system laws, policies, and procedures and clearly communicated to the university community; and prepare resource allocations and coordinate changes in the budget plan to align with the University's strategic priorities.

## DIVERSITY & INCLUSION

MSUM is attracting a growing population of diverse students and employees and strives to embed equity work into all areas of the campus culture. The Vice President should lead in a way that is accessible and welcoming to students and employees of all backgrounds and should foster an environment that celebrates diversity of ideas, perspectives, and people. The Vice President will tirelessly support diversity, equity, and inclusion and provide strategic direction in advancing the university's progress towards Minnesota State's Equity 2030 goal to close educational equity gaps.



# Qualifications

## Minimum Qualifications

- ▶ Master's degree in Business, Accounting, Finance, or a related field
- ▶ At least 10 years of progressively responsible leadership experience in Finance, Facilities, Business Administration, or a closely related field
- ▶ Experience with organizational planning and associated financial planning and budgetary policies

## Preferred Qualifications

- ▶ Knowledge of the overall operations of higher educational institutions and/or governmental operations
- ▶ Successful experience with administering collective bargaining agreements
- ▶ Ability to work effectively and collaboratively with internal and external constituencies to establish strong, lasting and productive partnerships

## The ideal candidate will have the following knowledge, skills, and abilities:

- ▶ Broad working knowledge of financial management, contracting, and capital project and asset preservation budgeting and planning.
- ▶ Knowledge of environmental safety, security operations, Clery reporting, and emergency response planning.
- ▶ Demonstrate creative leadership, innovation, and a mindset of continuous improvement; enthusiasm; a style that is genuine, open, and engaging; good judgment in recognizing talent and assessing where improvements are needed; the ability to make appropriate connections and build synergies; and an open and creative approach to problem-solving and a willingness to address issues.
- ▶ Effectively lead cross-functional work team efforts to accomplish the goals of the Finance & Administration division.
- ▶ Executive competence in strategic fiscal planning and managing budgets.
  - ▶ Ability to analyze a variety of data sources to accomplish strategic outcomes
  - ▶ Proven effectiveness with data-driven problem solving and decision making





# How to Apply

**Kris Hnastchenko**, *President of Heinze & Associates Executive Search*, is supporting Minnesota State University Moorhead in this search. Applications and nominations are now being accepted through April 7, 2024.

The search will be conducted with a commitment to confidentiality for candidates until finalists are selected.

**Applications must include:**

1. Letter of interest stating how the candidate's experiences and qualifications align with this leadership opportunity
2. A resume or CV
3. Names, telephone numbers, and email addresses of five references for future contact, including the candidate's professional relationship with each reference listed. References will only be contacted with permission of the candidates.

Submit an application online at: <https://mnstate.peopleadmin.com/postings/2189>

*Confidential inquires and nominations should be directed to:*

**Kris Hnastchenko**

***kris.heinzeandassociates@gmail.com***

763.242.9926

The target start date for the new Vice President of Finance and Administration is July 2024.







**MINNESOTA STATE**

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Minnesota State University Moorhead is an equal opportunity educator and employer and is a member of the Minnesota State system. This information will be made available in alternate format, or if a disability-related accommodation is required, please contact Accessibility Resources at 218.477.4318 (voice) or 1.800.627.3529 (MRS/TYY).