



TEXAS A&M UNIVERSITY
SAN ANTONIO

VICE PRESIDENT FOR
BUSINESS AFFAIRS/CFO
PROSPECTUS



ON A MISSION



“Institutions must adapt and change to meet students where they are, and meet their needs.

It requires new thinking and different investments.”

— *Chairman Elaine Mendoza, Texas A&M University System Board of Regents*

“The Texas A&M University System was created to increase opportunities for Texans through high quality education. Texas A&M University-San Antonio exemplifies this mission and will play an increasingly vital role in our efforts in the 21st century.”

— *Chancellor John Sharp*

 Letter from the President

Thank you for your interest in Texas A&M University-San Antonio (A&M-SA), the only major metropolitan campus in the distinguished Texas A&M University System. We have charted an audacious path for enrollment growth and to becoming a national model for academic and student success that will change the landscape of San Antonio and the great state of Texas. A&M-SA is a contemporary university reflective of the diverse and heritage-rich community it serves. Founded as the first upper-division institution of higher education in South San Antonio, A&M-SA today is a comprehensive four-year university offering affordable, high-quality education at our beautiful, 694-acre campus.

At A&M-SA, we are creating a pathway to prosperity for students in the San Antonio community and the region. Our three colleges (College of Arts & Sciences, College of Business and College of Education & Human Development) offer students 29 undergraduate degrees and 14 graduate degrees in a variety of in-demand fields with on-line and HyFlex, hybrid course options. The campus footprint continues to expand along with our degree offerings and we are set to open a new classroom hall in fall 2020, with another academic building anticipated to follow in fall 2022.

A&M-SA is master planned for up to 50,000 students and is currently exploring options or advancing plans for: a second residence hall (2021); a dedicated recreation center (2022); facilities to house state agencies (2023); and large-scale community athletics and recreation facilities, in partnership with the City and County. Our intercollegiate athletics program will launch in fall 2020 and plans for related training, practice and playing facilities are currently being implemented.

While we continue to grow and improve the campus experience, we remain committed to ensuring access and affordability. A&M-SA celebrates excellence and creates life-changing opportunities by providing a quality education, affordable tuition, numerous scholarships and financial aid opportunities, with 67% of our students receiving some form of scholarship or Pell grant. Our exceptional faculty and staff are committed to prepare and empower students to be innovative and contributing members of a global society.

I am truly committed to developing a college-going culture in South San Antonio. Whether our students want to be at the head of the boardroom or the head of a classroom, A&M-San Antonio wants to be part of their educational journey. We are here to serve students throughout Texas and the nation in their pursuit of discovery and lifelong learning. At A&M-San Antonio, we are agile and audacious in our thinking and the possibilities are boundless.



Dr. Cynthia Teniente-Matson

 Invitation and Announcement

Texas A&M University-San Antonio (A&M-SA) invites applications and nominations for the position of Vice President for Business Affairs/CFO. The University is seeking an experienced senior administrator with a successful record of higher education leadership and management accomplishments, who will be forward-thinking, enthusiastic, entrepreneurial and collaborative and provide strong leadership for the division during a time of rapid growth and change.

 About Texas A&M University-San Antonio

In May 2009, the Texas Legislature signed Senate Bill 629, which established A&M-SA as a standalone institution. During the past 10 years, the University has evolved from an upper-division institution of higher education to a comprehensive four-year public university that reflects the culturally diverse, heritage-rich community it serves. During this period, the University has impacted lives in South San Antonio and its surrounding communities, providing access to quality education while becoming a catalyst for regional growth – with countless stories of the students, graduates, faculty and staff who are on a mission to discover, inspire, lead and create. As the University commemorates its 10th anniversary, there is excitement about the next phase of A&M-SA's evolution.

Between May 2009 to fall 2018, the University's enrollment grew more than 180 percent. The University currently serves over 6,700 students and has graduated more than 11,000 alumni. The student body is 62 percent female, 71 percent Hispanic, and approximately 70 percent of students are the first in their family to attend college. Through the University's 29 undergraduate degrees and 14 graduate degrees, students can pursue a wide variety of in-demand fields, such as education, business, information technology and cyber security, criminology and biology. The University prepares and empowers students with knowledge and marketable skills that prepare them for rewarding careers, responsible global citizenship and lifelong learning.

A&M-SA is quickly expanding to fill its 700-acre campus. Due to the rapid growth, the University's footprint is transforming, with Esperanza Hall, the first residence hall having opened in fall 2017, the Science & Technology Building, which opened in spring 2018 and the construction of a new classroom hall, slated to open in fall 2020.

The University's core values, "Excellence, Student Focus, Audaciousness, Opportunity, and Collaboration," provide a foundation for its world-class faculty to inspire graduates to be lifelong learners and responsible global citizens. A&M-SA will continue growing as an economic and social catalyst while becoming nationally recognized for student and academic success.

About San Antonio

The Community

As the seventh largest city in America and the second largest in Texas, San Antonio offers a unique blend of metropolitan energy and small-town charm. San Antonio is home to nationally known Fortune 500 companies and the San Antonio International Airport.

San Antonio is renowned for its culture blending southern charm with international flair, big-city opportunities and excitement with small-town familiarity. The area's Spanish founding, its Mexican American upbringing, its Texas pride and its German influences are all combined in this unique city.

The A&M-SA community enjoys many entertainment and cultural offerings including the San Antonio Symphony. The San Antonio region offers easy access to a variety of attractions and activities for all ages, including six professional sports teams.

UNIVERSITY CORE VALUES



EXCELLENCE

We strive for excellence above all else. Those who represent the A&M-SA family—faculty, staff, students and alumni—do so with the highest standards of integrity and characterize the grit, honor and traditions of the campus community.



STUDENT FOCUS

We use a number of co-curricular activities, including experiential learning, as catalysts to achieve active student learning. We use intentional and innovative teaching and applied learning methods to educate a diverse student body, enhance retention and encourage timely graduation.



AUDACIOUSNESS

We think big and work diligently to fulfill our aspirations. We are an agile, innovative and entrepreneurial university that prepares students, faculty and staff to create a better future and transform the world, starting with our local community, region and state.



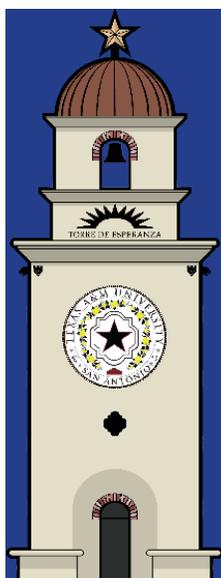
OPPORTUNITY

We create opportunities for a diverse student body by embracing the demographics of our region and the military-connected community. We are inclusive of all learners and welcome students where they are, socially, economically and academically. We prepare all students with marketable skills and undergraduate research experiences that contribute to a meaningful life and a fulfilling career.



COLLABORATION

We value interdisciplinary approaches, partnerships and research opportunities that respond to needs across public and private industries, the military community, school districts, other colleges and universities and the Texas A&M University System.



A&M-SA STUDENT SNAPSHOT FALL 2018 ENROLLMENT

6,616
STUDENTS

71%

SELF-IDENTIFY AS HISPANIC OR LATINO

70%

SELF-IDENTIFY AS
FIRST-GENERATION COLLEGE STUDENTS

182%

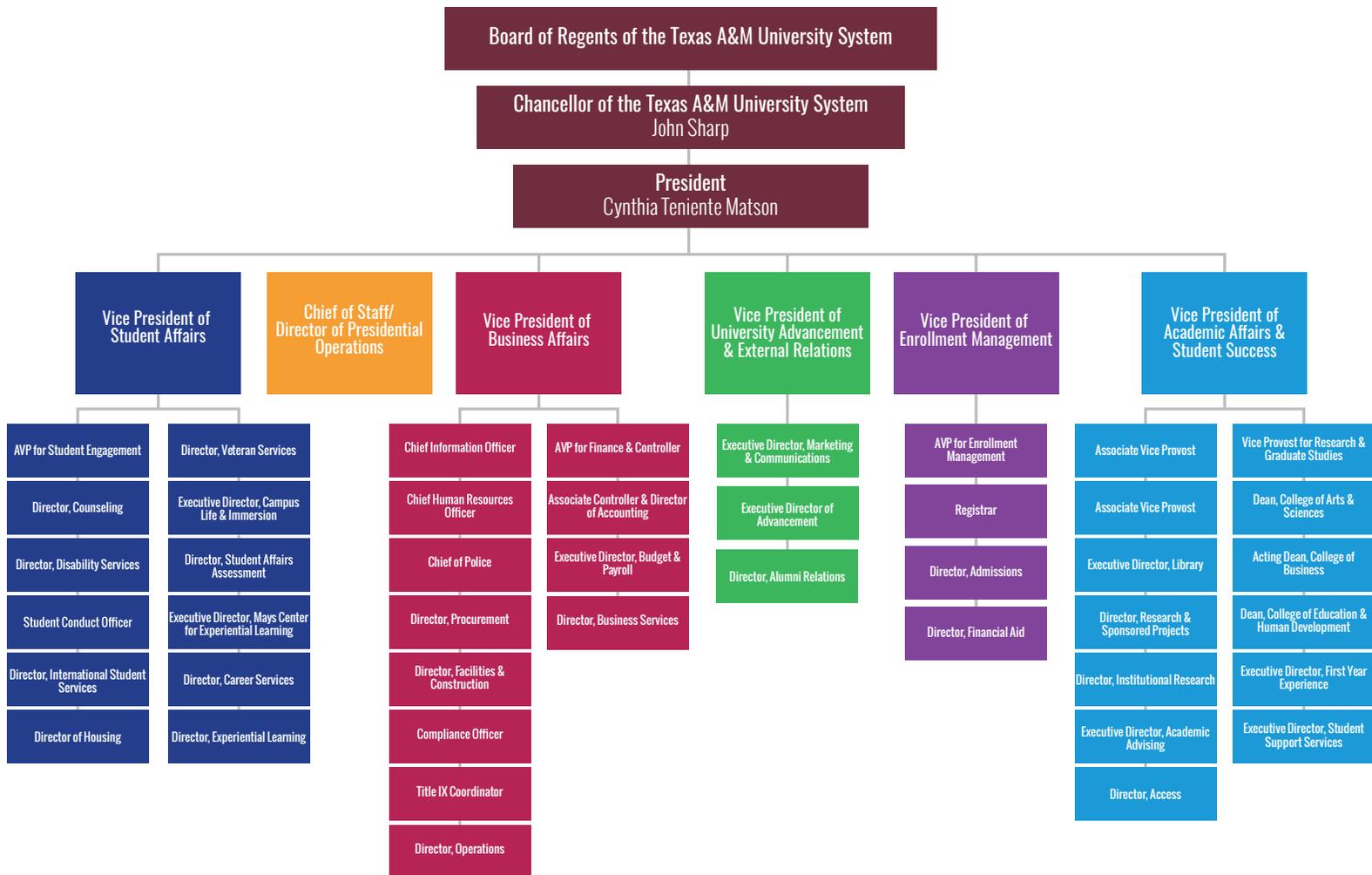
ENROLLMENT GROWTH SINCE 2009

Torre De Esperanza

University Information

UNIVERSITY BUDGET

	Actual FY 2018	Budget FY 2019	Budget FY 2020
State Appropriations	\$32,215,893	\$32,619,859	\$37,203,583
Student Tuition & Fees (net of discounts)	\$31,901,256	\$32,193,728	\$32,666,225
All Other Sources	\$20,968,739	\$20,767,897	\$22,683,267
Total Revenue Sources	\$85,085,888	\$85,581,484	\$92,553,075





The Role of the Vice President for Business Affairs/CFO

Position Summary

The University is seeking an experienced senior administrator with a successful record of higher education leadership and management accomplishments. The successful candidate will be forward thinking, enthusiastic, entrepreneurial and collaborative. The individual will be a trusted advisor on matters of finance, facilities, administrative operations and compliance. This position serves as a key partner to the President and other Cabinet members. As the Vice President for Business Affairs/Chief Financial Officer (VPBA/CFO) of the University, the individual has responsibility for ensuring quality administrative, facilities and fiscal services. The VPBA/CFO reports directly to the University President for all matters related to the management and oversight of the business and financial affairs of the University.

The VPBA/CFO is responsible for the implementation of all fiscal policies and regulations, developing and supporting a quality service orientation, and ensuring ethics and compliance within her/his areas of responsibility. These areas of responsibility include: budget, finance and accounting, business services, contract management, procurement services, risk and emergency management, university police, real estate development and capital project planning, design and construction, facility maintenance, information technology, human resources, payroll services, auxiliary and mail services, administrative compliance services, Title IX, pre- and post-award sponsored research activities, and fiscal oversight of the Texas A&M San Antonio Foundation. The VPBA/CFO is also responsible for sustainability and stewardship of the natural resources needed to assure progressive and efficient operations of the campus including facilities, campus grounds, energy usage and construction, and the University master plan development.

The VPBA/CFO, in partnership with the President and Provost, shares a major leadership role in defining resource allocation, developing priorities and strategies, and implementing campus-wide budget processes. The VPBA/CFO will partner with the Vice President for Enrollment Management to devise enrollment forecasts and will develop related fiscal models upon which to base budget planning. As one of five divisional vice presidents, the Vice President plays a key role in the development of University policy. The VPBA/CFO represents and acts for the President on matters of established financial, facilities, audit responses and administrative policy within the University and the Texas A&M University System, and accepts specific delegations and assignments requiring coordination at the senior administrative level.

Responsibilities of the VP for Business Affairs/CFO

- Provides data to the President, Cabinet and members of the Board of Regents (BOR) on issues relating to the financial status of the University by serving as a member of the President's Cabinet, reporting financial information at the BOR meetings, preparing reports, recommendations, findings and other correspondence as required. Helps to ensure achievement of the goals and objectives of the University by coordinating financial matters with TAMU System, BOR, State Legislature, various state and federal agencies and external constituents.
- Develops and supports a quality service orientation and strong ethics within areas of responsibility. Develops and sustains effective working relationships with System staff, BOR and other A&M components. Maintains open communication with appropriate state officials, facilitating an exchange of information on compliance with fiscal policies and accounting procedures, and implements all relevant state policies regarding fiscal operations.
- Provides business affairs advice to the university President on a wide-range of topics having major short- and long-term impacts on the operations of the university. Advises the President on all matters pertaining to the management, operations, leadership, and oversight for the Business Affairs Division. Oversees all facility and real estate development issues including: capital funding, architectural/engineering and construction services for renovations and new building construction, and obtaining university auxiliary services.
- Oversees the Business Affairs staff including budget, finance and accounting, business services, contract management, procurement services, risk, emergency management, university police, real estate development and capital project planning, design and construction, facility maintenance, information technology, human resources, payroll services, auxiliary and mail services, administrative compliance services, Title IX, fiscal oversight of the Texas A&M-San Antonio Foundation, and pre- and post-award sponsored research activities.
- Develops and monitors the execution of a budget, in excess of \$85M, with various fund accounts. Responds to financial information requests from the Legislative Budget Board, Texas Higher Education Coordinating Board and A&M System offices. Responsible for annual submission of the institution's Annual Financial Report and all financial reports to various state agencies.
- Responsible for sustainability and stewardship of the natural resources needed to assure progressive and efficient operations of the campus including facilities, campus grounds, energy usage and construction and the University master plan development.



The Role of the Vice President for Business Affairs/CFO

Responsibilities of the VP for Business Affairs/CFO (cont.)

- Directs departments to operate effectively and efficiently, maintaining productive and cooperative relationships. Facilitates a work environment that encourages knowledge of, respect for, and development of skills to engage with those of multicultural backgrounds. Leads the division to make the highest and best use for the University resources in pursuit of excellence.
- Serves as the University's audit focal point for the System. Ensures compliance with all finance and administration federal, state, system, and university laws, policies, rules, regulations and procedures. Manages a student population growth and the associated support services for the university's continued growth. Attends quarterly System CFO and System BOR meetings.
- Prevents institutional liability in financial operations; acts responsibly within areas of authority and accountable for associated actions.

Qualifications

Must be a strategically-minded, transparent leader who can effectively advise and collaborate with the President and senior staff. Have demonstrated experience in applying and inspiring a creative approach to finance, facilities and real estate development. Must be an effective communicator and a proactive, engaged partner committed to a data-driven approach to advancing the strategic goals of his/her team and improving efficiencies in operations as well as those of the institution.

Required Qualifications

- Bachelor's Degree in Accounting, Business, Finance, Management or related field.
- Ten years of progressively greater management responsibility in a complex higher education organization; management experience in finance and administration in an organization with over a \$75M budget; management experience must include managing responsibilities for several departments/divisions to include one or more of the following areas and demonstrated familiarity with management issues related to the others: fiscal affairs, business affairs and facilities management.
- A thorough knowledge of—or extensive experience in—budget development and management, public higher education accounting and finance, auxiliary operations, grants administration, contract management, risk management, applicable laws and regulations relating to human resources and employment equity are expected.
- Must have management experience and/or responsibility for a total staff (direct and indirect) in excess of 50; demonstrated experience respecting and participating in shared governance practices; and a successful record of higher education leadership and management accomplishments.
- Experience with integrating technology into administrative systems such as administrative and business services, human resources and/or facilities management processes.
- Leadership experience in strategic planning and involvement in capital project planning and public-private partnership development.
- Demonstrated commitment to equitable and inclusive practices and the ability to work productively with ethnically, culturally and economically diverse populations.
- Excellent decision-making, organizing and planning skills.
- Ability to maintain the highest levels of confidentiality.

Preferred Qualifications

- Advanced degree in Accounting, Business, Finance, Management, Higher Ed Administration or related field.
- Experience working in a dynamic institution on a rapid path to enrollment growth.
- Experience at a public university with 5,000+ students.
- Extensive understanding of the laws and regulations governing higher education.

 **Division of Business Affairs****Business Affairs**

The Vice President for Business Affairs and Chief Financial Officer is responsible for the following functional areas:

Accounting Services

Contributes to A&M-San Antonio's success by providing knowledgeable and professional services for our customers through high quality, timely and accurate processing of financial information.

Budget

Provides strategic planning for the annual budget process; ensures departments have a clear understanding of their budgets; coordinates the internal budget allocation process; and assists with legislative requests as needed.

Contract Management

Supports and manages effective contracts made with customers, vendors, and partners.

Facilities

Maintains the buildings and grounds of the university; oversees construction services for renovations and new building construction; oversees the upkeep of associated equipment and supplies; and maintains a safe and clean campus.

Financial Reporting

Responsible for the accurate and timely reporting of financial information for the university.

Human Resources

Provides strategic employment practices and personnel development to attract, retain, reward, support, and develop the A&M-San Antonio workforce.

Information Technology

Designs, deploys, manages, supports and maintains all technology based resources for students, faculty and staff.

Institutional Compliance & Title IX

Promotes the highest standards of ethics and compliance in all areas of operation.

Payroll Services

Compensates employees in a timely and accurate manner; ensures that all University, state and federal guidelines and policies are followed.

Procurement

Serves university departments for the procurement of goods and services.

Safety, Risk & Emergency Management

Provides a safe environment for all members of the campus community; provides continuous training and education; provides fair, courteous and professional enforcement of regulations.

University Services

Ensures professional auxiliary services are provided to the students, faculty, staff and visitors to A&M-San Antonio, enhancing the quality of student life and ensuring the best value.

Student Business Services

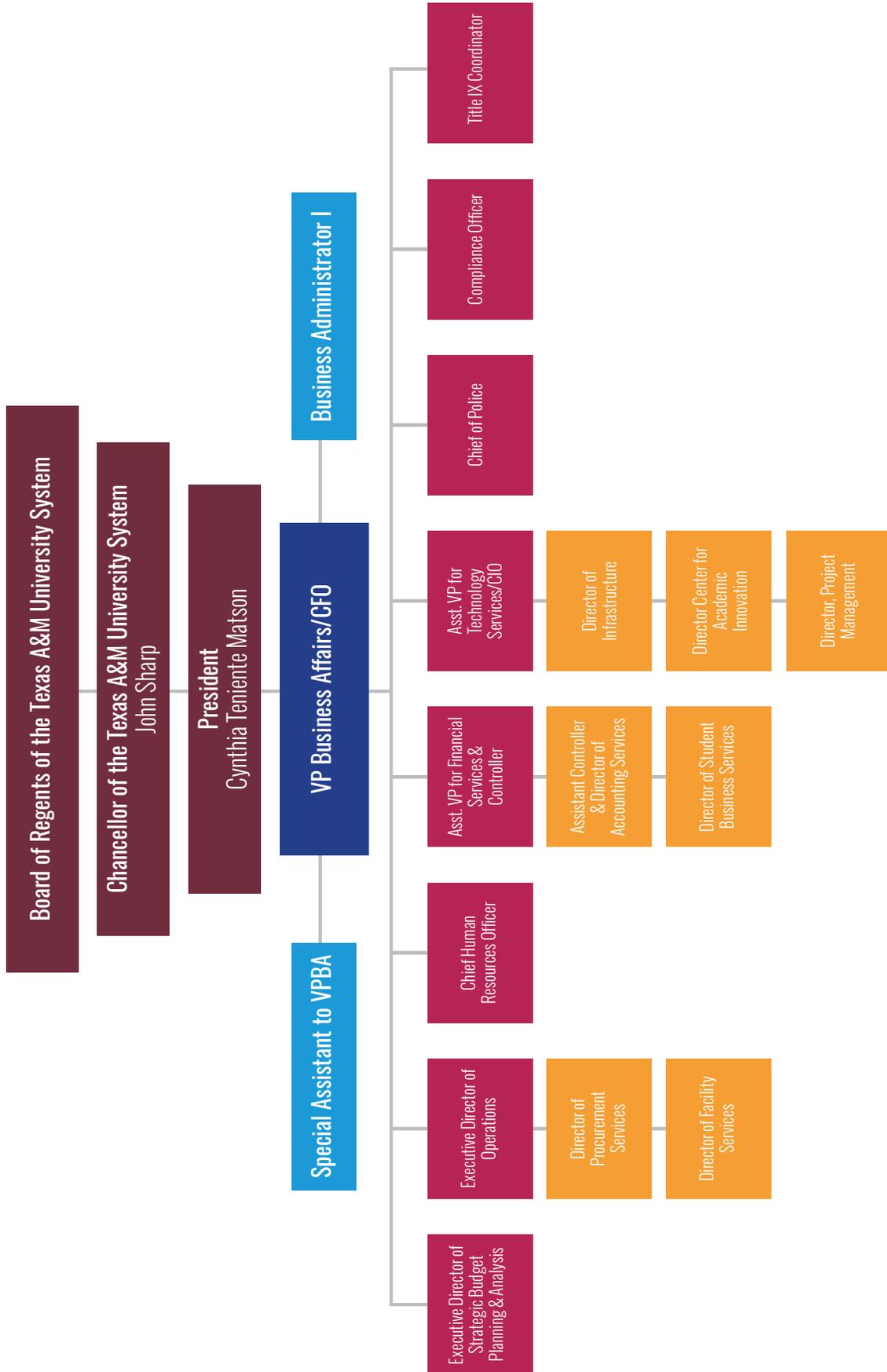
Provides service and assists students in understanding and managing their financial obligations to the university.

University Police

Provides a safe and secure environment for all members of the campus community. Officers are visible and vigilant in crime prevention and fair, courteous and professional in the enforcement of all laws and regulations.



Division of Business Affairs Organizational Chart



Nomination and Application Process

The Search Committee will begin reviewing applications immediately and continue to accept applications and nominations until the position is filled. Applicants must submit a current resume or curriculum vitae and cover letter describing relevant experience and interest in the position.

Nomination letters should include the name, position, address and telephone number of the nominee. All applications and nominations will be handled in confidence.

Please direct all applications, nominations and inquiries for the position to the search firm assisting the University at the contact information below:

Alberto Pimentel, Managing Partner
Email: apsearch@storbeckpimentel.com

Refer to code "TAMUSA-CFO" in subject line.



Storbeck
Pimentel

& ASSOCIATES

Storbeck/Pimentel & Associates
6512 Painter Avenue
Whittier, CA 90601

*Texas A&M-San Antonio is an Equal Opportunity/
Affirmative Action/Veterans/Disability Employer
committed to provide equal employment opportunity to
all persons regardless of race, color, sex, religion, national
origin, age, disability, genetic information, veteran status,
sexual orientation or gender identity.*



 University Traditions

Jaguar March

At the end of our extended orientation program, JagX, all first-year freshmen gather on the last day to walk the Jaguar March, a one-mile march from the Torre de Esperanza to the campus. This march symbolizes the importance of our students starting and finishing their journey to earn their degree.

President's Picnic

Week of Welcome isn't the same without a picnic with our President. President Matson holds a picnic in the middle of campus filled with free food and drinks, and a lot of organizations to help welcome our Jaguar students.

Choose. Act. Impact.

Every year, once a semester, the Mays Center hosts a day of volunteering called Choose. Act. Impact., where students are encouraged to gather with their fellow peers and participate in a volunteering activity of their choice around the A&M-SA community.

Madla Maroon Mondays

On Mondays we wear Maroon... but really! Madla Maroon Monday is the day that our students wear maroon to honor and show pride for Senator Frank L. Madla for his contribution to Texas A&M University-San Antonio and to the city of San Antonio. On specific Mondays of the year, the Student Government Association sets aside Madla Maroon Monday swag to give to students on campus and encourage that school spirit!

Fall Fest - Family Weekend

Every 3rd weekend in October is reserved for you and your familia! This community-wide event has plenty of fun for the family with free live entertainment. There is great food, fun games and bounce houses for children. This is also the time when Mr. and Ms. A&M-SA is announced and crowned.



 University Traditions

Ring Ceremony

The ring ceremony is a special moment for Jaguar students as it symbolizes their commitment to graduating from A&M-SA. Each fall and spring semester, students who have completed 60 credits can purchase their ring and participate in the Ring Ceremony, which is the only time any student is allowed to step on our sacred seal for a picture with their ring.

Festival De Cascarones

It's a Jaguar Fiesta here on campus! Festival de Cascarones is an official Fiesta event that closes out Fiesta. It is a fun event filled with games, food, music and the cracking of cascarones, open to the public!

R.E.D. Fridays

Here at A&M-SA, we take pride in our military students and families. If you find yourself here on a Friday, make sure you are wearing something red! The letters R-E-D stand for Remember Everyone Deployed and since we are a Military Embracing campus, we join in this national tradition and remember everyone that is remotely serving our country.

Jaguars Remembered

This memorial ceremony, held in the President's Garden, is a unique and special time for Jaguars to come together to commemorate all students and alumni that have passed away in the preceding year.

Patriots' Cording Ceremony

The Patriot Cord Ceremony is a special ceremony for the university to honor the service of our Active Duty, National Guard/Reserve and Veteran students. Students must have a DD214 on file and must have completed Basic training and Advance Individual Training (AIT/MOS).



 Military Embracing

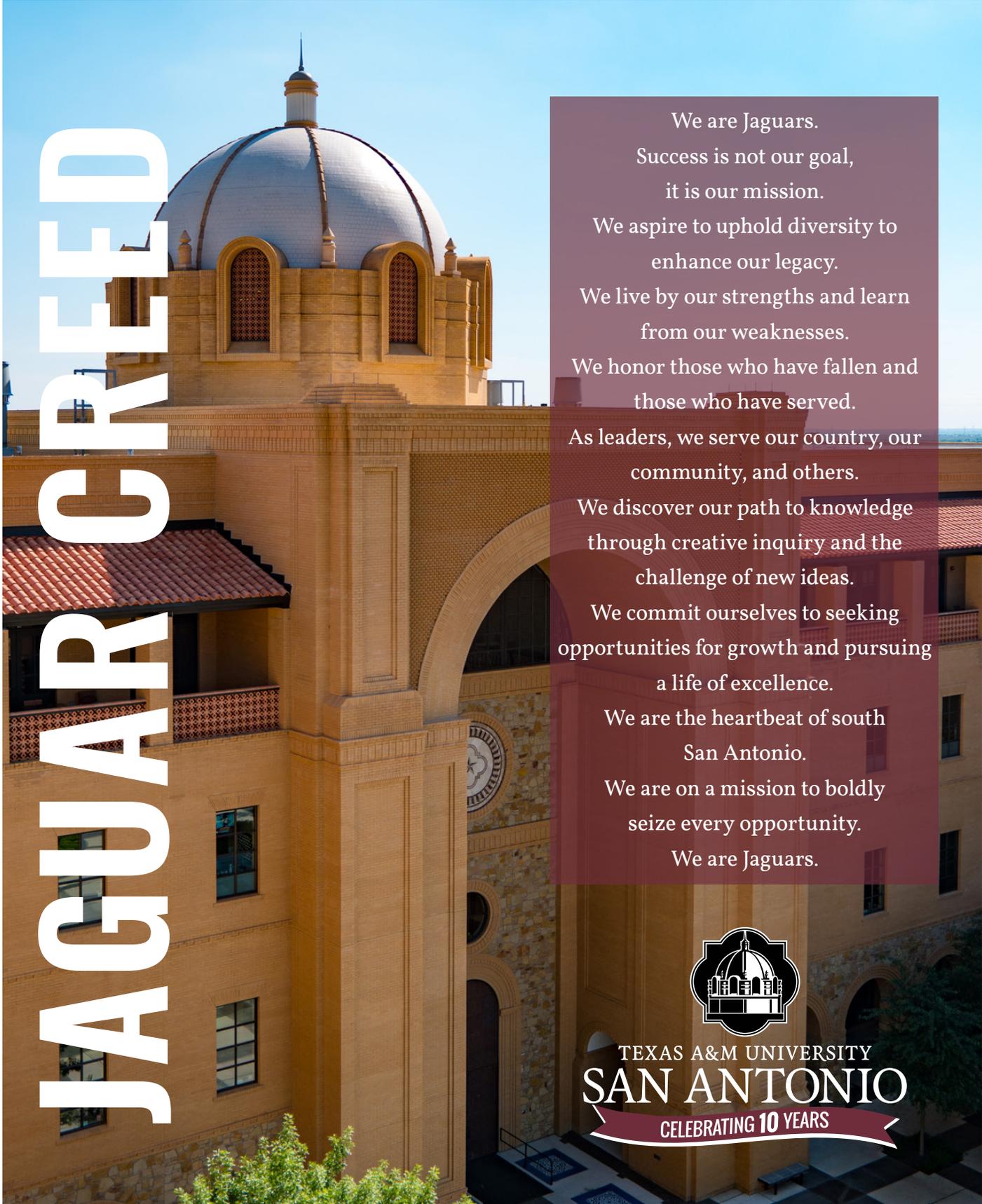


MILITARY EMBRACING™

Texas A&M University-San Antonio is proud to be a Military Embracing™ campus community.

At the heart of this philosophy is a commitment to provide focused services to those who have served in our nation's armed forces and their families. The term embracing reflects Texas A&M University-San Antonio's campus commitment to be culturally competent and holistic in the provision of comprehensive support for military students to assist them in integrating to the larger university community. Promoting student success is accomplished by a seamless interface between offices on campus, as well as connection to a thriving resource network of federal, state, and local organizations and businesses. Military Embracing™ - our mission is to serve those who have served.



 Jaguar Creed

JAGUAR CREED

We are Jaguars.
Success is not our goal,
it is our mission.
We aspire to uphold diversity to
enhance our legacy.
We live by our strengths and learn
from our weaknesses.
We honor those who have fallen and
those who have served.
As leaders, we serve our country, our
community, and others.
We discover our path to knowledge
through creative inquiry and the
challenge of new ideas.
We commit ourselves to seeking
opportunities for growth and pursuing
a life of excellence.
We are the heartbeat of south
San Antonio.
We are on a mission to boldly
seize every opportunity.
We are Jaguars.



TEXAS A&M UNIVERSITY
SAN ANTONIO
CELEBRATING 10 YEARS



TEXAS A&M UNIVERSITY
SAN ANTONIO



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