

**MANISH KUMAR**  
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## **PROFILE**

Energetic and highly committed senior financial and operations executive with a strong record of achievement in building strategic plans, financial management, resource allocation, facilities management and forecasting in both higher education and the private sector. Innovative problem solver with collaborative leadership, analytical and communication skills.

## **PROFESSIONAL EXPERIENCE**

### **VICE PRESIDENT FOR FINANCE AND ADMINISTRATION NORTHEASTERN ILLINOIS UNIVERSITY, CHICAGO, IL.**

**Jan 2020 – Present**

Provide strategic leadership as Chief Financial Officer for NEIU and treasurer for the NEIU foundation. NEIU is a minority serving institution (MSI) and a nationally recognized Hispanic Serving Institution (HSI) with approx. 7,500 students and approx. 1,300 employees and an institutional budget of approx. \$200M. Lead Finance and Administrative units - Business Services (Human Resources, Payroll and Controller), Facilities Management, University Budget, University Technology Services, Procurement and Auxiliary services (Purchasing, Risk Management, Property Control, Mail/Receiving, Bursar) and University Police.

#### Strategic Partnership and Collaboration

- Partner with President, Cabinet & Board of Trustees to provide strategic financial decision making and leadership by creating and implementing FY'21 budget that protected instructional costs and avoided furloughs despite enrollment declines and COVID challenges
- Champion diversity and inclusion through key initiatives such as development and implementation of revised model for "NEIU for YOU" scholarship program utilizing State and Federal support to increase enrollment and aid students most in need and promoted access and inclusivity by working with faculty and staff
- Oversaw the preparation of the Annual Resource Allocation and Management Program (RAMP) Report for Illinois Board of Higher Education and Illinois State Legislature (ISL) Report including historical operating and capital budget requests
- Participated in hearings with the Illinois State House of Representatives and Illinois Senate, providing explanations of operations and performance, securing state level appropriations for FY2022
- Conducted budget town hall presentations in conjunction with the University Planning and Budget Council (UPBC) to hundreds of students, faculty and staff that led to initiatives that generated over \$2.5MM in budgetary savings to the university and kick-started Living-Learning communities within the University
- Developed contingency planning strategies to balance the budget at the onset of the COVID-19 pandemic against a potential 10% reduction in state appropriations and 20% decline in enrollment with no layoffs

#### Long Range Financial Planning

- Developed strong academic-financial partnership by working closely with academic departments to build schedule driven budgeting and improve integrity of instructional budgets - saving over \$3.5 million
- Achieved strong financial base through key strategic choices in budgeting and disciplined fiscal practices resulting in historical three-notch upgrade in University's credit rating by Moody's (December 2021)
- Redefined business processes by implementing new ERP and technology software systems including Enrollment Management Software (Slate), Human Capital Management (Workday) and eProcurement (ChromeRiver) and Student Advising (DegreeWorks)
- Constructed a fully paperless system for managing document flow at onset of work from home period and processed over 22,589 document packets electronically for FY2021 and moved to one payroll cycle which resulted in cost saving of over \$2M in ten-year cycle
- Managed and strategically allocated over additional \$43M of federal and state funds to students in key academic and operational areas to maintain continued operations during COVID

Provide leadership and effectively oversee all finance and administrative units

- Improve reporting by providing detailed information on university balance sheet and net position to facilitate long-term planning and allow for the creation of capital and multi-year budgets
- Modeled and promoted strategies for a high level of employee engagement, fostering a culture of shared goals and developing cohesive, accountable, customer-service and results-oriented teams
- Actively mentored staff to pursue professional development; instilled a culture of service excellence; and provide a supportive, collegial, team-based environment that promotes productivity and continuous improvement

**ASSOCIATE DEAN FOR FINANCE & BUDGET MANAGEMENT, COLLEGE OF ARTS & SCIENCES  
UNIVERSITY OF NORTH CAROLINA AT CHAPEL HILL, NC. 2019 - 2020**

Chief Financial Officer for largest College at UNC Chapel Hill with 17,000 undergraduates, 2,500 graduates, 1,100+ tenured, tenure-track faculty in 70+ departments and 500+ permanent full-time staff. CFO & treasurer for UNC A&S Foundations with direct oversight of \$1.6B (\$1.2B in endowment and \$400M operating budget).

Accounting, Financial Management and Institutional Leadership

- Advised College and University leadership on all matters pertaining to management and operation of accounting, budget management and control, financial information systems, fiscal planning, financial statement preparation, investing, and resource allocation
- Led end-to-end budget planning, financial management, monitoring, analysis, and internal and external financial reporting for UNC-CAS
- Promoted financial well-being of College by providing budget management, monitoring appropriate investments of temporary cash balances, and safeguarding all financial assets

UNC – A& S Foundations & Treasury management

- Managed College's investments and made decisions to liquidate funds to meet strategic needs
- Managed financial affairs for the foundation and oversaw foundation's annual audit
- Implemented and maintained treasury management functions preparation of and filing of IRS Form 990

HR, Facilities, Sponsored Research and IT management

- Lead business operations group to strategize and monitor critical business operations issues
- Prioritized \$880M in deferred maintenance for 77 buildings and 150 million square feet of space
- Negotiated with external agencies to improve procurement process for IT and fund distribution
- Directed financial and administrative oversight of \$90M of sponsored research
- Created B2B partnership with HBCU to create and implement an innovative program to mitigate turnover and attract diverse finance talent to UNC resulting

Strategic Initiatives & Performance Improvement: McKinsey Partnership

- Improved processes and operational efficiencies across key functional areas - HR, Finance & Research
- Standardized purchasing in small dollar procurement to reduce, rework and free up 30%+ in administrative capacity
- Developed and applied risk framework that empowered managers to make appropriate risk determinations, reduce administrative burden while also being good stewards of assets

**ASSOCIATE DEAN FOR ADMINISTRATION AND FINANCE  
RUTGERS BUSINESS SCHOOL (RBS), NEWARK AND NEW BRUNSWICK, NJ 2015–2019**

Chief Financial Officer and Head of Human Resources and Administration with a direct report to Dean and to Sr. Vice Chancellor of Rutgers University. Responsible for oversight and management of \$180M annual budget, 215 full-time faculty, 200+ full-time staff members, 700+ Part Time Faculty, and space planning for 9,800 students across domestic and international locations.

Accounting, Financial Management and Institutional Leadership

- Partnered with six academic departments, 13 academic programs, and 10 research centers, distance learning and Executive Education programs for one business school bilocated across two distinct University campuses
- Provided projections on financial consequences and scenario planning and advised Dean and Vice Chancellors of Newark and New Brunswick
- Directed reporting of all budgetary and other financial data and statistics to University and Government reporting agencies

- Responsible for revenue growth, oversight and management of international campuses including Singapore and China
- Developed new processes for predicting, calculating, managing, and tracking departmental, center, and administrative unit budgets and advising these entities on an ongoing basis
- Partnered on implementation Responsibility Centered Management (RCM) model which increased transparency, encouraged units to increase revenues and reduce costs and develop multi-year budget plans
- Redesigned model supporting faculty research proposals contributing to support growth in sponsored research from \$6M to \$17M

#### People, Process & Performance Improvements

- Served as chief human resource officer - represented and advocated RBS management interest in labor negotiations and coordinating all stakeholders - Risk Management, University Human Resources, Office of General Counsel, and Office of Employment Equity
- Led development of new administrative organizational structure building on RBS's strengths and continue to create an innovative future for the School in a rapidly evolving market resulting in \$1.9M reduction in operating expenses
- Sponsored new staff development committee which allocated \$50k in investments annually

#### Policy Implementation

- Created and oversaw implementation of new policies including employee travel and expenses in collaboration with Internal Audit, Compliance and Ethics group
- Restructured and implemented mission and vision of Rutgers's China and Singapore's Wholly Foreign Owned Enterprise (WFOE) and served as legal representative to ensure compliance

#### Academic Enterprise, Administrative Operations & Information Technology

- Served as Acting Executive Director for IT department ~1.5 years
- Negotiated and executed contracts including leases, licensing agreements and vendor agreements
- Oversaw space utilization, renovation, and resource deployment for projects affecting multiple departments, centers, and programs within school
- Partnered on creating and implementation of new master's programs and participated in annual RBS-AACSB re-accreditation and Middle State re-accreditation process
- Modernized technology by investing and implementing solutions that enabled staff growth of only 20% when enrollment doubled

### **DIRECTOR OF STRATEGIC INITIATIVES**

**UNIVERSITY OF IDAHO, COLLEGE OF ART & ARCHITECTURE, MOSCOW, ID** 2011–2015

Reported to College Dean, responsible for day-to-day operations of Dean's office, including all Finance, HR, IT, Marketing and enrollment management

#### Strategic Planning, Marketing, and Communications

- Led CAA's first strategic planning process, changing decision making from a reactive, non-linear approach to a forward-looking, data-driven approach using technology
- Launched and administered a five-year plan focused on increasing enrollment and building reputation

#### Academic Administration and Facilities Management

- Automated, streamlined, and standardized reporting procedures for capital and non-capital expenditures, with an emphasis on laboratory and technology expansion
- Created a fiscal year scorecard to benchmark and measure financial objectives, customer service goals, process streamlining, and growth plans
- Chaired space planning and safety committees that oversaw construction of new UI laboratories and learning centers

#### Organizational Design, Manpower Planning, and Staff Recruitment

- Analyzed staffing history for 7 departments and create a cost-effective organizational design and recommended flexible scheduling during peak periods to improve efficiency
- Utilized People-Admin to design and deliver management and staff development programs that improved professional growth while building robust leadership development pipeline
- Reorganized several departments to be more responsive to student and faculty needs

**DIRECTOR/SENIOR PROJECT MANAGER****AMERICAN EXPRESS (AMEX), PHOENIX, AZ****2010–2011**

Led project management functions for implementation of Amex's loyalty program and integration of program into company's ERP system. Used rigorous project management and decision support methodologies. Supervised a department with a \$30MM budget. Managed a team of 65, including 6 managers.

**SENIOR PROJECT MANAGER/PROGRAM MANAGER****AAANORTHERN CALIFORNIA, NEVADA & UTAH, PHOENIX, AZ****2008–2010**

Supervised several work streams in the project management office for AAA. Responsibilities included data analysis, modeling, and forecasting. Supervised a staff of 50, including 4 managers.

**PROJECT MANAGER/BUSINESS ANALYST (MBA INTERNSHIP)****STATE STREET GLOBAL ADVISORS (SSGA), BOSTON, MASSACHUSETTS 2007****PRINCIPAL/SENIOR PROJECT MANAGER (AND PREVIOUS POSITION)****INTRAEDGE, PHOENIX, ARIZONA 2002–2006**

Led teams that designed and implemented productivity improvement and new business development projects. Clients included Arizona State University and Bank of America. Promoted to Principal in 2005.

**EDUCATION**

**UNIVERSITY OF GREENWICH, LONDON, UK EXPECTED SUMMER 2022** PhD, Supply Chain Management (ABD status) Department of Systems Management and Strategy

**NORTHEASTERN UNIVERSITY, BOSTON, MASSACHUSETTS 2008** MBA. Achievers Scholarship.

**CERTIFICATIONS**

**RUTGERS BUSINESS SCHOOL, EXECUTIVE EDUCATION, NEW BRUNSWICK, NJ 2017**

Communication and Customer Service Training.

**HARVARD KENNEDY SCHOOL OF GOVERNMENT, CAMBRIDGE, MA 2015** Crisis Leadership in Higher Education.

**MASSACHUSETTS INSTITUTE OF TECHNOLOGY, CAMBRIDGE, 2013** Executive Certificate in Management and Leadership.

**GRANTS**

*State of NJ, Dept. of Education, Career and Technical Student Organizations (CTSO), "Enhancing Teaching and Student Leadership in Career Clusters of Business, Management, Administration and Finance: Future Business Leaders of America," 09/01/14 through 08/31/2017 \$436,800.*