



Vice Chancellor for Finance and Administration Prospectus



University of South Carolina Upstate

Vice Chancellor Prospectus



Our vision
of education for all
that **inspires** a thriving
and just society
guides our future.

University of South Carolina Upstate

OUR MISSION:

- **Transform** the lives of students, their families, and communities,
- **Advance** social and economic mobility,
- **Empower** faculty, staff, and students to become lifelong leaders,
- **Offer** innovative and global research, teaching, and high-impact learning and
- **Drive** regional economic growth.

OUR VALUES:

- **People First.** USC Upstate cultivates an inclusive community that advances equity, wellness, and civility.
- **Integrity.** USC Upstate prioritizes honesty and ethical conduct as fundamental to our core mission of student success.
- **Access.** USC Upstate removes barriers to opportunity and success.
- **Stewardship.** USC Upstate is committed to affordability and intentional stewardship of resources, both human and financial.
- **Continuous Improvement.** USC Upstate strives for excellence in all operations.
- **Community Connection.** USC Upstate prioritizes community collaboration and engagement.



The University of South Carolina Upstate (USC Upstate) invites applications and nominations for the position of Vice Chancellor for Finance and Administration (VCF&A). USC Upstate, located in Spartanburg, South Carolina, is a public university that is part of the University of South Carolina System. It offers bachelor's, master's, and doctoral degrees and has around 5,000 students.

The VCF&A is a member of the Chancellor's leadership team with a broad portfolio of responsibilities, including budgetary and financial accountability and creating economic and administrative strategies to support and enhance institutional and strategic priorities. The VCF&A oversees university accounting and finances, facilities, and construction, law enforcement and public safety, business affairs, risk management, human resources, Title IX, EEO, bursar's office,

purchasing, postal services, bookstore, employee relations, dining services, and housing facilities.

The VCF&A serves as an administrative liaison with the foundation boards, amplifying the culture of creativity that is central to Upstate.

Qualifications along with additional information about the position and University of South Carolina Upstate can be found in the leadership profile on page 9.



USC Upstate is located in the Upstate region of South Carolina, in the foothills of the Blue Ridge Mountains. It is the largest comprehensive university in the USC System and the only public comprehensive university in the Upstate region. Independently accredited, USC Upstate currently offers more than 50 undergraduate and graduate **academic programs** within five distinctive colleges. These programs include majors, minors, certificates, and pre-professional programs. The Mary Black College of Nursing is one of the top talent pipelines for local health care systems, and more than half of the teaching graduates from the College of Education, Human Performance, and Health work in the Greenville or Spartanburg school districts. The university recently added a bachelor's program in industrial engineering to support the workforce needs of the manufacturing ecosystem in the area. Faculty governance is a valued part of the culture at USC Upstate.



#2

Top Public Schools
(Regional Colleges South)

Accolades

USC Upstate is ranked No. 2 on U.S. News and World Report's list of Top Public Schools (Regional Colleges South) and on its list of Best Colleges for Veterans (Regional Colleges South). It is also highly ranked by both U.S. News and World Report and CollegeNET for social mobility (No. 6 among Regional Colleges South, No. 1 in South Carolina, respectively). Washington Monthly recognized USC Upstate for its undergraduate academic excellence and affordability by ranking it among the top 20 baccalaureate colleges and Best Bang for the Buck colleges in the Southeast for 2024.

USC Upstate also recently received a \$4.9 million grant from the Mellon Foundation to support internships for humanities majors. The grant is the largest the university has ever received from a private foundation or non-government agency.



Location

USC Upstate is located in Spartanburg, South Carolina, between Atlanta and Charlotte. The 10-county region continues to experience significant growth, with the population estimated to reach nearly 1.8 million by 2035. Currently the population is approximately 1.6 million. The area is home to many international and regional employers, including BMW Manufacturing Co., Greenville County Schools, Michelin, Prisma Health, Spartanburg Regional Healthcare System, Walmart, GE Vernova, and Milliken & Co.

The Upstate's mild climate, with four distinct seasons, allows for outdoor activities year-round. The area has lakes, rivers, parks, preserves, and an abundance of biking and hiking trails. Situated at the junction of I-85 and I-26, the city of Spartanburg provides easy access to both the Blue Ridge mountains and Atlantic beaches. The city is 75 miles from Charlotte, 93 miles from Columbia, and approximately 175 miles from Atlanta.



Greater 2030

USC Upstate leaders have developed a plan with five strategic priorities to guide its growth in the coming years. While the state has experienced significant business investment and employment growth, the workforce has shrunk. High school graduates who pursue post-secondary education within one year of graduation have decreased from 56% in 2015 to less than 44% in 2020. By 2030, the number of people over 65 will be almost equal to the number of people under 20.

5 Spartan Priorities

The university's strategic priorities are designed to address these dual challenges.

Spartan Distinct

Enhancing Areas of Academic Distinctiveness

Spartan Recruit

Cultivating New Enrollment Growth

Spartan Success

Prioritizing Student Completion

Spartan Partners

Accelerating Community Engagement & Impact

Spartan Future

Optimizing for the Future

Details about each of these areas can be found on the USC Upstate [website](#).



ABOUT THE CHANCELLOR

Dr. Bennie L. Harris is the fifth chancellor to lead the University of South Carolina Upstate, where he fulfills his purpose to inspire and develop people to change the world. Dr. Harris is the first African American to lead USC Upstate, and he believes higher education offers opportunities for people to experience possibilities and achieve their greatest aspirations.

Since becoming chancellor, Dr. Harris has forged new partnerships with county school districts to support bachelor's degree attainment and faster pathways to education degrees for aspiring teachers; overseen the addition of a new doctoral program in nursing and a new bachelor's degree in industrial engineering; helped expand study abroad opportunities for students; and supported the creation of a new scholarship program to help cover almost all costs for talented Upstate high school students, among other achievements.

Dr. Harris became chancellor in July 2021. He previously served as senior vice president for institutional advancement at Morehouse School of Medicine. A native of the Mississippi Delta farming community of Deeson, Dr. Harris holds a Bachelor of Science in industrial engineering from Mississippi State University; a Master of Business Administration in strategic marketing from Washington State University; and a Ph.D. in strategic educational marketing from the University of Alabama at Birmingham.





Leadership Opportunities for the Vice Chancellor for Finance and Administration

Partner with the chancellor to help execute the chancellor's vision for Upstate.

The VCF&A will devise plans to support the growth of the institution in capital planning, leveraging public (including state and county) and private support as well as grants and philanthropy to realize a track and field space; a convocation center; a nursing building; and an engineering building, among other capital plans. Taking a strategic and entrepreneurial approach, they will support the work of amplifying the significance and distinctiveness of being a regional comprehensive university, and Upstate's particular contributions to their region and the state.

Maintain a balanced budget and support the University's new Strategic Plan.

Working with the newly formed Budget Committee that consists of members of the cabinet who are highly engaged in budget planning and analysis for their respective units, the VCF&A will collaborate on and prioritize recommendations from this committee all the while maintaining a balanced budget. In addition, work in concert with the Chancellor and others to ensure that the University's new strategic plan, with a significant increase in enrollment, is appropriately resourced.

Work with the system budget office.

As part of a larger public system, the University's budget is coordinated between USC Upstate and the system, and ultimately the state of South Carolina. The VCF&A will have the political, influencing, and negotiating skills to maximize funding for the university working in collaboration with the system and their senior leader colleagues.

Support enrollment and tuition initiatives.

The VCF&A will support enrollment growth and the maintaining of tuition at a certain level, taking into account the support provided through "tuition mitigation" and identifying other revenue strategies that will supplement the institutional resources.

Build strong relationships.

The VCF&A will embark on a dedicated effort to build strong relationships with the different operating units that report to them as well as across the campus, community, and system. This work will rely on a clear and transparent communication style, an honest approach to difficult situations, and careful listening to all stakeholders.

Lead a high-performing team.

Joining a highly functioning long-tenured team, the VCF&A will develop strategies for succession planning. Several retirements are anticipated in the next few years among staff who have stayed on in order to support the institution through leadership transitions, and it will be critical to ensure institutional knowledge transfer, leadership development and other approaches to secure continued success for the university.



Key Responsibilities

Serving on the chancellor's leadership team and as the chancellor's representative as needed, the VCF&A is fiscally responsible for a university budget of \$90M+ and has direct supervision of the offices of Human Resources, Employee Relations, Facilities, University Police and Public Safety, Purchasing and Business Services, Budget and Planning, and Capital Planning, Bookstore, and Bursar. In addition, they are responsible for the management of the dining, beverage and vending contracts and oversight of all other financial funds, including Athletics, Student Affairs, Auxiliary, Grants/Contracts, Enterprise Funds, Financial Aid, etc. and personnel actions for compliance with all USC policy, state, and federal regulations. They are responsible for the financial and contractual functions associated with programs including management of operational budgets and program revenues and expenditures.

Core activities include:

- Planning, directing, implementing, and providing oversight for appropriate procedures for university fiscal and administrative operations.
- Providing oversight, leadership, planning, and guidance for the following university operations: fiscal planning, budget development and control, accounting, accounts receivable, purchasing, postal services, inventory, human resources, EEO, Title IX, employee relations, university law enforcement and public safety, facilities operations, maintenance and construction (including housing), environmental safety, bookstore, contract administration, and risk management.
- Assisting the chancellor in the review of contracts and coordinating with legal for review and BOT approvals, in master plan development, land acquisitions, and lease negotiations.
- Representing the University on state, local and University system committees as required in the chief financial and administrative officer position.
- Maintaining consultative working relationships with appropriate faculty, staff and student governance groups and committees in program and policy development.
- Participating with the system financial team to provide input on the legislative, regulatory, and financial management processes related to university affairs.
- Providing campus leadership for appropriate internal control for fiscal and legal compliance with Board of Trustees, system policies, state, and federal laws.
- Working with the chancellor and other vice chancellors to resolve financial, compliance, infrastructure, and organizational matters of the university.



Qualifications

- At least 12 years of progressively responsible finance and administration experience, preferably in a higher education setting with superior management and budgetary skills.
- Bachelor's degree required.
- Accomplished finance and operations leader with notable executive experience in the private, public, and/or nonprofit sectors.
- Demonstrated positive, sustained impact in complex environments, where collaboration and influence management were critical to success.
- Track record that includes working effectively as part of a senior leadership team characterized by trust, open communication, and shared goals.
- Ability to communicate clearly and concisely with a variety of constituencies, including faculty and staff, high-level administration, Board of Trustees, Foundation Board, Real Estate Foundation Board, and the community and within layered governance structures.
- Ability to optimize enterprise performance on multiple dimensions including mission, values, and finances.
- Ability to drive strategic resource planning and budgeting, operations, and risk management and develop decision support analytics and systems to support these activities.
- Experience recruiting, motivating, developing, and retaining a high-performance workforce.
- Demonstrated track record building diversity and instilling values related to equity and inclusion.
- Setting the tone at the top for institutional integrity, transparency, and openness.
- Building a customer service culture.
- Developing effective communication processes and building relationships at all levels of an organization.
- Must exercise sound professional judgment.
- Entrepreneurial and creative in their approach.



How to Apply

The Search Committee, supported by AGB Search, is currently accepting and reviewing applications until the position is filled. The deadline for submission for best consideration is **Friday, February 14, 2025**.

Candidates Should Provide:

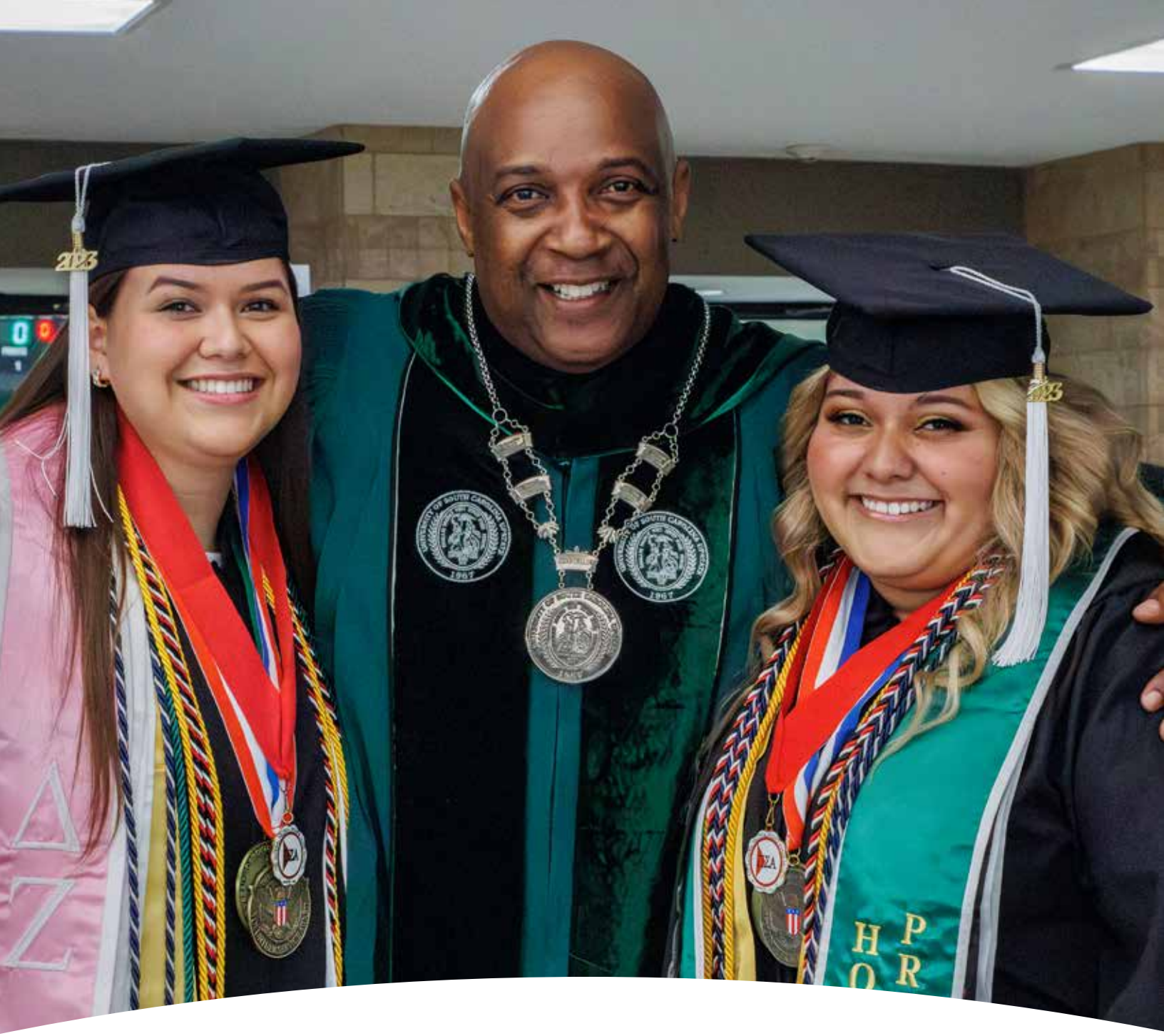
- Letter of interest stating how the candidate's experiences and qualifications connect with the characteristics and priorities expressed in the position profile.
- Resume or curriculum vitae.
- Five professional references with emails, telephone numbers, and a description of the candidate's professional relationship with each reference listed (references will not be contacted without prior written authorization from the applicant).

Please click [here](#) to apply for the position. Applicants who indicate they are veterans will have their status checked, and background checks will be performed on finalists. Should you have any questions or encounter any difficulties with the application process, please contact UpstateVPFA@agbsearch.com.

The search is being assisted by the following professionals from AGB Search:

Monica Burton
Principal
monica.burton@agbsearch.com
(917) 825-2961

Margaret "Peggy" Plympton
Principal
margaret.plympton@agbsearch.com
(484) 554-4542



EEO Statement

The University of South Carolina does not discriminate in educational or employment opportunities or decisions for qualified persons on the basis of age, ancestry, citizenship status, color, disability, ethnicity, familial status, gender (including transgender), gender identity or expression, genetic information, HIV/AIDs status, military status, national origin, pregnancy (false pregnancy, termination of pregnancy, childbirth, recovery therefrom or related medical conditions, breastfeeding), race, religion (including religious dress and grooming practices), sex, sexual orientation, veteran status, or any other bases under federal, state, local law, or regulations.



UPSTATE
University of South Carolina