

TEXAS SOUTHERN UNIVERSITY
BOARD OF REGENTS AGENDA

COMMITTEE: Litigation and Personnel
ITEM: Appointment of Edward Craig Ness as Vice President for
Administration and Finance/CFO
DATE PREVIOUSLY SUBMITTED:

SUMMARY

Approval is requested for the appointment of Edward Craig Ness as Vice President for Administration and Finance/CFO for Texas Southern University. Since 1974, Mr. Ness has held leadership positions in both the Administration and Finance Division and the Academic Affairs Division for the University of Houston/University of Houston System. He currently serves as Associate Provost for Academic Affairs where he is responsible for all administrative and financial functions in the Academic Affairs Division. He received his Bachelor of Arts, Magna cum laude, at Temple University and his Masters of Business Administration from the University of Houston. The Search Committee reviewed all applications for the position and selected six individuals for a telephone interview. After these interviews, five individuals were selected to visit campus to meet with the Search Committee, faculty representatives, and the Vice President's direct reports. From evaluations submitted by each of these groups, the Search Committee recommended three individuals to the President for his consideration. The president selected Mr. Ness. Mr. Ness is expected to begin his assignment on September 15th of this year.

FISCAL NOTE: Annual Salary of \$250,000

SUPPORTING DOCUMENTATION: Copy of Mr. Ness' resume.

ACTION REQUESTED: Approval

Legal Certification: This proposal and its implementation will not be in violation of any applicable Federal, state, or local law or regulation.

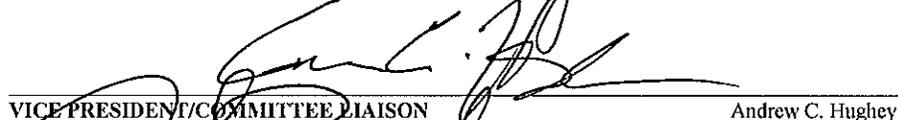

GENERAL COUNSEL

8/21/14
DATE

Fiscal Certification: The fiscal note shown above details the true and actual positive or negative fiscal effect that implementation of this proposal will achieve.


CHIEF FINANCIAL OFFICER

8/20/14
DATE


VICE PRESIDENT/COMMITTEE LIAISON
Andrew C. Hughey

8/21/14
DATE


PRESIDENT
John M. Rudley

8/21/14
DATE

Edward Craig Ness

16418 Larkfield Drive
Houston, Texas 77059

ecness@earthlink.net
713-303-3204

Proven higher education administrator, experienced in operational and strategic planning, financial projection and organization, accounting and reporting, human resource management, academic and administrative program management, information systems implementation and facilities construction and renovation.

University of Houston, Academic Affairs (2002 to present)

- Associate Provost for Finance and Administration (current)
- Associate Vice President for Academic Affairs Administration and Finance
- Assistant Vice President for Academic Affairs Budget and Administration
- Executive Director for Academic Budgets and Administration

Summary of responsibilities:

- Serve as the chief financial officer for the Division of Academic Affairs.
- Report directly to the Senior Vice President/Vice Chancellor for Academic Affairs and Provost and serve as a member of Provost Cabinet.
- Report indirectly to the Executive Vice President/Vice Chancellor Administration and Finance and represent the division, including 13 colleges and libraries and the Office of Academic Affairs, in financial matters.
- Responsible for the overall strategic and operational planning for financial, accounting, student accounting, human resources/payroll services, internal auditing, and procurement for the division of Academic Affairs.
- Work collaboratively with and advise the deans on matters as related to facilities, budget forecasting and employment matters.
- Collaborate with University budget and finance offices in financial matters related to the division and college operations.
- Through the University Student Financial Services Office, ensure that approved tuition and fees are appropriately applied to academic programs and activities.
- Represent the Provost in matters related to administration, finance, non-instructional personnel and facilities, working directly with executive and senior management.
- Supervise the activities of the Central Business Office, Director of Division Business Operations and Executive Director of Academic Budgets and Administration.
- Direct the activities of college business management directors.

Facilities management:

- Represent the Provost and the Division of Academic Affairs in the area of facilities maintenance and operations, working with Facilities Planning and Construction, Facilities Management, and the Division of Research.
- Serve as the owner's representative in matters related to the construction of new academic space and major renovation of academic space.
- Collaborate with the Associate Vice Chancellor for Finance in the funding of academic space construction and renovation projects.

Financial management:

- Collaborate with the Vice Provost for Strategic Planning in preparing and directing the annual budget process for the division.
- Collaborate with the Associate Vice Chancellor for Finance and the Vice Provost for Strategic Planning in development of the university's operating budget.
- Direct the preparation of annual budget allocations for the colleges and academic units.
- Ensure that college and division funds are expended appropriately and in compliance with university policy and statutory requirements.
- Monitor fund reserves and budget balances to ensure adequate funding for academic activities and initiatives.
- Lead tuition and fee initiatives for the division.
- Oversee annual tuition and fee request and reconciliation processes within Academic Affairs. Serve as staff to the University Tuition and Fee Committee.

Personnel management:

- Ensure that employment actions for non-instructional staff within Academic Affairs are appropriate, comply with policies and regulations and best serve the interests of the colleges and division.

Accomplishments:

- Directed implementation of PeopleSoft Campus Solutions for University of Houston and UH-Victoria within schedule and budget.
- Directed the implementation of the University of Houston System Financial Data Warehouse; implementation completed within 16 months of start of project. Financial data warehouse technical structure and development team used as basis for student data warehouse, construction of revised annual financial reports and implementation of Oracle Planning and Budget.
- Revised college administrator structure with those individuals reporting directly to the deans and indirectly to the chief administrative officer in Academic Affairs, improving the accountability of the colleges in financial and administrative matters.
- Directed the process leading to improved and stable funding of college instructional and support operations through the implementation of differential charges.
- Led the process of consolidating multiple tuition rates, fees and charges into single rates per semester credit hour, allowing more efficient administration and use of technology while maintaining accountability required by state and federal regulations and statute.

University of Houston/University of Houston System, Administration and Finance (1993 to 2002)

- Executive Director, Finance
- Application Lead, Future Administrative Systems Team (Finance)
- Director, Financial Accounting

Summary of responsibilities:

- Directed the activities, including management of personnel and budgetary matters, of units within the University of Houston/UH System Finance Department: Accounts Payable, Bank Reconciliation, Financial Accounting, General Accounting, Property Management and Research Accounting.
- Convened the UH System Chief Accounting Officers.
- Chaired the UH System Financial Leaders Group.
- Ensured the implementation or revision of procedures and policies to ensure compliance with new or changing state and federal accounting and expenditure requirements.
- Participated in internal and external audits of university financial reporting and processes.
- Served as business owner of the university's financial systems.

- Authored or approved policy and operational processes for the department and as applicable to university business practices.

Financial management:

- Ensured that University of Houston/UH System accounting complied with state and federal requirements.

Personnel management:

- Supervised the activities of managers of departments within Finance Department.
- Ensured timely and consistent performance appraisal of staff.

Information systems:

- Designed or directed changes to the university's financial systems including accounting, accounts payable and property management.
- Served as co-chair for selection of PeopleSoft ERP systems.
- Served as application lead for implementation of PeopleSoft financial system.

Accomplishments:

- Reduced monthly closing of legacy financial system from 90 days to 3 days.
 - Directed the first reconciliation for 10 years of federal Department of Education cash to university records.
 - Led the implementation of PeopleSoft Financials for UH System within schedule and budget.
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University of Houston (1978 to 1993)

- College Business Administrator, Cullen College of Engineering
- Administrator, Division of Information Technology
- Associate Director for Operations, School of Communication

Summary of responsibilities:

- Directed the financial and administrative affairs of the units, including budget development and expenditure control
- Managed all non-instructional staff.
- Ensured compliance with university policies and external regulations.
- Implemented departmental business office structure to better support growing research in the College of Engineering.
- Designed and implemented networked document tracking system.
- Taught media production courses at the undergraduate level.
- Managed multiple media laboratories, including radio, television, editing and photographic darkrooms, in support of the academic program.
- Scheduled courses to meet the requirements of student degree progress while maximizing use of facilities.

Accomplishments:

- Collaborated on successful merger of three departments into single School of Communication.
- Served as Acting Director following resignation of Director of the School.
- Recognized by University of Houston with Staff Excellence and Charles F. McElhinney Distinguished Service Awards.

Temple University, Philadelphia, Pennsylvania (1974 to 1978)

- Director of Operations, Department of Radio-Television-Film
- Chief of Production, Department of Radio-Television-Film

Summary of responsibilities:

- Managed complex production laboratories in support of major academic media program, including multiple television and audio recording studios, motion picture sound stage, motion picture processing laboratory and video and film editing suites.
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Education

Masters of Business Administration
University of Houston (1996)

Graduate Study toward Master of Fine Arts
Temple University (1974-1977)

Bachelor of Arts
Magna cum laude
Temple University (1974)

Continuing Professional Education

- College Business Management Institute, University of Kentucky
- PeopleSoft Financial System Implementation and Development

Professional Memberships

- National Association of College and University Business Officers
- Society of College and University Planners
- Southern Association of College and University Business Officers
- Hispanic Association of Colleges and Universities, Institutional Representative

University Service

- University of Houston Staff Council, Chair
- University of Houston Planning and Policy Committee, Member
- University of Houston Fringe Benefits Committee, Chair
- UH System Fringe Benefits Committee, Member
- University personnel search committees and steering committees

Honors and Recognitions

- Phi Kappa Phi, Member
- Charles F. McElhinney Distinguished Service Award, University of Houston
- Staff Excellence Award, University of Houston

Community Service

- Access Houston Cable Corporation, President
- Northwest YMCA Board of Directors, Member
- Garden Oaks Board of Trustees, Member
- Boy Scouts of America Sam Houston Area Council, Scoutmaster/Assistant Scoutmaster, Den Leader
- Youth baseball and soccer, Manager, Coach and Assistant Coach