



THE BOTTOM LINE

VICE PRESIDENT FOR FINANCE AND CHIEF FINANCIAL OFFICER | FEBRUARY 2019

RECENT NEWS & ANNOUNCEMENTS

Results now available for VP for Finance Inclusion & Diversity Climate Survey

More than 120 employees from the VP for Finance area completed the department's first climate survey.

[See the results...](#)

Virginia Tech FY2018 Annual Financial Report now available

The university's financial report for 2018 is now available. Read a message from the VP and CFO and access the full report [here](#).

Registration open for Spring 2019 Professional Development workshops and trainings

View the [calendar of activities](#) and sign up for sessions today at [training.vt.edu](#).

VPF Internship & Fellowship Program highlighted at OID event

[View the poster](#) presented at the Jan. 15 Advancing Diversity Summit, sponsored by the Office of Inclusion & Diversity and read more about the event [here](#).

W-2 and 1042S forms now available

2018 electronic W-2 and/or 1042S forms are now available and can be accessed through Hokie SPA.

UPCOMING EVENTS

George Washington Day

February 18 | Staff-only holiday

VP for Finance Employee Awards & Recognition Reception

March 13 | 3-5 p.m. | Lane Stadium

Mark your calendars! Hosted by the VP for Finance Inclusion & Diversity Committee! Make sure to [register](#) soon, and please consider [nominating](#) a deserving co-worker!

MESSAGE FROM THE VP FOR FINANCE & CFO

I am pleased to share with you some recent updates we've made to the VP for Finance Mission Statement.

The financial leadership we provide is indispensable to Virginia Tech. The scope of our work is tremendous, and the excellent service you provide for so many customers and stakeholders makes a difference throughout the university community and the Commonwealth.

Our Mission Statement has been representative of our core values and critical responsibilities over the years. One of those has been to take deliberate steps toward improving inclusion and diversity throughout our units, and we have made progress. At this stage of our efforts, it's important that we expressly recognize this core value and our continued commitment to growing a stronger culture of inclusion and diversity in our units.

Along those lines, I asked our Inclusion and Diversity Committee to review the language of the Mission Statement, and provide some fresh ideas that appropriately reflect our pursuit of a more inclusive environment - one that values the diversity of people and perspectives. The Committee

completed its work and recommended revisions that underscore this commitment, and I fully support their revisions.

You can view the updated Mission Statement [here](#), and this should be considered "official" for use in any future capacities. I would like to thank the Committee for their time and leadership in offering these important changes, and if you have any questions or concerns, please reach out directly to [your unit's](#) Committee member.

In the spirit of *Ut Prosim*, my challenge to each of you is simple: to think more intentionally about inclusion and diversity in your own environment and consider what lessons and benefits you can reap from the range of perspectives, philosophies, and approaches that I know we have in Finance.

If we lean on our collective experiences and skillsets, I am convinced we will better serve the many stakeholders who rely on us and we will grow a work environment in which we will all thrive and be enriched.

Thank you for all you do!

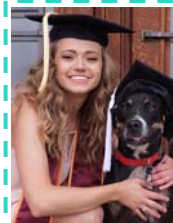
- *Dwight Shelton*

EMPLOYEE SPOTLIGHT

Skylar Mouris
Assistant
Budget Analyst

Office of Budget
and Financial
Planning

[Read more...](#)



...BITS & BYTES...

Working with Spirion

Due for a Spirion scan soon? Do you wonder how it works? What are some best practices for managing the scan results?

Check out [this video](#) to learn more about using Spirion and making sure sensitive information stays secure.

CVC UPDATE

The results are in, and we more than doubled our 2018 goal! In total, the Vice President for Finance departments raised **\$15,928**, and our 63% participation rate was also up from our 2017 total. University-wide, Virginia Tech met its goal, raising a final total of **\$380,888**.

A special shout-out for those of you who organized and participated in the Scarf Sale, Halloween Contest, Doughnuts for Donations, and VPF Silent Auction events. Thank you to each of you for helping make the 2018 campaign a success!

IDEAS? LET US KNOW!

If you have any ideas, announcements or suggestions for future newsletters, we want to hear from you! Reach out to Nick Woods at nickwoods@vt.edu.

MISSION STATEMENT

VICE PRESIDENT FOR FINANCE AND CHIEF FINANCIAL OFFICER

The mission of the Office of the Vice President for Finance and CFO is to provide primary support to university leadership in identifying, obtaining, and allocating resources needed to achieve the university's mission and the goals and objectives of the university's strategic plan; to provide exceptional service to its internal and external constituents; and to establish sound business and financial management policies and procedures that promote transparency, accountability, inclusion, diversity, and the use of resources in an efficient and effective manner.

We envision achievement of this mission through the pursuit of the following long-term strategic goals:

- Leverage the different backgrounds and perspectives of a diverse and inclusive workforce to support managerial decision making and develop innovative solutions to challenging problems through sound financial management practices, extensive financial planning, and development of resource enhancement strategies.
- Develop and maintain active relationships with key operating units and leaders, staff, and legislators within the Executive Branch and the General Assembly to ensure a positive and effective working environment for the university, and to position the university for enhanced resources and continued advancement.
- Provide support for and embrace continuous improvement of the university's internal operations, excellent customer service, diversity and inclusion efforts, and enhancement of effective business practices through the provision of quality services and resources - which are both responsive to the needs of the university community and customers and which leverage technology to streamline operations and improve processes, programs and services.
- Support existing partnerships and engage in new partnership opportunities with business, industry, corporations, and the community and to foster improved supplier diversity.
- Provide management oversight and assessment of the university's financial and business processes, including financial relationships and adherence to state and federal regulations and requirements; continue the emphasis on restructuring and maximizing the authority granted by the Restructured Higher Education Financial and Administrative Operations Act; and promote an operating environment that ensures integrity in these business practices and compliance with the university's business conduct standards.
- Attract, recruit, develop, and retain a diverse and vibrant workforce through the facilitation of strong mentoring relationships, the provision of foundational succession planning and knowledge transfer, and the growth of an inclusive culture that relies on employees' rich backgrounds, talents, perspectives, and sense of belonging.

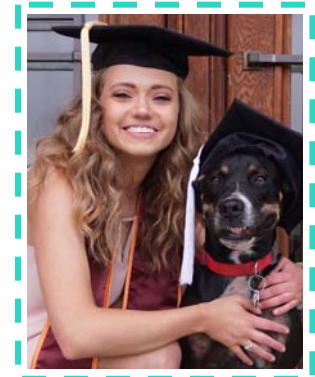
INCLUSION & DIVERSITY COMMITTEE: MEMBERSHIP LIST & CONTACT INFORMATION

Name	VPF Unit	Phone	Email
Samantha Marcum*	Hokie Passport Services	(540) 231-5121	smarcum@vt.edu
Daysha Holmes	Procurement	(540) 231-6221	daysha94@vt.edu
Nancy Meacham	VP, Finance	(540) 231-6539	nsmeacha@vt.edu
Sandy Power	Hokie Passport Services	(540) 231-3086	spower@vt.edu
Alison Rolley	Budget & Financial Planning	(540) 231-4065	Arolley1@vt.edu
Aaron Reece	Finance Information Technology	(540) 231-1349	areece1@vt.edu
Kim Linkous	Controller	(540) 231-8560	linkousk@vt.edu
Cara Ciaramella	Controller	(540) 231-2628	caragc@exchange.vt.edu
Ashley Hendrickson	Controller	(540) 231-8605	dfashl9@vt.edu
Henry Showalter	Bursar	(540) 231-6277	henry1@vt.edu
Alisha Ebert	Capital Assets & Financial Management	(540) 231-1470	aroyal14@vt.edu
Michael Walsh	Investment & Debt Management	(540) 231-6179	michael.walsh@vt.edu
Skylar Mouris	VP, Finance (Fellow)		sky13@vt.edu
Angelica Melvin	VP, Finance (Fellow)		angelm6@vt.edu
Nick Woods	VP, Finance	(540) 231-6773	nickwoods@vt.edu

* *Committee Chair*

EMPLOYEE SPOTLIGHT

SKYLAR MOURIS



AS A NEW EMPLOYEE, WHAT ARE YOU MOST EXCITED ABOUT WITH THIS OPPORTUNITY?

I am very excited to have a new role at the university that I have called home for the past four -and-a-half years. It certainly will be a different experience, but I am eager to learn about all of the pieces that make Virginia Tech work.

IF YOU COULD ONLY KEEP 3 APPS ON YOUR PHONE, WHAT WOULD THEY BE?

Twitter, Instagram, and my Podcasts app

WHAT ARE YOUR MOST IMPORTANT ATTRIBUTES OR STRENGTHS?

Eagerness to learn new things.

FAVORITE HOLIDAY?

I've always loved the Fourth of July because it was a time all of my family would come together at the lake and I'd get to watch the fireworks.

FAVORITE PLACE YOU'VE EVER VISITED?

I went to New Zealand for a Study Abroad and have been itching to go back ever since.

ANY PETS?

Yes, the smartest dog I have ever met! Her name is Maisie and she is a three-year-old Boxer mix who knows how to open my locked doors and windows to escape...

IF YOU COULD HAVE ANY SUPERPOWER, WHAT WOULD IT BE?

I'm obsessed with planes and flying, so having the ability to fly would be great.

WHAT'S THE BEST PIECE OF ADVICE YOU'VE EVER BEEN GIVEN?

"You don't owe anyone anything."

WHAT'S SOMETHING OUTSIDE THE OFFICE YOU'RE MOST PASSIONATE ABOUT?

I get very passionate about politics and keeping up with current events.

ASSISTANT BUDGET ANALYST

OFFICE OF BUDGET AND FINANCIAL PLANNING

JOINED OBFP IN: NOV. 2018

BACHELOR OF SCIENCE IN APPLIED ECONOMIC MANAGEMENT (VIRGINIA TECH)

- CONCENTRATION: ENVIRONMENTAL ECONOMICS

NEW KENT, VA

SKY13@VT.EDU

FAVORITE BREAKFAST CEREAL?

Fruit Loops

WHAT'S ONE THING ON YOUR BUCKET LIST?

Learning how to ski.

FAVORITE FOOD?

Olive Garden's Fettuccine Alfredo



INCLUSION & DIVERSITY
CLIMATE SURVEY RESULTS

INCLUSION & DIVERSITY COMMITTEE,
VICE PRESIDENT FOR FINANCE & CHIEF FINANCIAL OFFICER



BACKGROUND & DEMOGRAPHICS

SURVEY BACKGROUND

- Survey data was collected by the Inclusion & Diversity Committee in August 2018
- Survey link was shared with all Faculty, Staff, Wage, and Emergency Hire employees across each of the VP for Finance senior management areas
- 123 completed surveys were submitted

DEMOGRAPHICS OF RESPONDENT POPULATION

Ethnicity	<i>White</i>	<i>All Others</i>	<i>Prefer not disclose</i>
% of all responses	77%	5%	18%

Age Group	≤ 29	30-39	40-49	50-59	≥ 60	<i>Prefer not disclose</i>
% of all responses	8%	15%	22%	19%	5%	31%

Gender	<i>Male</i>	<i>Female</i>	<i>Prefer not disclose</i>
% of all responses	21%	61%	18%

Years Worked in Current Office	<i>< 1 year</i>	<i>1-2 years</i>	<i>2-5 years</i>	<i>5-10 years</i>	<i>> 10 years</i>	<i>Prefer not disclose</i>
% of all responses	5%	11%	17%	18%	30%	19%

RESULTS

	AGREE	NEITHER AGREE NOR DISAGREE	DISAGREE	DON'T KNOW
My unit demonstrates an interest in hiring, developing, and retaining a diverse work force.	72%	14%	7%	7%
New ideas are encouraged, welcomed, and given meaningful consideration, regardless of their source.	65%	16%	16%	3%
People in my unit can express their thoughts and concerns openly at work without being judged or criticized by others.	59%	21%	19%	1%
I would feel comfortable speaking up if I witnessed an instance of unfair treatment or bias in my unit.	72%	12%	11%	5%
If a co-worker raises a concern about the work environment, the appropriate steps will be taken to address the concern.	65%	19%	8%	8%
My unique attributes, background, experiences, and skills are valued by those in my unit.	60%	21%	15%	4%

RESULTS

HOW WOULD YOU RATE YOUR
UNIT'S **CULTURE OF INCLUSION**
ON A SCALE OF 1-10?

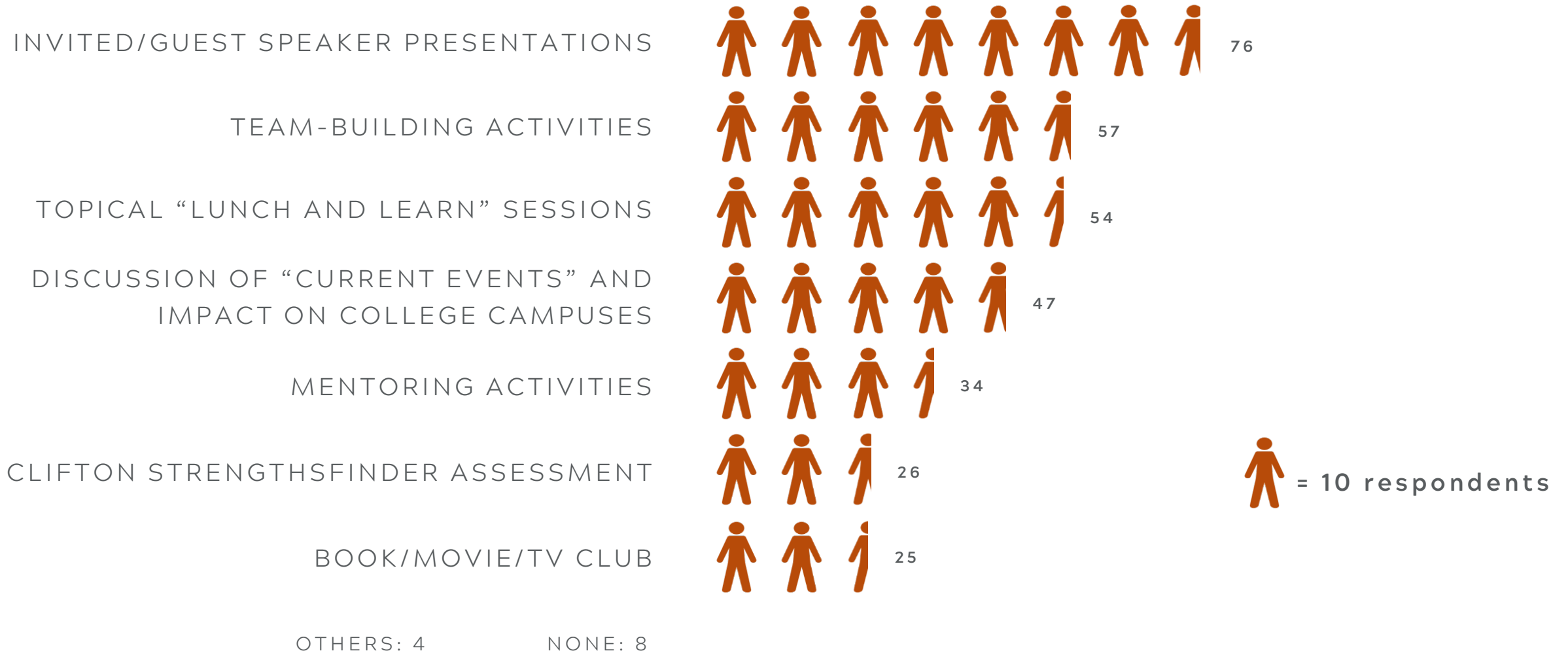
7.42
AVERAGE SCORE

HOW WOULD YOU RATE YOUR
UNIT'S **CULTURE OF DIVERSITY**
ON A SCALE OF 1-10?

7.23
AVERAGE SCORE

RESULTS

WHICH OF THE FOLLOWING INCLUSION AND DIVERSITY ACTIVITIES INTEREST YOU?



QUESTIONS?

Contact the Inclusion & Diversity Committee at vpfdiversity@vt.edu or reach out directly to your unit's Committee representative.

VICE PRESIDENT FOR FINANCE



ROTATIONAL
INTERNSHIP
PROGRAM

ROTATIONAL
FELLOWSHIP
PROGRAM



WHY?

The Vice President for Finance established the rotational internship and fellowship programs in 2016 to increase the employment of talented individuals from diverse backgrounds. They are the signature InclusiveVT initiatives across the VP for Finance departments.

WANT TO WORK IN HIGHER EDUCATION?

Our internship and fellow programs provide participants a cross-departmental, hands-on learning and development experience that is tailored to each individual's interests.

INTERNSHIP PROGRAM

- Rising juniors and seniors
- All majors welcome!
- Paid, 12-week summer program beginning in May

FELLOWSHIP PROGRAM

- Post-baccalaureate
- Full-time and fully benefitted university staff position
- 12-month program, June - May

Both interns and fellows will complete up to three rotations across the VP for Finance senior management areas. Interns and fellows select rotations based on their primary interest areas.



Budget & Financial
Planning



Bursar



Procurement



Controller



Risk
Management



Hokie Passport
Services



Capital Assets &
Financial Management



Finance Information
Technology

“ IMPACT!

Rotating through the different departments helped me make long-lasting connections...I never felt like a new kid on the block, but more like the popular kid everyone knows!

- Daysha Holmes / 2016 intern / 2016-17 fellow

It introduced me to challenging approaches and concepts, and wonderful students and professionals...it opened the door to a meaningful career in higher education.

- Cassidy Limer / 2018 intern

CONTACT US

If you have questions or would like additional information about the program, please contact the VP for Finance office at vpinfo@vt.edu.

