

PATRICIA C. HUIE

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SUMMARY

Finance professional with 20 years of management and budget/accounting experience in a non-profit environment. Excellent analytical and forensic accounting skills to identify trends and issues from financial reports and statements. Experienced in managing changes in processes and controls as businesses evolve.

EMPLOYMENT

NEW YORK HALL OF SCIENCE, New York, NY
Chief Financial Officer

2010-present

Reporting to the President and working with the Board of Directors, responsible for the financial, risk management and human resources functions of the institution. Collaborate with the President and senior colleagues on institution-wide strategic planning.

- Work with the President to produce ongoing communications and reports for the Board and provide staff support to the Board Finance and Audit Committee. Oversee preparation of external financial statements and tax returns and coordinate annual audit.
- In partnership with the President, senior staff and managers, produce the annual budget. Track financial activities and prepare budget variance analyses and forecasts. Produce analyses of operations and capital projects, using internally developed metrics or peer benchmarks as appropriate.
- Monitor and oversee cash flow projections, forecast the need for credit, and negotiate borrowings. Manage investment portfolio to ensure maximum returns within the Board-set investment policy. Oversee risk management and insurance function.
- Supervise grants and contracts management to ensure appropriate accounting and compliance. Work with Institutional Advancement staff and principal investigators to prepare financial components of proposals and reporting to all funders.
- Develop and implement human resources policies to ensure a workplace that is safe, efficient and compliant. Supervise maintenance of current job descriptions, implementation of performance review system and creation of career pathways within the institution.
- Oversee procurement policies, practices and contracts.

COLUMBIA UNIVERSITY, New York, NY

1990-2009

Technology Transfer and Industrial Sponsored Research

Executive Director, 2000-2009

Director, 1996-2000

Associate Director, 1995

Assistant Director, 1993-1995

Responsible for all financial and accounting aspects of the University's technology transfer business. Helped grow area from a \$20 mil entrepreneurial vision to a mature business that peaked at over \$200 mil. Technology transfer function assists faculty in developing research collaborations with external sponsors and engages companies to commercialize research results.

- Hired, trained and motivated staff of 11 professionals in the accounting, budgeting and cash management of all industrial research and license revenue. Demonstrated operational expertise in the processing of receivables and payables, fiscal closing activities, and the preparation and reconciliation of financial reports.
- Through staffing and technology enhancements, improved accuracy of receivables per agreement terms and GAAP and shortened time for billing and collecting funds. Collaboratively modified responsibilities and streamlined procedures with other groups, thereby eliminating longstanding backlog of payables.
- Led the compilation and analyses of multi-year revenue budgets, forecasts and results. Incorporated such factors as market reports, financial statements from over 100 companies, and complex agreement terms. Evaluated impact to budgets of schools and departments.
- Provided quarterly and annual financial reports on general ledger activities, highlighting significant trends and providing variance analyses vs. budget and comparable prior period. Evaluated cash flow trends to anticipate peak cash receipt and disbursement periods and to ensure adequate overall discretionary cash flow.
- Developed an information management system that integrated financial, marketing and compliance activities and facilitated the standardization and more efficient sharing of information among dependent groups. Implemented enhanced financial module that tied into University's GL system and ensured more secure controls for data input and reconciliation.

Office of the Executive Vice Provost

1996-2002 (concurrent with above duties)

Led the development of financial and administrative goals and strategies as a member of the Exec. Vice Provost's senior management team on research/education initiatives (\$200 mil + in 2002).

- Based on modeling projected revenues and initiatives' spending rates, advised Executive Vice Provost on short- and long-term resources available to promote University goals and strategies. Financing and budgeting strategies included the optimal use of discretionary cash, gifts, government and foundation grants, debt and endowment income.
- Strategic research/educational projects included the creation of a research and education campus in Arizona, the start up of a digital media for-profit venture, and the establishment of a new school devoted to science and public policy issues involving the earth and the environment.
- Oversaw budget and financing for capital projects associated with initiatives, including the construction of classroom, lab and dormitory buildings on Arizona campus, and the leasing and renovation of two entire floors in a midtown office building.

Internal Audit

Internal Auditor, 1990-1993

Performed risk assessments and evaluated financial and operational controls of schools and administrative departments. Major operational audits included:

- Review of fringe benefit costs of the entire University. Analyzed processing systems and information flows. Studied control and monitoring procedures. Recommended a specific managerial structure responsible for controlling and monitoring costs.
- Evaluated the efficiency and effectiveness of procedures to authorize, process, and document scholarly resource purchases by the University's library system. Studied the reliability and usefulness of financial information for planning and decision-making purposes.

ARTHUR YOUNG & COMPANY, New York, NY

1985-1989

Management Consultant

Examined problems and devised solutions regarding management issues for clients including:

- Design of incentive programs for sales associates of an upscale department store chain. Selling cost model enhanced client's planning capability and led to expanded project scope.
- Evaluation of job responsibilities, performance criteria and compensation ranges for a major Midwestern city to assess potential gender inequities in city's job classifications.

SKADDEN, ARPS, SLATE, MEAGHER & FLOM, New York, NY

1984-1985

Researcher

Assisted in economic analyses of leading mergers and acquisitions deals for a law firm.

EDUCATION

NEW YORK UNIVERSITY, LEONARD N. STERN SCHOOL OF BUSINESS

M.B.A. Finance, May 1990

Graduated with distinction (top 10% of class).

COLUMBIA UNIVERSITY, New York, NY

B.A. Art History

ADDITIONAL INFORMATION

Proficient in popular spreadsheet, word processing, database, drawing and presentation software, including Microsoft Word and Excel.

Active interest in the visual and performing arts:

Participating member of Museums Council of New York City

Long-time subscriber and Guild Member of NYC Ballet.

Long-time subscriber to various NY City Center programs.

Memberships with the Metropolitan Museum of Art and the Museum of Modern Art.

Past member of Exhibits Panel at TIC gallery.