

Paul E. Jenny

SUMMARY OF QUALIFICATIONS

- Extensive experience in strategic planning and modeling, policy development, and budgeting.
- Knowledge of all aspects of financial management for public and not for profit entities, including operating budget development and implementation, capital project planning and budgeting, including debt financing.
- Strong collaborative and communication skills, excellent working relationships with students, faculty, deans, and administrators.

EMPLOYMENT

University of California at Berkeley

March 2004 – Present

Associate Vice Chancellor, Budget and Resource Planning

- Manage and direct the campus' budget and resource allocation and strategic planning processes.
- Manage the Campus Budget Office, the Office of Planning and Analysis, the Office of Financial Management and Analysis, and the Office of Space Management and Capital Programs.
- Serve as the campus lead in designing and implementing a new financial strategic plan including the deployment of new financial and faculty projection models, greater treasury functions and new debt financing strategies.
- Serve as the campus Budget and Planning Officer in dealing with system wide issues and specific issues between the Berkeley campus and the Office of the President.
- Developed, with the Controller, a process to update and redefine, as necessary, administrative and financial policies. Recent examples include the introduction of a significant new policy on deficits, and revised policies on administrative full costing, network funding support, recharge rates and research administrative support.
- Serve as a member of the Chancellor's cabinet and other senior executive committees and task forces

Assistant Vice Chancellor, Budget

- Led the strategic budget planning process for the campus budget, working with stakeholders to develop both short-range tactical plans and a long-term strategic plan to support the Chancellor's efforts to sustain Berkeley's academic pre-eminence.
- Managed all aspects of the development of the annual operating budget process, total expenditures of \$1.5b in fiscal year 2005, including issuance of campus budget call letters, process timeline, and funding recommendations for the Chancellor.
- Implemented and interpreted University and campus budget policies, and establishes and modifies budget procedures
- Provided general campus guidance on budgetary matters in order to assure optimum deployment of budgetary resources across the campus.
- Managed all central campus resources including modeling of current and projected sources and uses for use by the chancellor when making both budget and off-cycle funding decisions.
- Served as the budget office for the Executive Vice Chancellor and Provost including management of academic resources, in terms of available funds and faculty lines.

- Designed a total campus funding model that allows the Chancellor, and the Executive Vice Chancellor and Provost to understand the impact of new initiatives on total funding (both central resources and resources held by colleges and departments).
- As chief Budget Officer for the campus, served on a variety of senior leadership committees such as the Council of Deans, Vice Chancellors Advisory Council, Capital Project Funding Review Committee, and Chair of the Academic Chief Administrative Officers Group.

University of Alaska

January 2002 – March 2004

Associate Director, Budget and Institutional Research

- Served as direct lead for a staff of 15 budget and research analysts providing budget and institutional research detail.
- Served as contact for the University on budget and fiscal issues with the State of Alaska Office of Management and Budget and the Legislature during the annual legislative session.
- Managed the development of the University's annual operating budget request, \$647 million in fiscal year 2004, including coordination of budget requests for three universities, thirteen community campuses, and the system administrative office.
- Managed the development of the University's six-year state capital budget plan, \$545 million for fiscal years 2005 – 2010.
- Lead the restructuring of budget development practices to result in a performance metric system, aligned with University's strategic plan, to reallocate unrestricted funding sources to crucial educational and research programs.
- Assisted in drafting an updated Board of Regents' policy for facilities and capital development.
- Managed the publication of the University's annual budget request, current fiscal year budget distribution, and annual fact book.

The Brookings Institution

August 1999 – January 2002

Director of Budget

- Developed and forecasted the institution's annual operating budget, \$35 million in fiscal year 2001.
- Served as team leader for 20 senior and project administrators in the restructuring of the institution's annual budget and management process including reporting cycles, responsibility and accountability levels, and long-term forecasting.
- Developed a budget model to assess future financial health and viability of the institution in aggregate and by individual program.
- Developed and reported the institutional budget status to the Executive Committee of the Board of Trustees.
- Directed a process of unitizing the Institution's endowment, reallocating restricted revenues by sub-funds based on the corresponding weight of the sub-fund to the total endowment value.
- Reviewed and provided preliminary approval of all major research contracts and project proposals with respect to financial considerations.
- Assisted in the review and selection of new financial and administrative staff.

Director of Operations, Center for Public Policy Education

- Supervised a staff of eight to manage the operational and financial aspects of the Center.
- Developed a multi-year fiscal budget approach that provided greater indication of the impact of revenue generated from annual programs.
- Conducted quarterly sensitivity analysis of projected sources of revenue detailing the areas of greatest risk.

- Developed an operational manual for project development detailing all necessary financial and operational processes.
- Restructured the operational staff support to provide greater support for high-revenue programming.

Loyola University New Orleans

January 1998 – May 1999

Graduate Director, International Business Center

- Administered activities associated with a U.S. Department of Education Grant emphasizing research in Latin America – Louisiana trade. Specific responsibilities included creating and maintaining the budget, writing interim grant reports, auditing expenditures and coordinating the summer internship program.
- Ganitsky, Mehta, Jenny, Louisiana's Global Opportunities and Needs, Loyola Monograph, May 1998.

Metropolitan Building Maintenance

March 2006 – December 2007

Assistant Controller

- Modeled and analyzed profit and loss reports for ~100 individual building contracts
- Managed the bi-monthly payroll process
- Managed the accounts payable, accounts receivable and general ledgers

EDUCATION

Harvard School of Education

Summer 2006

Institute for Management and Leadership in Higher Education
Certificate Program

Master of Business Administration

May 1999

G. Ralph Bryant Outstanding MBA Student
College of Business Administration
Loyola University New Orleans

Bachelor of Arts: Economics

December 1992

University of Washington

Associations

Board of Trustees, Denali Foundation
National Association of College and University Business Officers
Western Association of College and University Business Officers
Instructor for the Strategic Budgeting seminar
Annual Conference program committee 2007
Society of College and University Planners
Beta Gamma Sigma (National Business School Honor Society)
Alpha Sigma Nu (National Jesuit Honor Society)
Treasurer, Jefferson Elementary Parent Teacher Association