

## Senior Finance and Operations Executive

Proactive, entrepreneurial, and results-driven professional offering comprehensive executive-level experience in academic healthcare and higher education finance and operations, with a focus financial planning and analysis, enhancing financial health, and process improvement. Unique ability to utilize strong analytical skills to identify, develop, and evaluate options to improve business performance. Hardworking and highly enthusiastic professional with a strong desire to succeed and a keen ability to forge strategic relationships.

### Areas of Expertise

Academic Healthcare and Higher Education Finance  
 Financial Planning and Analysis  
 Process Improvement

Clinical Practice and Operations Management  
 Strategic Planning  
 External Relationship Management

### Career Highlights

- Successfully improved business performance by remedying financial deficits of up to 12% of annual budget
- Championed planning, programming, financing, and construction of major capital projects exceeding \$400M
- Implemented business intelligence tools to aid in management reporting and decision making
- Coordinated efforts to transition a \$100M campus in Las Vegas to an independent medical school

### Professional Experience

#### **Vice President, Administration and Finance/Chief Financial Officer**

Northern Kentucky University • Highland Heights, KY

Jul 2022-present

Serve as the Senior Financial and Administrative Executive responsible for strategic and operational leadership for a regional university of 16,000 students and \$285M annual budget. Key responsibilities include financial management/accounting, facilities, human resources, real estate, research administration, information technology, and emergency/risk management.

#### **Highlights:**

- Identified \$28M+ financial shortfall and partnered with Provost to create remediation plan to address deficits

#### **Vice President, Finance and Operations/Chief Financial & Operating Officer**

Lamar University • Beaumont, TX

Jan 2020-Jun 2022

Served as the Senior Financial and Operations Executive responsible for strategic and operational leadership for a regional university of 17,500 students and \$310M annual budget. Key responsibilities include financial management/accounting, facilities, human resources, real estate, research administration, information technology, and emergency/risk management.

#### **Highlights:**

- Managed emergency response activities for three major weather events and COVID-19 pandemic
- Addressed major financial shortfalls and developed financial recovery plan to ensure future financial health
- Spearheaded planning, management, and reporting of Federal Stimulus funding of more than \$50M

#### **Senior Associate Dean, Administration and Finance/Chief Financial & Operating Officer**

University of Nevada, Reno School of Medicine • Reno, NV

Feb 2017-Jan 2020

Served as the Senior Administrative and Financial Executive with strategic and operational leadership of a variety of administrative and clinical functions for a medical school including finance/accounting, human resources, facilities/space planning, process improvement, research administration, information technology, and healthcare revenue cycle. Additionally, served as the most senior non-clinician executive (Chief Operating Officer & Treasurer) for the related Faculty Physician Multispecialty Group Practice; Nevada Integrated Clinical Services, Inc.

#### **Highlights:**

- Coordinated efforts to transition a \$100M campus in Las Vegas to an independent medical school
- Partnered with State Medicaid leaders to secure more than \$5M annually in new federal funding
- Investigated and successfully negotiated building purchase and business plan for a satellite clinical campus
- Managed critical relationships and funds flow/contract arrangements with 5 hospitals and 3 FQHC's

#### **Chief Administrative Officer/Senior Associate Dean**

West Virginia University/WVU Medicine, School of Medicine • Morgantown, WV

Dec 2015-Jan 2017

# JEREMY ALLTOP, MSA, FHFMA, CMPE

Served as the Senior Administrative Executive with strategic and operational leadership of a variety of administrative functions in a matrixed academic health center environment in an organization with a \$700M budget and approximately 1,800 faculty and staff.

## **Highlights:**

- Coordinated efforts to streamline support services across WVU/WVU Medicine and the School of Medicine
- Championed recruitment efforts for two Department Chairs and three other senior leaders

## **Associate Chief Financial Officer**

Indiana University, School of Medicine • Indianapolis, IN

Jul 2013-Dec 2015

Provided leadership as a Senior Finance Executive with strategic and operational leadership of financial operations for an academic healthcare organization with a \$1.4B budget and approximately 4,000 faculty and staff. Personally responsible for a team of 18 staff in the areas of budget, financial analysis, financial reporting, accounting, auxiliary management, gift administration, internal controls/audit, and business services.

## **Highlights:**

- Instrumental in leading implementation of business intelligence efforts resulting in enhanced financial reporting
- Enhanced financial performance by more than \$20M through detailed review of expenditures and revenues
- Championed and obtained critical buy-in to implement a new financial planning application
- Streamlined and standardized the management of funds flows between the school and health system

## **Associate Dean, Administration and Finance (Chief Administrative & Financial Officer)**

University of Kentucky, College of Dentistry • Lexington, KY

Dec 2011-Jul 2013

Served as the Senior Administrative Executive with leadership responsibilities for budget, finance/business services, clinical administration, research administration, revenue cycle, human resources, facilities, clinical support services, and information technology in an organization with a \$45M budget, and over 320 faculty and staff.

## **Highlights:**

- Developed and implemented plans to grow student enrollment by 15% to meet workforce needs
- Enhanced financial performance by more than \$2.5M annually through focus on financial accountability
- Successfully managed development and implementation of clinical skills laboratory capital project
- Provided guidance and expertise for University adoption of responsibility centered budgeting (RCM)

## **Chief Financial Officer, Student Health Services/Student Success Services**

The Ohio State University • Columbus, OH

Oct 2009-Nov 2011

Administered financial operations of 8 units with overall financial responsibility of \$26M, including a \$16M Joint Commission accredited ambulatory healthcare facility.

## **Business Administrator/Senior Hospital Budget Analyst**

State of Ohio, Departments of Corrections and Mental Health • Columbus, OH

Jun 2004-Oct 2009

Streamlined the development, execution, analysis and management of budgets exceeding \$252M for a multi-location inpatient and outpatient psychiatric hospital system and a \$50M correctional facility.

## **Financial Center Manager/Assistant Vice President**

Branch Banking & Trust (now Truist) • Locations in NC, WV, and KY

Jan 2002-Jun 2004

## **Education**

### **Master of Science in Administration/Public Administration**

Central Michigan University • Mt. Pleasant, MI (online)

### **Bachelor of Business Administration in Management**

Marshall University • Huntington, WV

## **Certifications**

Certified Medical Practice Executive (CMPE) Medical Group Management Association (MGMA)

Fellow (FHFMA) – Healthcare Financial Management Association (HFMA)