

Tiffany J. Farina, EdD, CRA, CFRA

Associate Dean for Finance and Business, UNC-Chapel Hill

Tiffany.Farina@icloud.com | (603) 553-0452 | www.linkedin.com/in/tiffanyfarina

OBJECTIVE

To lead and serve an institution of higher education that provides affordable, quality education to a diverse student body while engaging and supporting the broader community's cultural, workplace, and civic needs.

SUMMARY OF QUALIFICATIONS

- More than 10 years in higher education administration and leadership.
- Passion for creating inclusive, affordable, and accessible educational experiences.
- Successful financial manager for university and community efforts.
- Effective collaborator on cross-functional projects operating within a team environment.
- Extensive personnel management experience in industry and higher education.
- Experienced in troubleshooting emerging challenges and dynamic needs.

EDUCATION

Doctor of Education, Community College Leadership, North Carolina State University, Raleigh NC

Master of Science, Accounting, Plymouth State University, Plymouth NH

Bachelor of Science, Management, Keene State College, Keene NH

PROFESSIONAL DEVELOPMENT

Developing Cultural Competence, North Carolina State University, 2022

Diversity, Equity and Inclusion in the Workplace Certificate, University of South Florida Muma College of Business, 2021

Research Administrators Council, Certified Research Administrator (CRA) and Certified Financial Research Administrator (CFRA), 2016-present

HERS Leadership Institute, Wellesley Class of 2018

Liberty Mutual, Lean-Six Sigma Yellow Belt, 2009

American Institute of Chartered Property & Casualty Underwriters, Chartered Property Casualty Underwriter, 2004-2012

ACADEMIC EXPERIENCE

University of North Carolina, Chapel Hill NC and Remote
Associate Dean for Finance and Business, Gillings School of Global Public Health,
Treasurer, Public Health Foundation, 2022-present

As the chief financial officer for Gillings and the Public Health Foundation, provide strategic financial oversight for a complex system of state, overhead, grants, and trust funds. Administer annual budget of more than \$170 million supporting 240 faculty, over 300 staff, and over 2,000 students occupying more than 300,000 square feet of space on and off campus. Support a thriving research mission that includes \$280 million of research awards and a separately

incorporated foundation with approximately \$90 million of net assets that requires separate financial auditing and reporting to various entities.

University of North Carolina, Chapel Hill NC and Remote

Director of Finance & Administration, Gillings School of Global Public Health, 2019-2022

As a key member of the North Carolina Institute for Public Health, provide short-and long-term fiscal and personnel planning for approximately 25 grant-funded staff. Oversee and provide fiscal management for the interdisciplinary Public Health Leadership Program. Administer pre and post award services for \$5 million in annual grant and contract expenditures. Manage state appropriations, state receipts, facilities and administrative costs, and trust funds exceeding \$3 million annually. Appointed to cross-functional committees in recognition of innovation and leadership skills.

University of New Hampshire, Durham NH and Remote

Assistant Business Director, College of Engineering & Physical Sciences, 2012-2019

Supported financial management, budgeting, and planning for the college operating budget exceeding \$120M annually. Led shared service center staff and operations. Supported personnel administration for the unit, including 137 tenure track faculty, 50 staff, 250 graduate assistants and more than 250 undergraduate employees. Managed \$2.5 million budget for teaching assistants. Managed college endowment and gift funds (\$2.5 million) and administered principal investigators' indirect cost return funds. Administered grants and contracts at the unit level (approximately \$8 million annually).

NON-ACADEMIC EXPERIENCE

Liberty Mutual, Dover NH

Project Manager & Lean Practitioner, 2012

Instituted a culture of innovation, continuous improvement, and customer focus by engaging all employees in efforts to solve business problems utilizing lean principles and tools. Charted a strategic initiative to stabilize and improve IT non-production environment stability by establishing key performance indicators, facilitating process analysis and design, and sustaining continuous improvement.

Liberty Mutual, Portsmouth NH

Workforce Manager, 2010-2012

Provided leadership, guidance, and day-to-day support for a team of forecasters, schedulers, intraday analysts, business analysts, and administrative staff ($n=18$) to optimize staffing levels and telephony structure for 4,000 claims adjusters. Influenced business partners to make strategic adjustments to call routing and staffing availability to achieve target service level agreement and other call metrics. Developed and implemented core reports, tools, and processes across 17 operations within six months to improve employee productivity and customer satisfaction.

Liberty Mutual, Portsmouth NH

- Sr Business Systems Analyst, 2009-2010
- Lead Compliance Analyst, 2007-2009
- Supervising Portfolio Analyst, 2004-2007

Liberty Mutual, Keene NH

- Product Analyst, 2001-2004
- Underwriter, 1998-2001

TEACHING EXPERIENCE

University of North Carolina, Chapel Hill NC and Remote

- Coach, North Carolina Strategic Scholars Pilot: Building Expertise in Administration and Management (BEAM), 2021-2022 inaugural cohort

SELECTED HONORS AND AWARDS

Staff Excellence Award Recipient, UNC-Chapel Hill, Gillings School of Global Public Health, 2023.

Employee Forum Peer Recognition Award Nominee, UNC-Chapel Hill, 2023.

Outstanding Encouragement of Leadership and Development Award Nominee, UNC-Chapel Hill, 2023.

Manager of the Year Award Finalist, UNC-Chapel Hill, 2023.

Doctoral Dissertation Support Award, North Carolina State University, 2023.

Belk Center League of Innovations Fellow, North Carolina State University, 2022.

Top 10% Performer, Liberty Mutual, 2010-2011, ranking across 4,000 employees.

ACCOMPLISHMENTS

Research Administration

- Developed a campus-wide reporting strategy in compliance with Uniform Guidance.
- Developed video tutorial and training material for financial management best practices by principal investigators.
- Led successful space survey completion for 210,000 square feet of research and instruction space in support of F&A rate calculation adjustments.

Process Improvement

- Led and implemented multiple business process improvement initiatives which yielded an annual savings of over \$40k in staff salary.
- Streamlined financial report delivery process to ensure consistent handling and reduce administrative burden by 20%.

Collaboration and Shared Governance

- Co-led a research administration work group to improve operations and increase capacity for pre and post award support.
- Founded a campus-wide operations forum to share best practices and improve business operations.

MEMBERSHIPS

- Society of Research Administrators International
- National Association of College and University Business Officers

SERVICE ACTIVITIES

University

- Gillings Awards Steering Committee, 2023-present
- Gillings Inclusive Excellence Council, 2021-present
- Gillings Events Management Work Group, 2021-2022
- Gillings Research Administration Work Group, co-Chair, 2021-2022
- Office of Sponsored Programs Business Managers Advisory Committee, UNC-Chapel Hill, 2020-2022
- UNC Finance Internal Controls and Governance, UNC-Chapel Hill, 2020-present
- Gillings Business Committee, 2020-present
- Operations Forum (founder), University of New Hampshire, 2014-2019
- Sponsored Programs Advisory Council, University of New Hampshire, 2012-2019

Community

- Briar Chapel Community Association, Volunteer, 2018-2021
- Carolina Small Business Development Fund, Volunteer, 2020