

Phillip W.W.D. Rodgers, Sr.

Professional Positions

Administrative Consultant, Montefiore School of Nursing,

Mount Vernon, New York

December 2018 - Present

Duties: In concert with the Montefiore Hospital Administration of New Rochelle, responsible for full implementation, development and administration of the Schools Financial Aid & Student Services Operations. Work with the U.S. Department of Education, New York, and the US Department of Veterans develop all the policies and procedures, review, meet and award the students. Complete the Annual FISAP and IPEDs Report, Oversee A-133 Audit Process and Hospital compliance of School of Nursing regulatory requirements and disbursement for federal student aid. Conduct talent and acquisition to secure personnel to administer the financial aid operations. Perform annual reconciliation of all federal funds. Provide training, oversight and regulatory compliance and advice to the Bursar, Registrar and Financial Aid Administrator. Convene and/or attend standard meetings with Hospital School of Nursing Administration in the development of the Strategic Plan to an Advance Degree program. Serve as Lead for the recent purchase and migration to the JENZABAR Student information System.

Executive Director of Student Financial Aid & Scholarships; Arkansas Baptist College (ABC)

Little Rock, Arkansas

August 2014 – July 2017

Duties: As a direct report to the President, this position is responsible for all aspects and oversight of Student Financial Aid, Scholarships, Federal Work-study, Registrars, Campus Work Education Program, and Veteran Affairs Operations. Served as the President's Interim Chief Operating Officer (September 2014-July 2016). Serves on the President's Senior Leadership Team and Executive Cabinet. Manage and oversee the Heightened Cash Monitoring 2 (HCM2) process, and serve as the lead on the College's strategic plan team for removal of Heightened Cash Monitoring 2 and Higher Learning Commission Show Cause status for accreditation.

Specific Accomplishments:

Successfully secured sufficient unclaimed financial resources to meet the institutions substantial current and outstanding obligations for student refunds, payroll and vendor invoices; Established a funding source for repayment of outstanding funds for return to the Department of Education due to the lack of administrative capability; Successfully established policies and procedures to ensure a steady and consistent flow of resources to meet the institutions standard obligations; Successfully completed the "Show Cause" report and presentation to the Higher Learning Commission for recertification of accreditation; Successfully closed outstanding the A-133 audits for 2011, 2012, 2013 & 2014. Successfully closed the institutions 2011 Federal Compliance Review; Streamlined the HCM2 process for compliance and more efficient processing; Placed the institution on a fiscally sound financial base for processing and receipt of future Federal and State aid; Developed the institutions 5 year strategic plan for reporting units; Represented the Institution when The President was unavailable or scheduling conflict arose; Developed the new website for the Office of Financial Aid & Scholarships; Developed a new comprehensive Policies and Procedures and Training Operations Manual; Overhauled the entire financial aid operations for better compliance and administrative capability; Hired and trained a

completely new experienced FA Team; Instituted a full reconciliation process and reconciled open years of 2012, 2013, & 2014; Convened weekly meetings with the Department of Education, Dallas Case Team for compliance review and resolution of outstanding repayment issues; Overhauled the Federal Work-study Program; Successfully completed the FISAP Report with a 250% increase in campus based funding for 2015-16; Successfully completed requirements for approval of the institution Participation Agreement after 2 years of unsuccessful attempts; Completed the Annual IPEDS Report for Financial Aid and the Arkansas State Institutional Report; Created a new Satisfactory Academic Progress Policy; Programmed, trained and implemented CAMS Enterprise Student Information System for financial aid while working to develop and implement campus wide securities of the system; Developed an Institutional Aid Policy and process for more efficiency in awarding and tracking of the institutions limited resources.

Director of Student Financial Aid & Scholarships; Portland State University (PSU)

Portland, Oregon

April 2007 to July 2014

September 2006 to March 2007 (Interim Director of Student Financial Aid)

Duties: Hire; supervise and evaluate the performance of the financial aid staff of 28 full-time employees at a University enrollment of approximately 32,000 students with an operating budget of 2.3 million. Ensure the financial aid staff is well trained in accordance with state, federal and University guidelines; Oversee the processing and calculation of Title IV refunds and repayments, over-awards, and all related fund account reconciliations; In addition to oversight, coordination and completion of all reports for federal and state agencies, annual audits and program reviews; Yearly completion of the Fiscal Operations Report and Application to Participate (*FISAP*); Successful Completion of Department of Education Participation Program Agreement; Completion of the Department of Education Title III Application for Title IV matching funds waiver; Overhauled the Institution's scholarship program for streamline efficiency and equity; Supervise the coordination of all student resources and manage the disbursement of funds to ensure eligibility is monitored and funds are not over expended; Provide oversight and implementation of the Net Tuition Calculator; Overall supervision of Veteran Affairs benefits and awarding process; Supervise the need analysis, verification, calculation awarding and packaging of all student financial aid; Directly assist students to determine eligibility for financial aid and package awards; Provide oversight and implementation of the Department of Education's Gainful Employment Data program; Ensure Satisfactory Academic Progress (SAP) and other student eligibility requirements are met; Successfully assisted with the implementation of Higher One Disbursement Card system; Provide overall strategic leadership in establishing the philosophy and implementation of financial aid procedures and programs and Management of the student loan and financial aid programs in excess of \$267 million dollars and ensure the programs are being administered according to federal regulations and guarantor policies; Responsible for the upgrade and yearly setup of the BANNER Information System; Development and oversight of the University Remissions/Recruitment (Discount) disbursement of 16.7 million dollars; Provide oversight and leadership of the Enrollment Resource Management System (ERMS) for Noel-Levitz; Serve as the liaison to Athletics; Responsible for the total automation of the student data file and storage system to bring the office into a totally paperless environment.

Director of Student Financial Aid & Scholarships; Southern University and A & M College (SU)

Baton Rouge, Louisiana

September 2002 to September 2006

Duties: Provide supervision and management to the Financial Aid Office and Scholarships for a state institution of approximately 10,000 students and a full-time staff of 27 to ensure compliance with statutory regulations and university policies as well as meet the needs of the students and the administration for the University. In collaboration with the Vice Chancellor for Enrollment Management, provide overall strategic leadership in establishing the philosophy and implementation of financial aid procedures and programs in excess of 92 million dollars. Implement and improve student-centered service programs; Maintain an up-to-date understanding of state, federal and institutional legal, fiscal and statutory

regulations to ensure compliance for the University; Oversee the coordination and completion of reports for federal and state agencies annual audits and/or program reviews; Coordinate the completion of all applications for federal funding; Develop and execute financial aid office expenditure priorities within allocated budgets; Maintain; manage and report on the financial aid office operation budget; Lead all facets of the financial aid office including but not limited to: strategic planning, policy analysis, student award packaging, compliance, certification, database and default management, loan processing, document tracking, grants and scholarships, and file maintenance; Counsel students concerning financial assistance and appropriate steps to follow in obtaining various program funds both internal and external; Work in collaboration with all campus and university departments especially Business Services, Admissions, Office of the Registrar, and Student Affairs, to provide quality service to students; Provide leadership to promote and maintain integrity, accuracy, and timeliness in the delivery of financial aid to students. Conduct informational workshops both on and off campus involving prospective students, current students, and other campus-wide departments; Provide overall management of an operating budget of 1.2 million. Enhance financial aid operations through the SCT Student Information Systems (SIS), EDExpress, and other technology; Coordinate and maintain the development of a comprehensive Financial Aid Policy and Procedures Manual. Began migration development and project management for implementation of the Banner SIS system; Develop financial aid strategies to meet the goals of the university's enrollment management plan; Manage and report on scholarship budgets. Advise the Vice Chancellor for Enrollment Management regarding trends and developments in Financial Aid; Actively participate in appropriate professional organizations. Perform other job-related duties as assigned. Interpret federal, state and university regulations governing financial aid program.

District Director of Financial Aid; Dallas County Community College District (DCCCD)

Dallas, Texas

September 2000 to September 2002

Duties: Provide district wide leadership and administration of federal, state, district wide financial aid including the formulation of policy and procedural recommendations and implementation; Responsible for the total development of a fully operational district wide financial Aid office; Administer the process of application and dissemination of financial awards and services to a district consisting of 7 campuses with 50,000 credit and 45,000 non-credit students; Responsible for oversight, allocation and disbursement of federal, state and institutional funds in excess of \$57.8 million; Provide direct supervision of 9 office staff and extended supervision of 7 campus directors and staff of 43 full time staff with an operating budget of 18.7 million; Serve as district liaison among financial aid operations with state and federal agencies; Responsible for providing interpretation, oversight and guidance in monitoring financial aid to ensure compliance with internal and external regulations related to federal, state, and local funding of student financial aid; Develop, review, and recommend policies and procedures in adherence with federal and state regulations; Responsible for the development and maintenance of the District Wide Financial Aid Policy and Procedures Manual; Coordinate and administer district training on federal, state, and institutional financial aid regulations; Serve as content expert and coordinate training for financial aid information systems; Supervise the preparation of all consolidated external financial aid reports for the district and responsible for the integrity of the district financial aid database; Complete the Department of Education Program Participation Agreements for all 7 campuses. Develop the Enrollment Management Strategic Plan for the District; Serve as liaison between the District Foundation and campus financial aid directors for individual campus allocations; Coordinate and monitor the dissemination of information regarding each college's allocation for Federal Title IV campus programs and institutional financial aid in an effort to maximize the district's utilization; Responsible for monitoring and coordinating official records for retention purposes; Responsible for directing the systems development and enhancements related to the financial aid system and related interfaces to the student accounting information systems.

Other Previous Employment:

Director of Student Financial Aid; Chicago State University (CSU)

Chicago, Illinois - October 1999 to September 2000

Associate Director of Student Financial Aid; Clark Atlanta University (CAU)

Atlanta, Georgia - May 1999 to October 1999

Consulting Director of Student Financial Aid; American Intercontinental University; (AIU)
Atlanta, Georgia - February 1999 to May 1999

Director of Student Financial Aid; Lincoln University (LU)
Jefferson City, Missouri - August 1996 to February 1999

Executive Director for the Midwestern Region; Alpha Phi Alpha Fraternity, Incorporated.
Baltimore, Maryland - January 1992 to August 1999

Senior Financial Aid Advisor III; Southern Illinois University at Edwardsville (SIUE)
Edwardsville, Illinois - August 1991 to August 1996

PRodgers Consulting; Financial Aid Management & Enrollment Services
February 2006 – Present

Consulting Services Provided:

Montefiore School of Nursing, Mount Vernon, New York

The University of St. Mary of the Lake, Mundelein, Illinois

Meadville Theological School, Chicago, Illinois

Arkansas Baptist College; Little Rock, Arkansas

Doane College; Crete, Nebraska

GB Herndon & Associates Educational Services; Washington, D.C.

New York Institute of Technology; Old Westbury, New York

Victory University; Memphis, Tennessee

Mississippi Valley State University; Itabena, Mississippi

Portland State University; Portland, Oregon

East-West College; Portland, Oregon

Southern University; Baton Rouge, Louisiana

Baton Rouge Community College; Baton Rouge, Louisiana

Educational History

Western Governors University

Master of Science Candidate: April 2019

Major: Management and Leadership

Southern Illinois University at Edwardsville

Bachelor of Science: June 1993

Majors: Speech Communication

Political Science

Specialization: Human Relations and Diversity

Special Recognized Program: A Development of Student Customer Service

Skills & Training

- ◆ Highly Proficient in ROI and P & L budgetary creation management and monitoring
- ◆ Highly efficient in consulting and advising for improvements in Financial Aid Operations, Enrollment Services, and Audit Resolutions
- ◆ Highly Proficient in EDEXpress, EDConnect, BANNER, and CAMS Enterprise Systems
- ◆ Certified Facilitator; Covey Leadership Training; Southern Illinois University at Edwardsville
- ◆ Certified Membership Intake Trainer; Alpha Phi Alpha Fraternity, Inc,
- ◆ Highly Experienced in employee/management relations specializing in Diversity
- ◆ Vast training and experience with campus/community service and programs

- ◆ Certified Trainer in Connections Customer Service Training Program
- ◆ Certified Trainer in Partners Student Service Training Program
- ◆ Trained in Conflict Resolution
- ◆ Highly Efficient in the development and implementation of Strategic Plans
- ◆ Highly efficient in management and leadership training
- ◆ Annually trained in Enrollment Management Models and Solutions under the College Board
- ◆ Highly experienced with Local Area Networks and applications
- ◆ Highly proficient in Federal Title IV compliance/regulations issues
- ◆ Highly proficient in development and completion of assignments through project management
- ◆ Highly knowledgeable and proficient in event planning, professional meeting, and convention planner
- ◆ Highly trained in various software implementation and training processes
- ◆ Proficient in CampusVue, and Colleague Enterprise Systems
- ◆ Proficient in calculations of bi-weekly and monthly payroll
- ◆ Certified training and experience with conference/convention negotiations and coordination
- ◆ Highly skilled with yearly budget preparations and management
- ◆ Trained in Veteran Affairs Benefits Program
- ◆ Certified Risk Management Trainer, Alpha Phi Alpha Fraternity, Inc,

Membership in Professional Associations

- ◆ National Association of College and University Business Officers – Member
- ◆ Western Association of Student Financial Aid Administrators - Member
- ◆ Louisiana Association of Student Financial Aid Administrators – Member
- ◆ Illinois Association of Student Financial Aid Administrators - Member
- ◆ National Association of Student Financial Aid Administrators - Member
- ◆ Oregon Association of Student Financial Aid Administrators - Member
- ◆ Midwest Association of Student Financial Aid Administrators - Member
- ◆ Missouri Association of Student Financial Aid Personnel - Member
- ◆ Georgia Association of Student Financial Aid Administrators - Member
- ◆ Texas Association of Student Financial Aid Administrators - Member
- ◆ National Association of Student Affairs Personnel - Associate Member

Professional Activities

Associations and Divisions

- Life Member; Alpha Phi Alpha Fraternity, Inc.
- Western Light Lodge #30 PHA, Free, and Accepted Masons – Chicago Illinois
- President; Alpha Phi Alpha Fraternity, Inc. Epsilon Zeta Lambda (2010-2013)
- President; Alpha Phi Alpha Fraternity, Inc. Iota Pi; SIUE; (1987-1990)
- Member; Speech Communications Club, SIUE (1990-1992)
- Graduate Board Member - University Center Board, Southern Illinois University; (1992-1996)
- Vice President - University Center Board, Southern Illinois University at Edwardsville (1990-1992)
- Staff Advisor - Stars and Freemasons, Southern Illinois University at Edwardsville (1992-1996)

Administrative

- Chair; Admissions Scholarship Appeals Review Committee – 2007-2014
- Oregon Higher Education Coordinating Commission; HECC workgroup – 2012-2014
- Oregon Financial Aid Directors Council – 2006-2014
- Banner Implementation Team; Southern University 2007
- University-Wide Imaging System Implementation - 2010
- Search Committee for Executive Director for Admissions, Southern University - 2006
- Search Committee for Information's Systems Director, Southern University - 2003
- Chair; Rising Star District Wide Implementation Task Force; DCCCD - 2001
- Vice Chair; Vice Presidents Financial Aid Priorities Committee; DCCCD - 2001
- Member; Legislative Action Team; DCCCD - 2001
- Member; The Strategic Planning Committee - Lincoln University; January 1999

- Member; New University Logo Committee - Lincoln University; January 1999
- Student Recruitment/Retention Committee; January 1997
- Founder & Chair; Student Services Committee; January 1999
- Member; Enrollment Management Committee; November 1998
- Coordinator; Student Affairs; Advance-Retreat Meeting; May 1998
- Chairman University Financial Appeals Committee; September 1998

Other

- Human Resources Committee; Alpha Phi Alpha Fraternity, Inc.
- Interim Regional Chair; Ways and Means Committee; Alpha Phi Alpha Fraternity, Inc.
- Regional Parliamentarian; Alpha Phi Alpha Fraternity, Inc.
- District Parliamentarian; Alpha Phi Alpha Fraternity, Inc.
- Chairman; Rules and Credentials; Alpha Phi Alpha Fraternity, Inc.
- Convention Chairman; Alpha Phi Alpha Fraternity, Inc. Western Region, 2009
- Assistant Budget Chair - Alpha Phi Alpha Fraternity, Inc. September 1992
- Facilitator- Covey Leadership Training Center 1992
- Consultant; Junior Achievement (1991-1993)
- Assistant Vice President; Alpha Phi Alpha Fraternity, Inc; Midwestern Region (1990-1992)
- Member; Board of Directors; Alpha Phi Alpha Fraternity, Inc. (1990-92)
- Member; Housing Foundation; Alpha Phi Alpha Fraternity, Inc. (1990-1992)
- National Pan Hellenic Council; Greater East St. Louis, Illinois (1990-1992)
- Associate Brother; Gamma Sigma Sigma Sorority, Inc. Southern Illinois University
- Volunteer; Boys and Girls Clubs of America
- Volunteer; Boy Scouts of America
- Chairman; Ways & Means Committee; Western Light Masonic Lodge #30 PHA
- Member; Chicago 4-H Youth Foundation; 1984-86