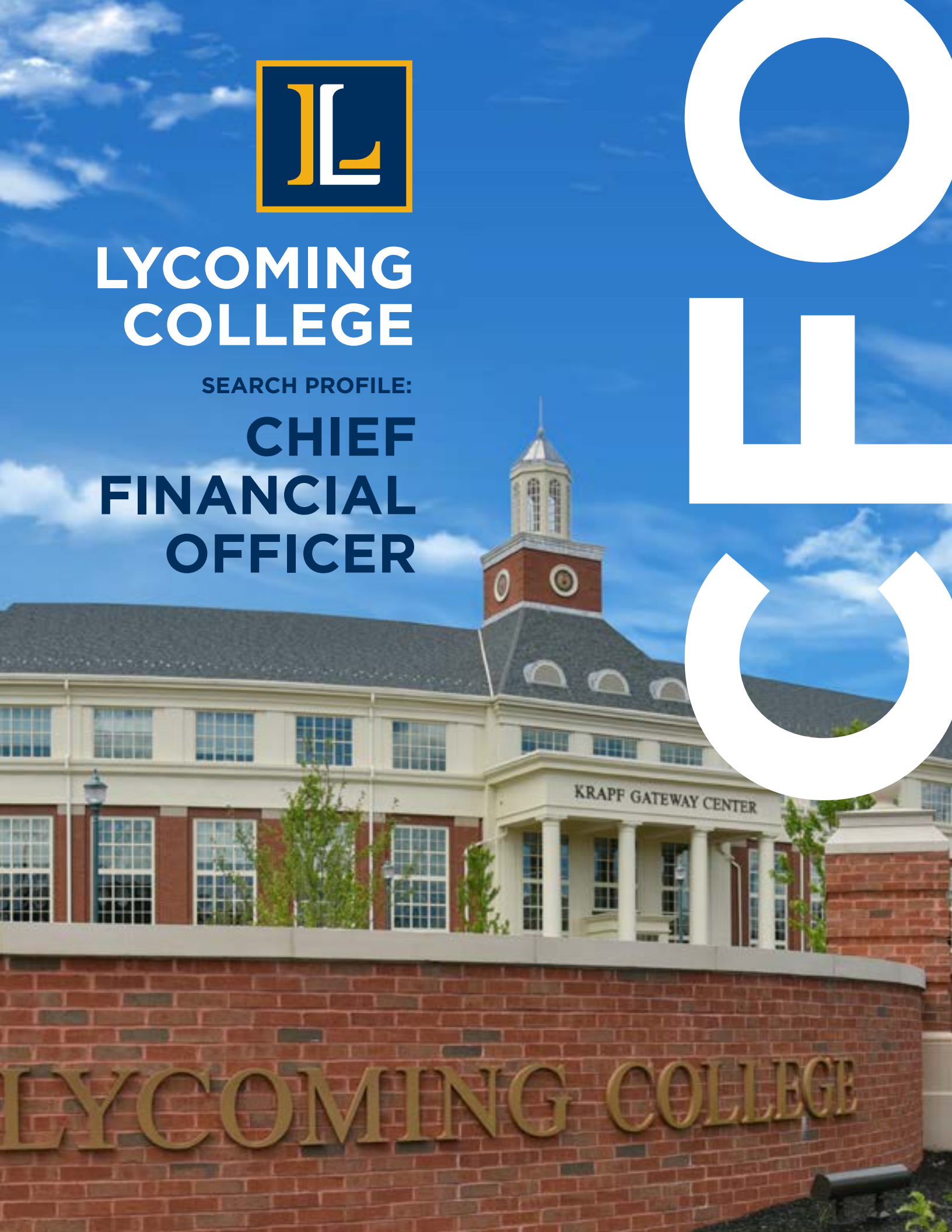




LYCOMING COLLEGE

SEARCH PROFILE:

CHIEF FINANCIAL OFFICER





LYCOMING COLLEGE

HISTORY

Lycoming College is now in its third century. From its beginnings in 1812 as the Williamsport Academy, its curriculum has centered on the liberal arts and sciences. The Academy fell on hard times in the early 1840s, and a group of Methodists, led by the Rev. Benjamin Crever, purchased the College and changed its name to the Williamsport Dickinson Seminary. The Seminary thrived through the early 20th century and expanded in the 1920s under the leadership of President John W. Long. In 1929, it became the Williamsport Dickinson Seminary and Junior College, Pennsylvania's first private junior college. After World War II, the flood of returning military service personnel swelled the enrollments of all colleges and led some, including the Seminary and Junior College, to move to full four-year college status. Lycoming College emerged in 1947, marking a fourth change in the institution's history and continuing the liberal arts and sciences as the central focus of the curriculum, believing that this is the best preparation a person can have for a happy and successful life. The College continues to be affiliated with the United Methodist Church.

Lycoming College has initiated a search for a new Chief Financial Officer (CFO). Reporting to the President, the CFO oversees several areas within the College, including human resources, the campus store, mail services, food services and operation of the physical plant. Given President Trachte's plan to retire in June, finalists in the CFO search should expect to meet with both retiring President Trachte and President-Elect Chip Edmonds, who currently serves as Executive Vice President at Lycoming.

ABOUT LYCOMING

Founded in 1812, Lycoming College is one of the nation's oldest and most respected residential liberal arts and sciences undergraduate colleges and is becoming increasingly recognized for the quality of its experiential programming and for launching students with essential skills needed upon graduation in today's world. Students partner with faculty in doing original research, thrive in a robust program of internships and field experiences, study abroad in more than two dozen countries, and compete in 19 NCAA Division III sports. Lycoming College's strong endowment per student helps to fund its ability to support a first-rate undergraduate education.

The College offers 48 majors and 65 minors to 1,100 active learners, including 32% international and domestic students of color. Students are drawn to the College from 22 states and territories and 17 countries.

The College proudly celebrates and values the principle of inclusive excellence. In accordance with the institution's 2021 Strategic Plan, Lycoming College has committed to recruiting more faculty and staff from historically underrepresented groups with the recognition that doing so advances institutional excellence. The College is committed to fostering an inclusive campus community supporting all faculty, staff, and students. Lycoming College is an equal-opportunity employer.

The College is accredited by the Middle States Commission on Higher Education, which in its June 2021 review granted full accreditation for the maximum allowable eight years. Lycoming is also a member of the Annapolis Group, a higher education consortium that convenes institutional leaders from the nation's very best liberal arts colleges. Notable rankings and recognitions in recent years include the following:

- No. 100 overall on the 2025 *U.S. News & World Report* National Liberal Arts Colleges list
- No. 22 in Best Value Schools on the 2025 *U.S. News & World Report* National Liberal Arts Colleges list
- No. 7 in Social Mobility on the 2025 *U.S. News & World Report* National Liberal Arts Colleges list
- Recognized as one of "The Best 390 Colleges" in 2025 for undergraduate education by *The Princeton Review*
- Named a College of Distinction, with special distinctions for Career Development, Business, and Education



MISSION

The mission of Lycoming College is to provide a distinguished baccalaureate education in the liberal arts and sciences within a coeducational, supportive, residential setting.

GUIDING PRINCIPLES

Lycoming College is committed to the principle that a liberal arts education provides an excellent foundation for an informed and productive life. Consequently, the Baccalaureate degree (Bachelor of Arts or Bachelor of Science) is conferred upon the student who has completed an educational program incorporating the two principles of a liberal arts education known as distribution and concentration. The objective of the distribution principle is to ensure that the student achieves intellectual breadth through the study of the arts, humanities, mathematics, natural and social sciences, and modern or ancient languages and their literatures. The objective of the concentration principle is to provide depth of learning through the completion of a program of study in a given discipline or subject area known as the major. The effect of both principles is to impart knowledge, inspire inquiry, and encourage creative thought.

Lycoming College promotes individual growth and community development through a combination of academic and co-curricular programs in a supportive residential environment that seeks to foster self-awareness, model social responsibility, and provide opportunities to develop leadership skills. Students are encouraged to explore new concepts and perspectives, to cultivate an aesthetic sensibility and to develop communication and critical thinking skills. The College is committed to promoting racial inclusiveness, gender equality and an appreciation of cultural diversity. Through a holistic approach, Lycoming College encourages students to become ethical, informed, and engaged individuals.

ACADEMICS

Lycoming has a robust set of curriculum options. At present, there are 48 majors and 65 minors. The College prides itself on working with students to develop customized degree programs to match the unique interests of its students. In 2024, the top majors included psychology, business, criminal justice, biology, history, accounting, art, English, mathematics, and physics.

Lycoming has in recent years expanded its academic offerings to build on its strengths and meet student demand. The newest major in environmental science, launched in fall 2024, builds on the strength of the Clean Water Institute (CWI) and an already robust biology program while attracting students interested in the rapidly growing green jobs sector. The CWI provides students hands-on experience performing research on local streams in the lab and in the field, working alongside local, state, and federal organizations on restoration and conservation projects, leading outreach experiences for local K-12 schools, and engaging in collaborative student-faculty research and publishing opportunities.

The College's Center for Enhanced Academic Experiences (CEAE) facilitates experiential learning across all academic disciplines. These experiences include internships, research, fieldwork, or global study. Global educational opportunities include more than 100 study abroad programs on the campuses of international institutions, as well as Lycoming faculty-led instructional experiences outside of the United States. Many students complete more than one such experience during their time on campus. The CEAE's career staff helps students identify and participate in opportunities to evaluate career options, put classroom skills into practice, and explore the world.

The College's Humanities Research Center (HRC) recently received national recognition for its work to enhance educational opportunities for students majoring or minoring in any of the humanities by supporting collaborative student-faculty research, internships, guided scholarship, study abroad opportunities, education certification, digital humanities, graduate school placement, and fellowships. In a vibrant physical space celebrating student excellence in the humanities, the center advocates for cultural literacy and creates a supportive atmosphere that encourages students to engage in interdisciplinary research and professional development. The HRC is dedicated to developing students' thoughtful engagement with the world around them and launching successful careers. In addition, the HRC and its students host a regional undergraduate research conference and publish the *Mid-Atlantic Humanities Review: A Journal of Undergraduate Research*.

Lycoming has developed several cooperative programs with partner institutions. Qualified students can take part in the Doctor of Osteopathic Medicine 4+4 program with Philadelphia College of Osteopathic Medicine, the Law Degree 3+3 Program with Widener University Commonwealth Law School, or the MBA 4-1 Program with Rochester Institute of Technology. The College recently added an Engineering Dual Degree program with Washington University, as well as the option for graduates to pursue an Accelerated Bachelor of Science in Nursing from DeSales University.

The student-to-faculty ratio at Lycoming is 11:1, with 91 full-time faculty members. Ninety-six percent of full-time faculty hold a doctoral degree or the highest degree in their field. The most recent first-year-to-sophomore retention rate is 76.1% and the current four-year graduation rate is 52.3%. The six-year graduation rate is 59.6%. Enhancing retention is one of the major foci of the College.



FUNDRAISING

The Office of College Advancement at Lycoming supports a robust fundraising program. Recent accomplishments include securing more than \$620,000 from 1,573 donors during the 2024 annual Days of Giving. The College's annual fund supports a range of institutional priorities including student emergency resources, retention programs, scholarships, internships and undergraduate research, outdoor leadership, and general operations.

In the past three years, fundraising has made possible the construction of a new music center, soccer/lacrosse/field hockey stadium, baseball complex, and improvements to science facilities and laboratories. Fundraising in support of the endowment has prioritized scholarships, new academic program funds, entrepreneurship, and the Center for Enhanced Academic Experiences. The FY 2023 alumni giving rate was 23%. Total giving in FY 2023 exceeded \$5.5 million and the three-year average is over \$8 million. The College raised \$79.4 million in its most recent comprehensive campaign concluded in 2019.

ALUMNI

Lycoming College is proud of its 16,000 alumni worldwide who excel in every field and serve as contributors and leaders in their own communities. The College's graduates include business executives, professional athletes, actors and artists, nonprofit leaders, and government officials. Alumni assist in recruiting prospective students, support the College financially, and attend events held on campus and in other communities. The motto for Lycoming alumni is "Once a Warrior, always a Warrior."

STUDENTS & STUDENT LIFE

Lycoming College offers students numerous opportunities for personal growth through co-curriculum programs such as outdoor leadership and education, community service, civic engagement, fraternity and sorority life, and services for student health and well-being. Lycoming requires students to live on campus throughout their undergraduate years, with limited exceptions. The College's residential programming provides first-year students with a shared experience and upper-class students the opportunity to move from traditional residential housing to a choice of independent living in College-owned apartments. The College is home to eight residence halls and about 82% of the students live on campus.

The more than 60 clubs and organizations include the Black Student Union, Campus Activities Board, Club Franco, Crossing the Frames Productions, Equestrian Club, Gaming and E-Sports Club, Habitat for Humanity, LEAF (environmental awareness), Multicultural Awareness Group, Pom and Dance, Shotokan Karate Club, Student Senate, UNICEF, and more. About 10% of the student population are involved in fraternities and sororities.

The Lycoming Warriors athletic teams participate in 19 NCAA Division III sports as part of the Landmark Conference. Men compete in baseball, basketball, cross country, football, golf, lacrosse, soccer, swimming, tennis, and wrestling; women compete in basketball, cross country, field hockey, lacrosse, soccer, softball, swimming, tennis, and volleyball. Approximately one in three students at Lycoming is a student-athlete and student-athletes and non-athletes alike participate in an array of intramural sports and recreational activities offered by the College.

Many Lycoming students are also engaged in music, not only as students majoring in the subject but also as participants in the College's Concert Band, Tour Choir, Orchestra, Chamber Choir, Brass Quintet, Woodwind Quintet, and Jazz Ensemble. Every year, more than 200 students engage in music-making on campus through their participation in the College's music programs.

FINANCES

Lycoming College's FY 2024 operating budget is \$40 million. Tuition, room, board, and fees account for 63% of revenue. With an endowment of approximately \$200 million, Lycoming is less reliant on tuition revenue than many colleges. The College awards \$36 million annually in financial assistance, and more than 85% of the students receive need-based aid. The total direct cost for new students in FY 2025 is \$63,636 (both semesters). Lycoming's bond rating is BBB+ with a stable outlook (Standard and Poor's). Outstanding debt as of the end of December 31, 2023, is \$40 million.



THE WILLIAMSPORT REGION

Williamsport, Pennsylvania, is in the north-central area of the state in Lycoming County. The region includes the stunning Susquehanna Valley, an area celebrated for its beauty, historical significance, and opportunities to engage in various outdoor activities.

Nestled along the banks of the west branch of the Susquehanna River, Williamsport is a community with a notable history. It was once known as the “Lumber Capital of the World”. In more recent years, Williamsport has been recognized as a destination location since the annual Little League World Series takes place in the community. The local Peter J. McGovern Little League Museum celebrates Williamsport’s role in the origins of Little League baseball.

In addition to being the home of Lycoming College, Pennsylvania College of Technology (an affiliate of Penn State University) is located in Williamsport. Other economic engines in the region include manufacturing and healthcare. The University of Pittsburgh Medical Center North Central and Geisinger Medical Center are two regional health service providers.

Walkable from campus, downtown Williamsport has experienced a renaissance in recent years. There are numerous restaurants, several art galleries, breweries, and shops to enjoy. Centrally located is the Community Arts Center, a 2,200-seat performing arts facility that is home to the Williamsport Symphony Orchestra and produces theatre, music, and other performances. The local public and parochial schools both have excellent reputations. The population of Williamsport has become more diverse in recent decades.

For more information on Williamsport and the region, visit:

<https://williamsport.org/>

<https://visitlycomingcounty.com/>

<https://www.visitcentralpa.org/>

FACILITIES & CAMPUS FEATURES

Lycoming College is located in Williamsport, Pennsylvania, on 60 acres that abut downtown Williamsport, providing substantial opportunities for students. In addition to the main campus, the College's Biology Field Station, a living laboratory for ecological research, education, and stewardship of the natural world, includes another 110 acres along the Loyalsock Creek just 15 minutes from campus.

Lycoming's main campus includes numerous historic and more modern buildings. During the past decade, more than \$65 million has been invested in constructing new facilities and renovating others. The Lynn Science Center opened in 2015 and serves as the home for flourishing programs in physics, astronomy, and astrophysics. The Heim Science Center, which houses the biology department and the chemistry and biochemistry department, has been completely renovated, and a majority of the classrooms in the Academic Center have also been modernized.

The Krapf Gateway Center, the catalyst of The Campaign for a Greater Lycoming, the College's most ambitious fundraising initiative in its history, was dedicated in 2019. The facility serves as home to the Office of Admissions, the Office of Alumni Relations and Advancement, the Center for Enhanced Academic Experiences, and the Outdoor Leadership and Education program. The 28,000-square-foot building also includes study and seminar rooms, a large presentation space, a café, and a three-story rock-climbing wall. Comfortable spaces encourage student engagement and interaction.

The College's new Trachte Music Center connects to the Mary Lindsay Welch Honors Hall and represents the first significant capital investment in the music program in more than 75 years. The state-of-the-art 14,000-square-foot building, which opened in the fall of 2022, houses a signature rehearsal and recital space, classrooms, soundproof practice rooms, and offices for music faculty.

The campus residence halls have undergone recent renovation or are soon scheduled to be renovated. Students, faculty, staff, alumni, and community members may all use the Keiper Recreation Center. The Wertz Student Center and the Snowden Library are both hubs of daily campus life. Clarke Chapel, located practically in the center of campus, remains one of the school's most iconic performance, worship, and community spaces. The Shangraw Athletic Complex is located a half-mile from the main campus. The complex includes the Girardi Football Stadium, the new Keiper Stadium (soccer, lacrosse, and field hockey) and a softball field. Lamade Athletic Building is the home for Warrior volleyball, basketball, swimming, and wrestling. The College recently finished construction on a baseball field in partnership with the City of Williamsport in nearby Brandon Park.

The College has developed a Next Phase Campus Master Plan that outlines the next priorities for investment in facilities.



LYNN SCIENCE CENTER

GOVERNANCE & LEADERSHIP

The Board of Trustees consists of 31 distinguished alumni and non-alumni members who represent a range of professional backgrounds, including law, education, medicine, business, art, and entrepreneurship. The Emeriti Trustees are non-voting members of the Board but may attend meetings. The Board has two meetings and one retreat annually. Its 12 committees offer direction and oversight and have fiduciary responsibility for the College. The Executive Committee comprises the chairs of the 12 committees. Five officers lead the Board of Trustees.

The President is supported by an experienced administrative cabinet that currently consists of 10 members, including the Executive Vice President, Vice President for Finance and Administration, Vice President for Student Life, Provost and Dean of Faculty, Associate Vice President for Library and Information Technology Services, Associate Vice President for Human Resources and Compliance, Associate Vice President for Enrollment Management, Director of Athletics, Special Assistant to the President and Chief Diversity Officer, and the Special Assistant to the President for International Initiatives and International Student Advising who also serves as Secretary to the Board of Trustees.

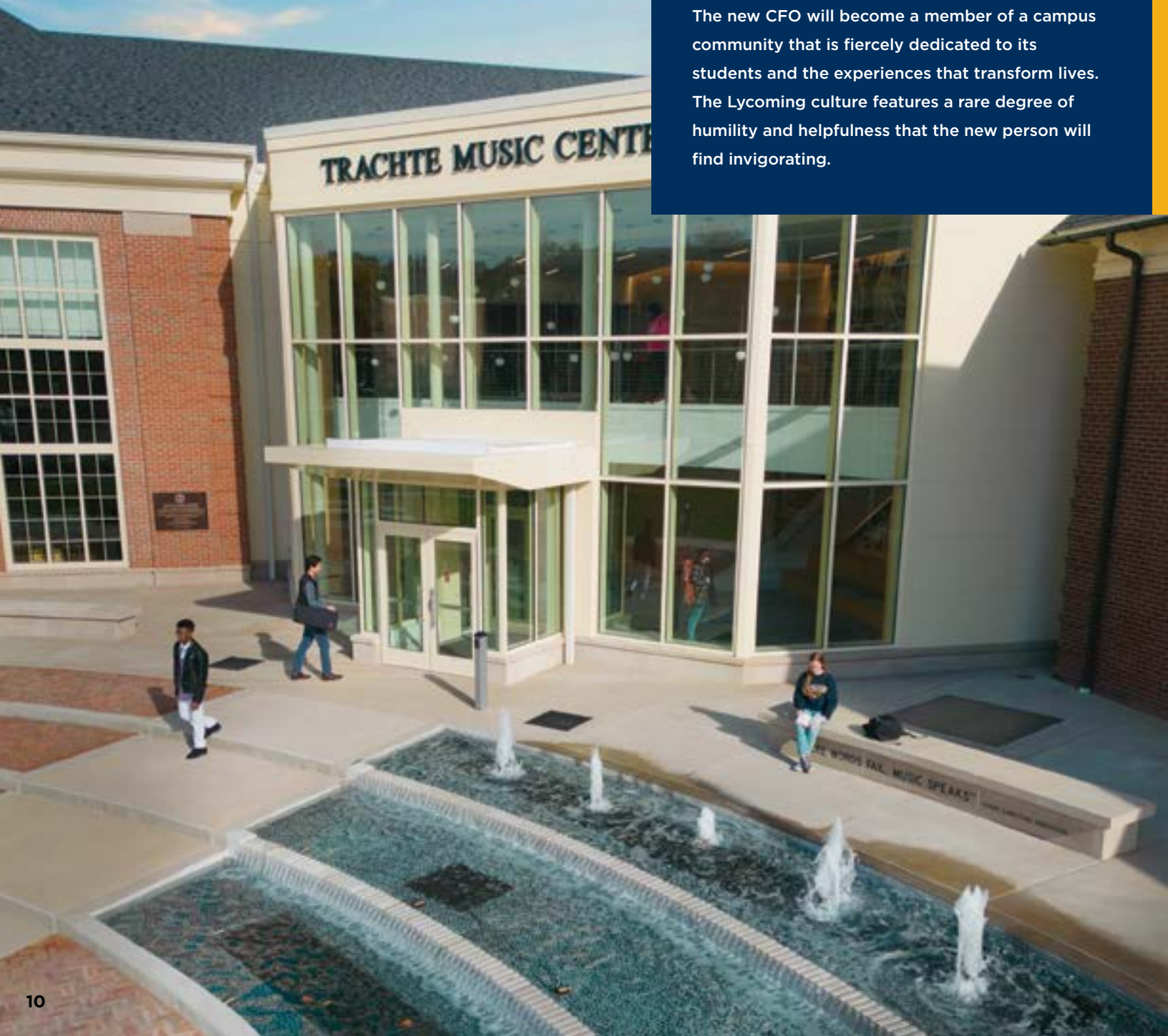
Faculty are represented by the Faculty Executive Council, which meets regularly. Shared governance is a key tenet of Lycoming with faculty serving on committees that provide input on curriculum, promotion and tenure, salary and benefits, and other College matters. The President meets monthly with the faculty to provide updates on enrollment, finances, and other relevant topics.



THE LEADERSHIP AGENDA

NEW COLLEAGUES AND CULTURE

The new CFO will become a member of a campus community that is fiercely dedicated to its students and the experiences that transform lives. The Lycoming culture features a rare degree of humility and helpfulness that the new person will find invigorating.



Financial Strength

Lycoming College has maintained financial strength, including a \$200 million endowment, 75% of which is unrestricted and long-term debt of \$40.4 million, resulting in an endowment to debt ratio of approximately five to one. Following the pandemic, the College has moved prudently toward equilibrium in its budget and the new CFO will work with their new colleagues to continue that trajectory and explore creative new sources of revenue.

Enrollment and New Academic Programs

Colleges and universities across the nation face a turbulent marketplace and the Northeast is particularly competitive. Lycoming is no exception. Consistent with financial prudence, the faculty has developed six new market-tested programs to counteract this enrollment pressure. The next CFO will have the chance to partner with their colleagues in the introduction of these new offerings and evaluate additional ones from an ROI perspective. Enrollment progress will lift morale.

Strategic Plan

Lycoming is executing well on its current Strategic Plan, with its three priorities of enrollment, institutional reputation, and strengthened sources of revenue. The next CFO will join in the continued implementation of the plan and have the chance to offer their own perspective on that dynamic document.

Next Phase of Campus Master Plan

Lycoming is a beautiful place, and the College has invested \$60 million in the physical plant over the last twelve years. The next phase of The Campus Master Plan reflects capital projects which are underway or currently being explored. They include Williams Residence Hall, an initiative for The Lamade Gym/Keiper Rec Center, a Modern Learning Commons and the potential for apartment style construction. The College has also been engaged with local governments and the private sector in executing a vision for the revitalization of the area of the city to the south of campus. The new CFO will have the opportunity to continue such planning with colleagues.

A New Leadership Era

Looming retirements among the President's Administrative Council will mean that the CFO will join a team comprised of new additions and experienced hands. This mixture will allow for fresh perspectives combined with healthy historical views; a formula for good decision making and a thriving future.

Technology

The College is investigating options for replacement of the current ERP. The timetable for this exploration will enable the next CFO to weigh in on this process.



**DESIRED
QUALITIES,
ATTRIBUTES AND
EXPERIENCE**

Lycoming seeks a seasoned financial executive with superb acumen in that vital area. Five years of successful progressive experience, including leadership of a complex financial organization is required. In addition to business and finance, the next VPFA and CFO/Treasurer will lead a broad portfolio, including the physical plant, human resources, risk and auxiliary enterprises. Experience in these areas is a plus. Either a master's degree in business/related field or a CPA license is required.

Candidacies from outside higher education are welcome, provided they possess the experience and expertise outlined in this Search Profile and show the potential to transition effectively to higher education.

The successful candidate will:

- Demonstrate successful experience in finance, accounting, reporting, forecasting and endowment management;
- Be a strategic thinker and strong business partner for the new president and colleagues;
- Embrace the principles of Inclusive Excellence, which commit the College to supporting the success of all faculty, staff and students and recognize that a diverse faculty, staff and student body benefits all students and community members and advances our goal of preparing its graduates to become ethical, informed and engaged individuals;
- Have the courage to insist on effective budget management while also advocating for balancing short-term and long-term institutional goals;
- Exhibit a collaborative style in working with colleagues, including a respect for shared governance;
- Be a team leader and player, with a track record of building and sustaining high functioning teams;
- Have a personality that connects well with others;
- Value the contributions of colleagues and be skilled at serving as a mentor;
- Be an accomplished communicator in all forms – speaking, writing and listening;
- Explore creative new ways of generating revenue;
- Be conversant with higher education trends;
- Form a partnership with Academic Affairs and Enrollment Management and evaluate the ROI for new program proposals;
- Be conversant with new ERP systems and the benefits they provide;
- Have knowledge of data analytics, artificial intelligence and other emerging technologies; and
- Be committed to the Lycoming Mission and Guiding Principles.

NOMINATIONS AND APPLICATIONS



To ensure full consideration by the Lycoming College - VPFA & CFO/Treasurer Search Committee, applicants should apply by April 7, 2025. The search will continue until a new CFO is appointed.

Interested applicants should submit:

- A detailed letter of interest that addresses specifically how the candidate's experiences and qualifications intersect Lycoming College's qualifications and listed strategic priorities outlined in this profile;
- A curriculum vitae; and
- Five professional references with email addresses and telephone numbers, including their relationship to the candidate. References will not be contacted without prior authorization from the candidate.

Submit To:

All application materials should be in PDF format and submitted through the AGB Search portal system at: [Lycoming College - VPFA and CFO/Treasurer](#).

Questions regarding the application process should be directed to:

LycomingVPFA-CFO@agbsearch.com.

Nominations and inquiries should be directed to:

Frederick V. Moore, J.D./M.B.A.
Senior Executive Search Consultant, AGB Search
fred.moore@agbsearch.com
(712) 299-2544

Additional Information:

Additional information about Lycoming College may be found at

<https://www.lycoming.edu/>

Information about this search is also available at:

www.agbsearch.com/active-searches.

Lycoming College Proudly Celebrates and Values Diversity. We are committed to fostering an inclusive campus community supporting all faculty, staff, and students. We encourage applications from candidates with diverse identities and all who are interested in supporting and contributing to our mission and strategic plan. Lycoming College is an equal opportunity employer.



**LYCOMING
COLLEGE**

THINK DEEPLY. ACT BOLDLY.