

JOSÉ M. ROMÁN, B.A., M.A., J.D., D.Min.

EXECUTIVE LEADERSHIP EXERCISED ON A GLOBAL SCALE

Trained in law, finance and economics, business management, research administration, and interfaith/multicultural dialogue, I have developed diverse skills that have been applied to increasingly complex challenges faced by colleges and universities working globally.

I have a proven track record leading institutions at the forefront of education, medical/scientific research, social services, humanitarian work, and social change. I have a demonstrated passion for mission-focused/values-driven work, building, mentoring, and leading motivated teams of diverse professionals. I am also committed to continuous business improvement supported by solid data analytics. My work experience demonstrates strong leadership, management, financial, analytical, communication, and interpersonal skills.

Professional Accomplishments:

- At Rutgers University, in response to the COVID-19 pandemic, restructured and led the research support infrastructure, allowing the University to become a national leader in COVID-19 research, including the development of the rapid saliva test (for SARS-CoV-2 coronavirus), and the inauguration of *The Rutgers University Center for COVID-19 Response and Pandemic Preparedness (CCRP2)*. Transformed the Institutional Review Board and Human Subjects Protection Program, leading to accreditation by the *Association for the Accreditation of Human Research Protection Programs (AAHRPP)* and measurable improvements in operational effectiveness. Lead a university-wide effort to transform the research support infrastructure, ensuring greater integration, effectiveness, and efficiency. As part of the leadership of the Academic Affairs division, I led an effort to incorporate diversity, inclusion, and equity principles in the curriculum, research agenda, and administration of the University. Helped to inaugurate the Research Development function, increasing private and public support for the University's sponsored research.
- At New York University, developed a global support model to serve over seven hundred principal investigators (research faculty), working in nearly 30 countries, managing 2000 projects totaling over \$300 million in annual expenditures. Codified all policies and procedures governing sponsored research financed through grants and contracts; developed an on-line compliance training program for faculty and their staff. Developed a comprehensive compliance audit function, ensuring clean audits for all nine years of my tenure. Fully automated the research data and reporting function. Developed a host of dashboards ensuring greater financial/programmatic transparency. Developed the first

university-based robotic accounting system. Increased faculty satisfaction with research administration, moving from 46 out of 48 departments to the top five for the last six years of my tenure.

- At the International Rescue Committee, spearheaded the development of the institution's grants and contracts department, which managed a complex, multi-million-dollar portfolio of grants and contracts supporting programs in forty-plus countries/ twenty-plus U.S. cities focusing on refugee assistance, HIV/ AIDS, human rights, emergency relief, humanitarian aid, and sustained development.
- Developed and managed a Beacon School in one of Brooklyn's largest minority communities. This program provided an estimated 300 children and their families with various after-school educational and cultural enrichment programs, including counseling and emergency services for youth and families in crisis.
- Served on the Boards of Directors of the largest and oldest needle exchange program. Served as treasurer of the Board of Directors of GMHC, one of the nation's most well-known HIV/AIDS services and advocacy organizations, and led a financial and programmatic restructuring in response to the 2008-2009 fiscal crisis. Today, I serve as an advisor to the President and CEO of the Center for Black Equity, one of the oldest and largest African American LGBTQ+ advocacy organizations in the United States. I also serve on the Board of Directors of United Palace Cultural Arts, an institution working collaboratively with community-based cultural organizations serving youth and artists in upper Manhattan.
- Managed a host of research, development, and humanitarian programs in Abu Dhabi, Afghanistan, Amsterdam, Belgium, Brazil, Canada, China, Dominican Republic, France, Germany, India, Italy, Jamaica, Japan, Kenya, Mexico, Puerto Rico, Rwanda, South Africa, Spain, Sudan, Tanzania, Uganda, and the United Kingdom.

EDUCATION

NEW YORK THEOLOGICAL SEMINARY (2016)

DMin – Specialization in Multi-Religious Dialogue and Practice

NEW YORK UNIVERSITY SCHOOL OF LAW (1998)

JD – Specialization in Non-Profit Corporate Law

CITY UNIVERSITY OF NEW YORK (1985)

MA - Economics (Magna Cum Laude)

BA – Economics/ Business Accounting and Finance (Magna Cum Laude)

AREAS OF EXPERTISE

- Executive Leadership and Management
- Project Management
- Organizational Design & Restructuring
- Team Recruitment, Development and Mentoring
- Process Improvement and Policy/Systems Development
- Budgeting, Financial Planning, and Analysis
- Reporting, Metrics Design and Data Analysis
- Program Planning, Development, and Evaluation
- Legal Compliance
- Board Development
- Human Resources
- Strategic Planning and Organizational Restructuring
- Information Technology, Planning and Use
- Development of Public/ Private Collaborations
- Grants/Contracts Administration
- Compliance, Training, Risk Assessment, and Oversight
- Federal Regulations Interpretation (especially Uniform Guidance)
- Research Pre- and Post-Award Lifecycle
- Diversity, Equity, and Inclusion

PROFESSIONAL EXPERIENCE

RUTGERS UNIVERSITY, New Jersey

Vice President for Research Administration

2020 – Present

Serve as the most senior executive in research administration.

- Member of the *President's Administrative Council*, which advises the senior leadership on all issues related to the University's mission, organization, and day-to-day administration.
- Member of the *Executive Vice President for Academic Affairs' Cabinet*, establishing all academic and curriculum-related strategies and policies.
- Member of the *Executive Vice President and Chief Financial Officer's Cabinet*, responsible for all financial strategies and policies.
- Member of the *Vice Chancellors for Research Advisory Board*, which advises the senior leadership on all research, scholarship, and faculty-led innovation issues.
- Lead multiple departments responsible for Research and Sponsored Programs (Pre-Award); Research Financial Services (Post-Award); Corporate Contracts and Agreements; Regulatory Affairs (which include The Human Subjects Protection Program, overseeing the Institutional Review Boards, The Responsible Conduct of Research Office, and Export/Import Control); Strategic Initiatives (including the offices for Policy

Development, Training and Education, and Communications). These departments serve over 300 research centers, institutes, and nearly 1600 faculty, with annual research expenditures estimated at almost one billion dollars in 2024. This portfolio supports domestic and global research and scholarship, innovative ventures and commercialization, and social services programs.

- Developed all policies, procedures, systems, and data/metrics related to domestic and global research and social service programs. Led a revisioning and reorganization process that resulted in organizational integration and demonstrated (measurable) improvements in effectiveness and efficiency.
- Monitored compliance with all regulatory and donor requirements and University policies. Helped foster a culture of research and scholarship excellence and integrity.
- Worked closely with research leaders in the University's various Schools, Institutes, Centers, and Departments. Ensured a strong relationship between central administration, principal investigators (research faculty), and their teams. Provided leadership, ensuring a collaborative partnership with other central offices including but not limited to the General Counsel's Office, The Chief Compliance Officer, The Office of the Chief Academic Officer, The Finance Department, internal/independent auditors, and the University's Board of Trustees/ Board of Governors.
- Recruited, trained, mentored, and supervised a diverse team of over 130 professionals.

NEW YORK UNIVERSITY, New York, NY

Assistant Vice President

2010 – 2019

Served as the most senior executive of Sponsored Programs Administration (SPA).

- Managed a department responsible for public and private grants and contracts (estimated at over \$500 million in 2019) supporting domestic and global research and social services programs. Helped develop an integrated service model that served all the University's research faculty worldwide, ensuring the continued growth and development of the institution's domestic and global academic research.
- Managed NYU's *Cost Analysis Department*. Responsible for supervising the University's *Time and Effort* reporting system (*Maximus*) and the *asset management* department. Recruited, trained, mentored, and supervised a diverse grant management and finance/accounting professional team.
- Developed and monitored all policies and procedures related to grant and contract accounting, donor reporting, budgeting, collections and cash management, partnership management, donor compliance, and business operations (codified post-award policies and procedures into a comprehensive ***Handbook***, website, and online training program). Ensured/measured compliance with all donor requirements.
- Developed in-house systems for managing all elements of the University's grants and contracts system. Worked closely with university schools/departments, principal investigators (research faculty), internal/independent auditors, Pre-Award and Contract Offices, Compliance/Legal Departments, and the University's Board of Trustees.

CALLEN-LORDE COMMUNITY HEALTH CENTER, New York, NY

Chief Financial Officer

2009 to 2010

Provided financial leadership to a Federally Qualified Health Center (FQHC) specializing in the primary health care needs of Gay, Lesbian, Bi-sexual and Transgender Communities.

- Managed the *Finance Department, Grants Administration Team, Patient Accounts* (billing), and the *Facilities Department*. Recruited, trained, and mentored a team of young professionals. Reorganized all three departments to improve organizational performance.
- Developed new metrics to measure institutional financial viability. Served on the Senior Management Team. Worked closely with the institution's Board of Directors.

COLUMBIA UNIVERSITY, New York, NY

Executive Director of Sponsored Projects Finance

2006 – 2009

Managed a complex portfolio of public and private grants and contracts for an Ivey-league University.

- Reorganized and led a department responsible for a complex portfolio of public and private grants and contracts (estimated at \$1.2 Billion in 2009) supporting domestic and global research programs, public health programs operating out of two major New York City hospitals, and HIV/ AIDS programs in the developing world.
- Recruited, trained, mentored, and supervised a diverse team of professionals.
- Developed and monitored all policies and procedures related to grants and contracts accounting, donor reporting, budgeting, collections and cash management, partnership management, donor compliance, and business operations.
- Helped to administer university relationships with private industry (including hi-tech corporations, bio-tech firms, and pharmaceuticals).
- Ensured compliance with all donor requirements (*including OMB circulars A-110, A-21, A-122, and A-133, as well as federal regulations related to human and animal testing*).
- Computerized all elements of the University's grants and contracts management system.
- Worked closely with all University departments, principal investigators, departmental administrators, auditors, and the University's Board of Trustees.

INTERNATIONAL RESCUE COMMITTEE (IRC), New York, NY

Director of Grants and Contracts Management and Compliance

2004 to 2006

Founding department director that managed a complex, multi-million-dollar portfolio of grants and contracts supporting programs in forty-plus countries and twenty-six U.S. cities focusing on refugees, HIV/AIDS, human rights, emergency relief, humanitarian assistance, and sustained development.

- Developed and managed partnerships with community-based organizations, civic institutions, and local humanitarian agencies in Europe, Asia, Latin America, and Africa; helped partners in the Developing World build programmatic capacity and operational infrastructure.

- Supervised the development of a global program design, monitoring and evaluation model that established measurable performance indicators for programs (Domestic and International) and operations (Finance, Procurement/ Logistics, IT, Human Resources).
- Developed and chaired IRC's senior management team's ***Strategic Operations Group*** (which, among other accomplishments, doubled grant revenues in its first year).
- Developed and negotiated contractual and grant relationships with partners worldwide. Monitored sub-grantee and contractor performance and compliance with grant/ contract requirements, including OMB circulars A-110, A-122, and A-133 (and all related USG laws and regulations).
- Developed all US Government grant/ contract compliance policies and procedures.
- Authored IRC's ***Grant and Contracts Management Handbook***. Automated grants administration.
- Trained senior managers on USG compliance-related requirements, public sector support, and international alliance management. Recruited, trained, and supervised a professional staff of five Senior Program Officers and numerous interns.

INTERNATIONAL AIDS VACCINE INITIATIVE (IAVI), New York, NY

Director of Global Operations – Finance & Administration ***1998 to 2004***

Founding director of a department that managed a complex, multi-million-dollar portfolio of grants and contracts supporting a global HIV/ AIDS vaccine research and development program and programs in policy advocacy and community mobilization.

- Served on the Strategic Planning Committee (drafted the ***Business and Operations Strategic Plan***) and the Finance Senior Management Team. Assisted grantees and business partners in developing the infrastructure to achieve planned results (and USG grant compliance). Drafted the institution's annual 75-million-dollar budget and financial forecast.
- Researched and drafted all accounting, budgeting, contracting, business operations, and partnerships policies. Computerized the contracts/ grants management system.
- Supervised all accounting (including A-133 audit), budgeting, financial reporting, grant/ contract compliance, human resources, and information technology issues involved in managing all international field operations (including field offices and projects), contract business relationships, and grant programs.
- Ensured compliance with USAID grants rules and regulations.
- Recruited and supervised professional staff, including grant and contract administrators, policy/ business analysts, regional in-country controllers, and accounting assistants.

PROFESSIONAL EXPERIENCE BEFORE 1998:

THE LITTLE SISTERS OF THE ASSUMPTION, New York, NY

Finance and Administrative Manager

1994 – 1998

HISPANIC YOUNG PEOPLES' ALTERNATIVE, Inc., New York, NY*Executive Director*

1992 – 1994

NEW YORK CITY COUNCIL, New York, NY*Chief of Staff / Legislative Aid*

1991- 1992

THE CITY COLLEGE OF NEW YORK, New York, NY*Adjunct Lecturer (1987 – 1991)/ Counselor (part-time)*

1986 – 1991

MEMBERSHIPS AND BOARD MEMBERSHIPS

- *Philanthropy of New York*: Member of the Finance Board
- *Institute for Research on Innovation & Science*: Member of the Board of Directors
- *The Center for Black Equity* (Formerly, The International Federation of Black Prides) Leadership Conference: Member Board of Directors and Treasurer
- *The Democratic National Committee*: Co-chair National LGBT Advisory Board
- *United Palace Cultural Arts*: Chair of the Board of Directors
- *The National Council of University Research Administrators*: Member
- *Gay Men's' Health Crisis* (GMHC): Former Board Member and Treasurer
- *Latino Gay Men of New York*: Former Board Member
- *New York Harm Reductions Educators* (NYHRE): Former Board Member
- *One Spirit Interfaith Seminary*: Former Board Member
- *The American Council for Voluntary International Action* (INTERATION): Former Member
- *The Association of Private Voluntary Organizations' Financial Managers* (APVOFM): Former Member
- *The International Gay and Lesbian Human Rights Commission*: Former Board Member

AWARDS & HONORS

- NYU Team Achievement Award
- NYU You Rock Award: Awarded for Exceptional Leadership
- NYHRE Award for Exceptional Organizational Leadership
- PRIDE Award for Public Service
- Graduate of the Honors Dual Degree Program in Economics
- Marvin Rosenberg/ Hubert H. Humphrey Award in Public Policy
- Silverman Award in Human Values
- Britain Prize in Moral Philosophy
- Outstanding Seek Graduate of the Year at CUNY

- International Economics Honor Society
- Ketchum Prize in Economics