

AMANDA PRESTON-NELSON

AREAS OF EXPERTISE

Educational Leadership
Strategic and Business Planning
Budget Development/ Oversight
Compliance and Regulatory
Analysis

Financial Management
Staff Management and Development
Labor Relations/Contract Negotiation
Change Management

Accounting Management/Auditing
Legislative Advocacy
ERP Software Implementation
Effective Communication and
Presentations

QUALIFICATION SUMMARY

- ◆ Accomplished executive with over thirteen years of progressively responsible leadership experience in financial management and institutional administration.
- ◆ Proven expertise in managing complex budgets and developing long-term financial strategies to ensure organizational stability and growth.
- ◆ Committed to advancing diversity, equity, and inclusion in all aspects of financial and administrative operations.
- ◆ Experiences in overseeing auxiliary organizations and ensuring financial compliance and accountability.
- ◆ Adept at building professional relationships and engaging stakeholders through exceptional interpersonal, communication, and negotiation skills.
- ◆ Conduct comprehensive staff development and training
- ◆ Highly experienced with Enterprise Resource Planning (ERP) Software planning, implementation, testing, enhancement, and stabilization

PROFESSIONAL EXPERIENCE

Associate Vice Chancellor and Controller

Foundation Chief Financial Officer

University of California, Merced , Merced, CA

February 2022 – Present

Lead the Business and Financial Services teams, including Financial and Accounting Services, Foundation Accounting, Accounts Payable and Tax Services, Student Billing Services, and Campus Cashiering, ensuring the accuracy and integrity of financial records. Directed the Oracle Cloud ERP implementation and stabilization, resulting in a 20% increase in financial reporting accuracy and improved operational efficiency. Ensure fiscal accountability and compliance with regulations, legislation, and Office of the President directives, achieving zero audit findings. Provide strategic leadership and consultation to the campus community, including faculty, staff, and students, on financial reporting tools and the Common Chart of Accounts (CCoA). Promote timely financial transactions and preparation of financial reports, enhancing transparency and accountability. Analyze and interpret complex financial data to support decision-making and strategic planning. Develop and implement training programs for the campus community to improve financial literacy and compliance. Foster a collaborative and inclusive work environment, promoting diversity, equity, and inclusion in all financial operations.

Lead, plan, organize, develop, and direct the activities of the Administrative Services Division including Budget, Fiscal Services, Auxiliary Services (The Market, Bookstore, and Food Services), Purchasing and Contract Services, Facilities Planning and Maintenance Operations, COVID Response, and the Data Center/Information Technology. Serve as the Chief Financial Officer for the District. Overall responsibility for the accuracy and integrity of both the District's and Foundation's budget and financial health. Participate in the President's executive leadership cabinet. Prepare and present data for topics related to the Administrative Services Division to the Board of Trustees (District), Foundation Board, and campus at large. Participate as the Chair of the Bond Committee. Participated in the long-range capital improvement campaign including advocating for new capital bonds. Oversaw the refinancing of all of the District's open bonds with success which resulted in the highest possible credit rating for the District. Participated as a key member of the District's negotiation team to successfully ratify the California Teachers Association contract before expiration for the first time in over 50 years.

Controller

California State University, Stanislaus, Turlock, CA

July 2017 – Present

Overall responsibility for the accuracy, integrity, and maintenance of the University and four related Auxiliary Unit's financial records. Promote the timeliness of financial transactions and preparation of financial reports. Provide consultation and training to the campus community: faculty, staff, and students. Ensure that the University and its Auxiliaries are fiscally accountable and have adequate internal controls. Analyze regulations, legislation, and Chancellor's Office directives to ensure compliance. Provide effective leadership for the department and communicate accounting matters to the University community. Direct reports include managers for general accounting, accounts payable, cashiers (bursar) office, accounts receivable and auxiliary accounting (philanthropic foundation, grants, commercial/auxiliary operations and student organizations).

Manager of Auxiliary Accounting

California State University, Stanislaus, Turlock, CA

July 2012 – June 2017

Expertly manage accounting activities of four separate Auxiliary business units. Prepare and present Board packets to each Auxiliary's Board of Directors, including financial statements, endowment activity reporting, investment summaries and tax reports. Manage three accountants from input of data through financial statement preparation. Maintain, interpret and apply internal control and accounting policies and procedures. Facilitate internal and external audits and prepare all tax reports. Prepare auxiliary budgets, calculate Foundation endowment and scholarship payouts annually. Train campus stakeholders on financial reports.

Accounting Manager

Petz Enterprises Inc, Tracy, CA

December 2008 – July 2012

Successfully managed accounts payable, accounts receivable and payroll staff. Prepared financial statements, performed month-end close processes and reconciled general ledger. Prepared sales tax, payroll tax, use tax and corporate tax returns. Developed and managed a \$20 million budget. Compiled departmental policy and procedure manuals. Created internal control policy for the finance

department, used checks and balances to monitor and adapt policy as needed. Liaised with external auditors to obtain annual compliance products. Backed up the Human Resource Department as needed when the HR Director was unavailable.

Staff Accountant

Atherton & Associates LLP, Modesto, CA

September 2006 – December 2008

Effectively prepared financial statements, tax returns, compilations and reviews. Performed comprehensive audits for profit and not for profit firms.

Office Manager/Accountant

Livermore Acres Inc, Manteca, CA

2005 – 2006

Accounts Payable / Assistant to the President

West Coast Aggregates Inc

2001 – 2005

EDUCATION

Doctor of Education, Educational Leadership | California State University, Stanislaus | 2020

Master of Business Administration | University of Phoenix | 2008

Bachelor of Arts in Agriculture Studies, Business | California State University, Stanislaus | 2006

Associate of Arts in Liberal Arts | San Joaquin Delta College | 2004

CERTIFICATIONS

Human Resource Generalist

PROSCI Project Management Certificate

Crisis Management - Higher Education Institutions

CTEC Certified Tax Preparer

Management Institute

FEMA Emergency Management

PROJECTS

Workflow Optimization Project | University of California, Merced | 2023-2024

Philanthropic Funds Data Integrity Project | University of California, Merced | 2023

Oracle Data Integrity Project (ODIP) - Grant Funds | University of California, Merced | 2022

Successful Refinance of District Bonds | San Joaquin Delta Community College District | 2021-2022

Chair the 2022 Bond Committee | San Joaquin Delta Community College District | 2020-2022

Member of CCCCCO Systemwide Facilities Task Force | California Community Colleges | 2021-2022

Member of CSU Systemwide Task Force – Shared Services | California State University | 2019-20

Present CSU Systemwide Training – Endowment Accounting | California State University | 2019

Present GAAP Training – Financial Services Team | California State University | 2019

Paperless GAAP Process | California State University, Stanislaus | 2018

Present CSU Systemwide Training - Paperless Journal Entries | California State University, Stanislaus | 2018

Paperless Journal Entry Process | California State University, Stanislaus | 2017

Fundriver Electronic Unitization Software Implementation | California State University, Stanislaus | 2016

Scholarship Review/Process | California State University, Stanislaus | 2015

Paperless Reconciliation Process | California State University, Stanislaus | 2013

ORGANIZATIONS

Member | School Site Council - Escalon Unified School District | 2021 - Present

Member | Alpha Alpha Alpha First Generation Honor Society | 2019 - Present

Member | Phi Kappa Phi Honor Society | 2018 - Present

Board Member | Tracy High School Agriculture Foundation | 2012 – Present

Board Director & Treasurer | South County Crisis Center | 2011 – 2014

Volunteer | Volunteer Income Tax Association | 2001 – 2006

SPEAKING ENGAGEMENTS

Research Methods | UC Merced | November 2023

Research Institutions Summit | UC San Diego | 2022

Leadership Development | CSU Stanislaus | 2021 - Present

PUBLICATIONS

Preston-Nelson, A.R. (2020) | *Ways in which recent high school graduates understand financial literacy to made decisions about future college or career pathways* | Doctoral Dissertation, California State University, Stanislaus. ScholarWorks: <http://hdl.handle.net/20.500.12680/1j92g919b>

SKILLS/SOFTWARE APPLICATIONS

FASB	GASB	GAAP
MS Office	Legal (budgetary Accounting)	Adobe Creative Cloud
PeopleSoft Finance	DataWarehouse	Brio Query Viewer
Fundriver	Pro FX Tax	Lotus Notes
Creative Solutions	Hyperian	TaxWise
Google Suite	CHRS	TM1/Wdesk
Oracle Cloud ERP	Munis	Taleo
UCPath	TRS	Cognos Reporting