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**MANHATTANVILLE  
COLLEGE**

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**PRESIDENTIAL SEARCH**

**POSITION PROFILE**

## ABOUT MANHATTANVILLE

Founded in 1841, Manhattanville is a residential liberal arts college serving 1,600 undergraduate students and 1,000 graduate students. Manhattanville is located on a 110-acre campus in Purchase, New York. The campus, 30 minutes away from New York City, offers a rigorous academic experience within a nurturing environment.



Widely perceived as the pre-eminent Catholic college for women for much of its history, Manhattanville officially became non-denominational in 1966 and co-educational in 1969. It now serves a richly diverse population, drawing students from more than 40 states and 76 countries.

Manhattanville has been named one of the nation's leading institutions of higher education. In 2008, it was ranked #11 as the most diverse campus by *Princeton Review's Best Colleges*, among the top 100 wired by *Fiske Guide to Colleges*, and in the top tier of Best Universities – Masters: North in *U.S. News & World Report*.

## MISSION AND VALUES

Manhattanville College is committed to its 167-year tradition of excellence in liberal arts and is deeply rooted in social action and community service. Manhattanville's mission is **to educate students to become ethically and socially responsible leaders for the global community**. To abide by its commitment, Manhattanville works to:

- Ensure the intellectual, ethical and social development of each student within a community of engaged scholars and teachers;
- Encourage each student to apply his or her development as a well rounded, independent leader and creative thinker to career and personal goals; and
- Provide a diverse and international campus community whose members know, care about and support each other and actively engage the community beyond.

Manhattanville provides students with a vibrant and interactive environment within a larger diverse global community. Distinguished by a commitment to a values based education, student engagement extends learning outside of the classroom through leadership development programs, athletics, student clubs and the arts. Through the successful pursuit of its mission, Manhattanville believes that a strong educational foundation will be obtained, good human values will be fostered, respect for one's self and for others will be encouraged, and graduates, by virtue of their education and their vision, will be enabled to improve the world and pursue fulfilling careers.

## **ACADEMICS**

Manhattanville offers both undergraduate and graduate programs. Classes are small, three-quarters having 20 or fewer students. The College's undergraduate curriculum is anchored by a distinctive Portfolio System and Preceptorial Program that form the foundation of the close student-faculty relationship that is at the heart of a Manhattanville education.

Enhancing the traditional academic curricula, innovative opportunities are offered in a variety of interdisciplinary programs, academic institutes and centers, in addition to service learning initiatives providing both traditional and non-traditional students with many options to satisfy their aspirations and career goals.

### Faculty

Manhattanville has 104 full-time and 166 part-time faculty. 97% of the full-time faculty possess the terminal degree in their fields. Manhattanville faculty are dedicated to providing high quality instruction as their primary mission, to advising and mentoring our students, and to maintaining active research programs in their disciplines.



### Undergraduate Programs

Manhattanville offers more than 50 undergraduate programs that lead to Bachelor of Arts, Bachelor of Fine Arts, Bachelor of Music and Bachelor of Science degrees. There are also wide-ranging Study Abroad opportunities, from Europe to the Caribbean, and from Asia to Africa.

The Portfolio System, a vehicle for planning and assessment that Manhattanville College helped pioneer, assists students in choosing courses of study and exploring educational options within the context of the liberal arts. The Preceptorial Program provides each first-year student with an academic advisor who also has the student in a seminar class, the focus of which is critical reading and writing.

The Castle Scholars Program offers students of exceptional ability a broader and more intensive program of study than the usual college curriculum. It provides motivated students in any major

field with challenging, cross-disciplinary courses that encourage their academic and personal growth.

### School of Education

With 22 full-time faculty, the School of Education offers 14 bachelor's programs and 32 master's programs. It is the largest graduate program at Manhattanville. Students may also obtain provisional New York State Teaching certification at both the undergraduate and graduate levels. The College has applied to the New York State Education Department to seek approval to offer a Doctorate in Educational Leadership. The recent NCATE accreditation of the College's School of Education program is further demonstration of its commitment to excellence in the learning process. Compliance with NCATE's rigid requirements is testimony to the high quality of this program. The full range of degree and certification programs may be found at: <http://www.manhattanville.edu/AcademicsandResearch/SchoolofEducation/About/Default.aspx>

### Graduate Programs

The College currently awards as many graduate degrees as undergraduate. It offers a wide range of graduate programs, having expanded its offerings significantly in the past eight years in both the School for Graduate and Professional Studies and the School of Education. From advanced certificate programs to courses of study in writing, liberal arts, education and business, a graduate education at Manhattanville is designed to attract full-time students as well as to accommodate the schedules of adult learners.

The Writing Program offers a Masters of Arts degree and classes are enhanced with readings, writing workshops and a self-paced course of study. Manhattanville's literary journal, The Inkwell, offers a platform where aspiring writers can submit their work for publication.



The Liberal Studies Program is an individualized program allowing students to self-design a course of study that appeals to their personal or professional interests. In addition to a core set of courses, this program includes a complement of electives, an independent study, internships and a thesis.

The Business Program offers six Master of Science degrees in addition to a Certificate Program in Nonprofit Leadership. The programs are accredited by the Middle States Commission on Higher Education and the International Assembly for Collegiate Business Education (IACBE). More information on the programs, which are primarily offered on the weekend, can be found on <http://www.manhattanville.edu/AcademicsandResearch/GraduateStudies/Business/Default.aspx>.

## **STUDENTS AND STUDENT LIFE**

More than three-fourths of Manhattanville undergraduate students live on campus, making for a true residential community. Its diversity is enriched by its remarkable international and domestic composition, with 10% of the undergraduate student body coming from other

countries and 24% coming from traditionally underrepresented groups within the U.S. Approximately 40% of the students are first generation college attendees. Students are encouraged to take advantage of the College's proximity to New York City with regularly scheduled trips and college sponsored bus service on weekends. Students participate in a number of activities that engage them in learning experiences beyond the classroom.

### Clubs and Organizations

Manhattanville has more than 30 student clubs and organizations, which all play an active role in campus life. A sampling includes: Touchstone (campus newspaper), WMVL (radio station), the BSU (Black Student Union), LASO (Latin American Student Organization), Muslim Student Association and the Italian Club.

### Student Government Association (SGA)

SGA serves as the voice of the student body and the liaison between administration and students. It also serves as a platform for addressing controversial issues directly affecting the student body while providing adequate channels of expression.



### Office of Student Activities

The Office of Student Activities coordinates a wide range of activities and is devoted to providing quality programming for our students. These programs include, but are not limited to, Psychic Fairs, Comedy Nights, Game Shows, Movies on the Quad, Casino Nights, Themed Pub Parties, Band Nights, Trips to New York City, dinners with Ambassadors, lecture series, among others. In addition to planning weekly activities, the office is also responsible for planning some of the college's major events such as Orientation, Fall Fest, Quad Jam, the Winter and Spring Formals, and the Senior Nights. Students are encouraged to not only attend events, but to plan and coordinate them.

### Athletics



Manhattanville competes in 18 NCAA Division III men's and women's sports, with nationally ranked men's and women's ice hockey teams. Students have been named All-Americans, regional and conference champions and national scholar-athletes. There were 276 varsity athletes during the 2007-2008 school year. Manhattanville is in the Middle Atlantic States Collegiate Athletic Corporation – Freedom Conference and the Eastern Collegiate Athletic Conference.

The college offers intramural sports programs under the direction of the Office of Student Affairs. These consist of tournaments and teams that play throughout the semester as well as club activities. For 2008-2009, intramural sports teams will include

flag football, dodge ball, 3-on-3 basketball, ultimate frisbee and soccer.

### Center for Career Development

Recent graduates have earned employment opportunities at many area businesses and other organizations including MasterCard, PepsiCo, Bloomberg, UNICEF, the United Nations, Memorial Sloan-Kettering Cancer Center, Goldman Sachs, the FBI and the Manhattan District Attorney's Office. The Center also oversees an extensive internship program for students.

### Social Action

Reflecting the traditions and values of Manhattanville, students contributed approximately 30,000 hours of service last year, gaining valuable experience in areas such as management, teaching and advocacy. Manhattanville has developed a strong relationship over the years with local communities, and has cultivated over 40 alliances with different organizations. These organizations include the American Cancer Society, Habitat for Humanity, the Westchester Holocaust Center, the White Plains Youth Bureau and local Humane Societies. The Manhattanville community is active in walks for numerous causes in Westchester/Fairfield county and in New York City.

- Seeds of Peace is a nonprofit program dedicated to empowering youth from regions of conflict to participate in peaceful dialogue in order to inspire coexistence and understanding among cultures. Manhattanville, affiliated since 1999, has the highest number of students who participate in the program of any college in the United States.
- The Duchesne Center for Religion & Social Justice serves as the coordinator, catalyst, and incubator for community outreach, cultural, leadership, and spiritual initiatives across the Manhattanville College campus and beyond. Its mission is to promote programs that endeavor to create a climate in which all Manhattanville College students will value and appreciate the differences among themselves.
- The Connie Hogarth Center for Social Action works to promote social, political and economic awareness among the student body and seeks to mobilize the campus to effectively create change.
- "My Soldier" is just one example of a student-initiated program. "My Soldier" puts politics aside and lets U.S. soldiers know that someone back home cares. The goal of the program is to show support for troops serving in hardship areas by establishing pen-pal relationships, and it has become a natural extension of the school's mission. The program has gained the college national media recognition and has been featured on such programs as Good Morning America, Fox and Friends, Good Day New York, Newsday and The Pentagon Channel.

## **STAFF**

The college is supported by a dedicated staff of 250, who are integral to Manhattanville's mission. The staff provides a great deal of the individual attention to students that is the hallmark of the Manhattanville culture.

## **CAMPUS**

Manhattanville moved to Purchase in 1952 to the former estate of Whitelaw Reid, publisher of the New York Herald Tribune and Ambassador to England. Today, the "Castle" is the college's landmark administration building. It looks out over 110 acres, from the green of the quadrangle to the four residence halls, academic buildings, athletic fields and the housing complex for faculty and staff.

### New Student Center

Opened in April 2008, the new Student Center is a 30,580 square foot student arts building. It houses physical fitness facilities, performance space, music practice areas and the school radio station. Promoting experiential learning and creativity, the center is open 24 hours a day and may be reserved by students for activities, programs and events.

### Library

The Manhattanville Library houses an impressive print collection and an outstanding array of electronic information databases. It offers more than 250,000 books and journals as well as access to thousands of electronic journals, a large assortment of electronic and print reference materials and a growing e-book collection. The Library is open 24 hours a day and houses a café, which has become a popular meeting place for students, faculty and staff.

### Ohnell Environmental Park

The newly dedicated park and center enables the active engagement of the Manhattanville community with the world. The center, designed by Maya Lin, serves as a classroom and laboratory for the environmental studies program. The restoration of the historic Ann Holladay Stone Chapel provides the College with a contemplative center.



## **FINANCIAL PROFILE**

Manhattanville College is an institution which is academically and programmatically robust, with strong student demand, diverse enrollment and financial stability. The College has increased its unrestricted net assets for 11 of the past 12 years. Total net assets increased from \$9.0 million to \$46.6 million, unrestricted net assets rose from \$6.8 million to \$28.6 million and permanently restricted net assets increased from \$2.0 million to \$7.9 million during this 11 year period.

Manhattanville's finances continue to strengthen and grow. In 2007, unrestricted operating revenues totaled approximately \$63.2 million. Student tuition and fees, net of student aid, represented 61% of the operating revenues. Operating expenses in 2007 totaled over \$56 million. The endowment has grown significantly over the last few years, with total pooled investments of \$29 million.

The College has seen the modernization of its facilities including newly renovated laboratories, studios for art and music, and a technology plan that is committed to state-of-the-art equipment and facilities.

	1995	2000	2007
<b>Total Assets</b>	<b>\$41,883,008</b>	<b>\$48,039,755</b>	<b>\$85,953,291</b>
<b>Tuition &amp; Fee Revenue - Net</b>	<b>\$12,203,801</b>	<b>\$20,148,732</b>	<b>\$37,974,131</b>
<b>Scholarships &amp; Grants</b>	<b>\$4,836,457</b>	<b>\$12,201,640</b>	<b>\$24,692,609</b>
<b>Net Assets</b>	<b>\$9,025,935</b>	<b>\$14,135,835</b>	<b>\$46,608,531</b>
<b>Pooled Investments</b>	<b>\$7,039,085</b>	<b>\$11,702,954</b>	<b>\$28,894,528</b>

## **DEVELOPMENT AND ALUMNI RELATIONS**

Since May 2003, Manhattanville College has been actively fundraising for its first significant, multi-year endowment and capital campaign, *Honor the Promise, Deliver the Dream*. During this time, the Board of Trustees has made development and alumni relations an increasing institutional priority and has witnessed fundraising success.

The Office of Institutional Advancement, in partnership with the President and the Board of Trustees and volunteer leaders, has implemented campaign strategies to better communicate with, cultivate and engage its alumni.

Manhattanville College launched the Campaign's quiet phase in May 2003 before publicly announcing the Campaign and its \$15M goal in May 2005. Based on the success of the campaign, the Board of Trustees voted to increase the Campaign goal to \$18M in September of 2006. To date, more than \$17M in gifts and pledges have been received. The increased goal also

positioned the College to apply for a Kresge Foundation Challenge Grant. The \$1M grant, awarded in September 2007, is subject to the College's securing the challenge goal of \$5M.

## **ADMISSIONS AND FINANCIAL AID**

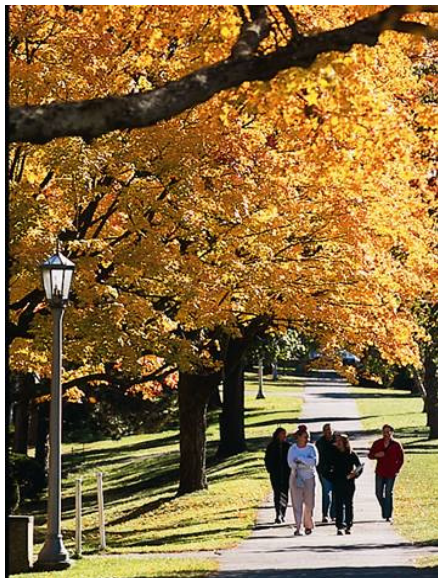
For the entering class of 2008, Manhattanville received over 4,500 applications for 525 places. The College has established a trend of increasing selectivity and competitiveness in its admissions rate over the past decade with a current acceptance rate of 50%. Committed to helping students with college tuition costs, Manhattanville College provides over \$24M in merit and need-based aid to high achieving students and those without the financial means to attend college.

## **TRUSTEES**

Manhattanville's Board of Trustees is comprised of 19 Members (including the President). A full list may be found at: <http://www.manhattanville.edu/AboutManhattanville/BoardofTrustees.aspx>

## **ALUMNI**

There are over 14,000 living alumni around the world. The Alumni Board, reunion weekends, regional alumni clubs and the school magazine help keep graduates engaged with the school. Manhattanville alumni are noted and accomplished leaders representing a diverse range of disciplines and geographies. Many have been recognized and honored for their professional and personal accomplishments. Distinguished alumni include Rose Kennedy, mother of John F. Kennedy; Eunice Kennedy Shriver, Executive President of the John F. Kennedy Foundation; Sila María Calderón, the first woman Chief of Staff in Puerto Rico and later the Secretary of the Governorship, Secretary of State, Lieutenant Governor and Governor of Puerto Rico; Mary C. Farrell, Investment Strategist; Carmen Marc Valvo, Fashion Designer and Ambassador for the Entertainment Industry Foundation's National Colorectal Cancer Research Alliance; and Stephen Fossati, Animator and Hollywood Producer.



## **PURCHASE, NEW YORK**

Set in prosperous and thriving Westchester County, Purchase offers the spaciousness and leisurely pace of a suburban location along with the resources of New York City, which is just 30 minutes away.

The proximity to White Plains also provides the college with opportunities to collaborate and partner with numerous corporations in the area. Major private employers include: IBM, NERA Economic Consulting, MasterCard Worldwide, PepsiCo, Burke Rehabilitation Hospital and Starwood Hotels & Resorts.

## **THE PRESIDENT**

The President is the chief executive officer of the campus, appointed by and reporting to the Board of Trustees. The President has oversight and responsibility for all aspects of campus administration and its students.

Currently reporting to the President are the Provost, Chief Financial Officer, Chief Development Officer, Vice President of Enrollment, Vice President of Student Development, Vice President of Operations, General Counsel, and Vice President of Information Technology.

### Responsibilities

As the chief executive, the President of Manhattanville College will have the following responsibilities:

- Build and improve upon the academic standing of the College with the assistance of a dedicated Board of Trustees and the commitment of faculty and staff.
- Effectively design and carry out a sustainable development plan to inspire donors, and to increase fundraising opportunities, institutional loyalty and thus, philanthropic giving.
- Communicate the distinctiveness, relevant value and uniqueness of Manhattanville College's academic programs to a broad audience of stakeholders, prospective students and the world.
- Provide a clear vision for the College which will inspire and compel alumni, friends and the Manhattanville College family to provide sustainable financial and intellectual resources in order to assure a successful future for the institution.
- Provide a platform and strategy to attract the best and brightest diverse group of students while developing effective programs to sustain and support their retention and success.
- Commit to recruit, develop and retain the highest quality faculty and staff with competitive salaries and benefits.
- Strengthen, engage and build relationships with alumni.
- Develop and implement sound fiscal policies in order to protect the intellectual and physical assets of Manhattanville College.

### Desired Attributes

Manhattanville College seeks a seasoned, dynamic leader, who has a demonstrated record of successful performance in an academic setting or similarly complex organization. This individual must possess the academic credibility to provide intellectual leadership and strategic direction to the campus community, Board of Trustees, alumni and other stakeholders. S/he must possess the skills necessary to work in a framework of shared governance, to effectively engage the faculty, staff and students by demonstrating the ability to build consensus, work effectively with an academic infrastructure and engender widespread private and public support for, and excitement about, the future of Manhattanville College.

The successful candidate must be a compelling advocate for Manhattanville's goals to a variety of audiences and be able to leverage opportunities in the area of development and fundraising. The President must be able to represent the interests of the College and show deep commitment to innovation, entrepreneurship, a global perspective and excellence at all levels of the institution. S/he must uphold the traditions of the College and understand its history and Sacred Heart heritage. S/he must be an outstanding and self-confident communicator, in both oral and written form, with an ability to listen to and nurture relationships with the entire Manhattanville community.



### **APPLICATIONS AND NOMINATIONS**

Nominations, referrals and applications (please include a letter of interest and curriculum vitae) should be electronically submitted as an MS Word or PDF document to the following address as soon as possible. All materials will be kept in strict confidence.

Nancy G. Mistretta or Paul H.L. Chou  
Russell Reynolds Associates  
[Mv-prez@russellreynolds.com](mailto:Mv-prez@russellreynolds.com)

For further information, visit the Manhattanville Presidential Search website at: <http://www.mville.edu/presidentialsearch>