

# CATHERINE W. WRIGHT

3865 COLLINE DRIVE  
MONTGOMERY, ALABAMA 36106  
(334) 420-4252 (W) (334) 277-9956 (H)

## EDUCATION

**DEGREES**

2003	Doctorate, Education Leadership (Incomplete)
1978	MBA, Auburn University
1973	BS, Accounting, Alabama State University

**CERTIFICATIONS**

2007	Certified Chief Financial Officer, Ala State Dept of Education
2001	Certified Defense Financial Manager
1986	Certified Cost Analyst, Institute of Cost Analysis
1985	Instructor Certification, Academic Instructor School

**PROFESSIONAL DEVELOPMENT**

1998- 2004	Financial Management Professional Development Institute
1994	Executive Quality Leadership Course
1993	Executive Development Seminar
1984	Management Executive Seminar
1983	Professional Military Comptroller School
1974	Quantitative Methods in Cost Analysis
1973	Management Analysis Officers' Course

**MAJOR APPOINTMENTS**

2009	Women In Business, Montgomery Chamber of Commerce
2008	Chemical Addiction Program Board of Directors
2007	Goodwill Industries of Central Ala, Inc Board of Directors
2004	Montgomery County Public Library Board of Trustees
2002-2005	Board of Directors, Montgomery Chamber of Commerce
1997-2008	Alabama State University Board of Trustees
1990	Gift of Life Investment Board
1985-2000	Air Force Civilian Personnel Recruiter
1985-1988	Instructor, Dept of Defense Professional Military Comptroller School

## PROFESSIONAL EXPERIENCE

### **2013-Present      Interim Dean of Finance and Administrative Services**

Performs the duties of chief financial officer as specified in conformity with policies established by the Alabama State Board of Education. The Dean of Finance and Administrative Services supervises and coordinates payroll, purchasing, accounting, budgeting, auxiliary services, business office operations, maintenance, buildings and grounds

### **2008-2013      COMPTROLLER**

Responsible for planning, organizing, directing, and evaluating the financial operations of the College,

including accounting and reporting in compliance with generally accepted accounting principles and NACUBO standards.

**2006 – 2008                      Owner/CFO, Professional Development Services (PDS), LLC**

Developed strategic business plans and provided critical analyses of business processes and practices to enhance economic opportunities and to improve business management effectiveness. Developed specialized training and mentoring modules for chief financial officers for public institutions, private businesses and corporations.

**2001- 2006                      Deputy Comptroller/Chief, Financial Management And Analysis  
Division  
Headquarters Air University  
Maxwell AFB, Alabama**

Directed and coordinated an operating budget in excess of **\$1 Billion** to support the Air Force professional and continuing education mission and infrastructure which impacted over **350,000** students world wide

Directed, justified and defended budget plans to the Air University (AU) Commander, Chief Executive Officer (CEO) and corporate level executives to include Congressional delegations, Board of Visitors Advisory Council consisting of university and college presidents, corporate CEOs and retired general officers state and local elected officials

Directed the control of funding and ensured a coordinated, comprehensive financial plan for the operating budget in compliance with financial limitations as prescribed by Congress, US Office of Management and Budget, Office of the Secretary of Defense, and Headquarters United States Air Force

Aligned available financial resources with strategic plans and directed adjustments and/or reprogramming based on analyses of program priorities

Directed financial analyses for major reprogramming actions which result in mission expansion, deferral, curtailment, or deletion

Developed detailed *issue papers* with resultant impacts and proposed alternatives and make adjudicating decisions and recommendations regarding the preparation/justification of budget estimates and administration of funds to support mission objectives

Managed major financial systems that interface with the Defense Finance and Accounting Service supporting over \$300M in military and civilian staff pay along with supporting over a thousand vendor pay accounts

Ensured prompt payment of thousands of vendor pay vouchers to prevent interest penalties and to take advantage of prompt payment discounts

Managed a senior level financial team and a robust technical support team consisting of 60 or more military and civilian employees

**1999-2001                      Interim Comptroller  
Financial Management/Comptroller  
Headquarters Air University  
Maxwell AFB, Alabama**

Served as Interim Comptroller with complete authority of financial and personnel management issues reporting directly to the Air University Commander, CEO

Provided briefings to the Commander and his corporate staff on guidance and direction for the planning, execution and oversight of accounting, finance and budget activities

Senior executive manager for all comptroller and financial matters executing full responsibility for AU Financial resources and personnel to ensure adequate resource availability to accomplish the education and support missions

Significant portion of duties required interface with the Pentagon in Washington D. C. and the major command component of the Air Force for education and training

**1988-1999**                    **Director of Financial Analysis  
Financial Management/Comptroller  
Headquarters Air University  
Maxwell AFB, Alabama**

Directly responsible for the analysis of cost and related variables and impact on competing resources  
Directed the development of comprehensive financial plans, cost analyses and the evaluation of related variables and impact on competing resources

Coordinated the integrated financial management information system in support of corporate level managerial decision making

Made adjudicating decisions and recommendations regarding the preparation/justification of budget estimates and the administration of funds in compliance with financial limitations prescribed by Congress, Office of Management and Budget, Office of the Secretary of Defense and Headquarters United States Air Force

**1985-1988**                    **Instructor, Financial Management  
Dept of Defense Professional Military Comptroller School  
Headquarters Air University  
Maxwell AFB, Alabama**

Planned, developed and taught courses of instruction in budget, cost analysis, resource management, accounting, finance and comptrollership

Served as financial resource liaison for Air Force sponsored seminars and workshops

Determined resource material requirements and developed written instruction guides and assembled course materials

Developed test and evaluation instrument to measure student learning

Conducted special projects and studies and participated in special assignments on financial issues having Air Force-wide impact

Liaison for contact with high-level officials within the Air Force, Office of Management and Budget, other federal agencies and civilian institutions to identify resource experts and obtain information regarding emerging financial issues

**1979-1985**

**Deputy Director/Cost Analyst  
Directorate of Cost and Management Analysis  
Headquarters Air University  
Maxwell AFB, Alabama**

Provided authoritative source of professional management and cost analysis services to the Air University commander (CEO) and staff

Correlated, integrated and interpreted operating and financial information profiling the financial status of the operating budget

Directed the overall Air University cost analysis effort required to develop cost factors and inputs to special studies for proposed/new programs and program alternatives

Provided technical supervision in the area of cost estimating and analysis, evaluated cost techniques and modified as necessary

Evaluated plans and specifications for cost methods, techniques and data sources, considering such factors as feasibility, operational readiness, complexity of performance, cost estimating relationships and confidence limits.

**1978-1979**

**Resource Analyst  
Air Force Data Systems Evaluation Center  
Gunter AFS, Alabama**

Reviewed and analyzed resource requirements for major and complex computer information systems to include funding, personnel, training and facilities in terms of cost

Developed plans to estimate resource requirements considering such factors as time constraints, organizational level, source of definition and availability of pertinent information, development, test and implementation, operational and functional requirements, procurement procedures, financial resources and time-phasing

Developed resource requirement estimates supported by full documentation of data sources consulted, cost techniques employed and rationale used

Key participant in independent cost analyses, evaluation of economic analyses, contractor furnished information and contract cost performance reports

**1972-1978**

**Management and Cost Analyst  
Directorate of Cost and Management Analysis  
HQ Air University  
Maxwell AFB, Alabama**

Conducted recurring special cost analyses and studies of major operations

Selected and applied program cost data and estimating factors necessary to determine basic costs, cost trends, start-up and production costs and variances

Evaluated situation variances in production, methods, volume and location relative to operational situations based on historical data trends

Researched and performed preliminary analyses for special cost studies involving new and revised programs

Collected, validated and compared pertinent expense and production information from operating reports and other sources for the purpose of developing factors to be used in estimating the cost of various programs

## **AWARDS AND RECOGNITION**

- Alabama State University Board of Trustees Recognition for Distinguished Service, 2010
- Office of the Mayor Certificate of Recognition for Distinguished Service, 2006
- State of Alabama House of Representatives Commendation for Outstanding Professional Accomplishments, 2006
- Air Force Special Acts Award for Outstanding Service, 2003 & 2004
- Financial Analysis Civilian of the Year, 2001
- Delta Woman of the Year for Exemplary Service, 2000
- Martin Luther King Legacy Award for Outstanding Performance in Government, 1999
- Alabama State University Alumni of Distinction, 1993
- Montgomery Advertiser Woman of Achievement for Outstanding Community Support, 1994
- Sustained Superior Performance, 1991-1994
- Sustained Meritorious Performance Award, 1986-1992
- Certified Cost Analyst, Institute of Cost Analysis, 1986
- Air Force Civilian Meritorious Performance Award, 1984
- Air Force Meritorious Performance Award, 1983
- Sustained Superior Performance Award, 1983
- Outstanding Young Woman of the Year, 1981
- U.S. Air Force Meritorious Performance Award, Program Evaluation, 1981
- Outstanding Performance Award, 1977, 1980, 1981

## **COMMUNITY SERVICE**

- Chair, Alabama State University Board of Trustees, 1999-2003
- Board of Directors, Montgomery Chamber of Commerce
- Leadership Alabama
- Central Alabama American Red Cross Board of Directors
- Gift of Life Investment/Endowment Board
- Delta Sigma Theta Sorority, Inc. ( Vice-President, Executive Board)
- United Way Council Executive Board
- United Way Budget Committee
- National Consultant - Youth Motivation Task Force
- Leadership Montgomery (Program Director, Executive Board)
- Girl Scouts of America Executive Board
- St John Resurrection PTO Executive Board (Treasurer)
- American Society of Military Comptrollers (President, two terms)
- Black Employment Program Executive Committee (Chair)
- First Baptist Church (Auxiliary Committees)

## **REFERENCES**

Provided upon request