

PETER J. MIZERA

September 21st, 2024

Office of Human Resources
Monroe Community College
1000 East Henrietta Road,
Rochester, New York 14623

To whom it may concern:

Please accept this letter as an expression of my interest in the position of Chief Information Officer and Associate Vice President, at Monroe Community College.

I have built on my distinctive background in information technology leadership by developing exceptional expertise in managing both large and small scale technology projects, consistently delivering results within time and budget constraints, and developing teams to produce innovative solutions within higher education. I am familiar with developing business, technology, and financial policies and procedures, adept in recruiting and leading effective technical and business teams along with formulating and implementing technology development strategies.

My enclosed resume details my background as an accomplished leader in the field of information technology in higher education. I believe I have the education, experience and record of accomplishments you are seeking.

With more than twenty twenty-five years of experience in IT in higher education, I bring a unique blend of experience ideally suited for the Chief Information Officer and Associate Vice President position. Most importantly, I have the ability to transfer my skills and expertise to Monroe Community College. I would welcome an opportunity to discuss this position and my abilities to meet the associated challenges.

Sincerely yours,

Peter J. Mizera

Enclosure

PROFESSIONAL PROFILE

Information Technology Professional with 25-plus years' experience as a leader, technician, team builder and administrator.

- Results-oriented with a consistent record of enforcing standards and exceeding expectations
- Outstanding communication skills as a lecturer and presenter
- Effective contract / lease negotiation skills
- Experienced lecturer in information technology implementation and pedagogy
- Excel at strategic planning, project management, and team building
- Record of on-time project delivery
- A thorough understanding and hands on experience with technology operations

PROFESSIONAL EXPERIENCE

2021 – 2024

HARTWICK COLLEGE – ONEONTA, NEW YORK

Hartwick College is a private liberal arts college located in Oneonta, New York. The college offers 31 majors in 24 areas of study leading to a Bachelor of Arts or Bachelor of Science degree. The college has 1,200 undergraduate students from 30 states and 22 countries, 187 faculty members, and a student-faculty ratio of 11:1. Hartwick College is institutionally accredited by the Middle States Commission on Higher Education (MSCHE) and the NY State Board of Regents. Revenue. \$87.6M, Expenses. \$95.0M, Total Assets. \$132.2, Total Liabilities. \$50.2

Chief Information Officer

Responsible for setting objectives and strategies for the IT department. Selecting and implementing suitable technology to streamline all internal operations and help optimize strategic benefits. Responsibility for delivery of all information technology services across campus as well responsibility for the mail room and print shop. Work closely with faculty, staff, and the college's senior leadership to develop a strategy that supports the college's academic and administrative programs. Responsible for ensuring compliance of all technology policies, standards, practices, assessment, operations, and security measures.

ACHIEVEMENTS:

2021 – 2024

- Initiated, managed, and completed the sale of the college's Class B license, resulting in one-time revenue to the college in excess of 3.1 million dollars.
- Member of Presidents cabinet, chair and serve on several committees, as well as serving as Ex Officio on all technology committees
- Reduced the IT department annual budget through elimination of unused software platforms and renegotiation of contracts, an annual savings in excess of 100k.
- Implemented MFA (Multifactor Authentication) across all systems on campus. This added network security as well as making the college compliant with GLBA (Gramm Leach Bailey Act)
- Drafted a charter for a new technology committee, formed a committee of cross-functional members with the goal on developing a campus-wide Technology Plan.
- Managed, implemented a new college wide help desk system: Freshservice
- Responsible for the creation, implementation, and maintenance of information technology and cyber security policies.
- Managed several large-scale application and network implementations and upgrades.

2019 – 2021

CORNING COMMUNITY COLLEGE – CORNING, NEW YORK

CCC is a two-year community college located in Corning, New York. It serves three counties: Steuben, Chemung, and Schuyler, and is part of the SUNY system. The College has over 40 academic programs and offers a number of certificates. The College serves 4,520 students, 47% of students are full-time. It has total annual total revenues of \$35.5 million and total assets of \$147 million. The College is accredited by the Middle States Association of Colleges and Secondary Schools.

Chief Information Officer

Leadership and management responsibility for delivery of all information technology services across campus, inclusive of all applications, network infrastructure, communications, security, web & portal, desktop, and support services. Work closely with the college's senior leadership to develop a strategy that supports the college's academic and administrative programs. Responsible for developing and ensuring compliance of all technology policies, standards, practices, assessment, and security measures.

ACHIEVEMENTS:

2019 – 2022

- Authored Infrastructure Technology Plan. Researched industry trends, worked with Cisco and various vendors, and evaluated feedback from the entire CCC user community. The Plan included financial projections, total cost approximately 1.4 million over 5 years.
- Chair and serve on several committees, the most recent addressing Covid -19 issues: health screening, social distancing, remote access, tracking and classroom technology
- Implemented, or in the process of implementing several new application solutions for the Ellucian platform: Starfish, ISE and FLAC
- Currently working with a cross-functional team to finalize a campus-wide Technology Plan.
- As part of a continuing strategy to improve disaster recovery and system redundancy, moved authentication services to the cloud. This provides single sign-on and secure access to applications in a hybrid environment where applications reside both on premise and on multiple cloud environments.

2016 – 2019

BLACKHAWK TECHNICAL COLLEGE – JANESVILLE, WISCONSIN

BTC is a Wisconsin technical college in Rock County, Wisconsin and a component of the Wisconsin Technical College System. The main campus lies between the cities of Beloit and Janesville; there are also several other satellite locations. BTC offers approximately 50 programs leading toward an associate degree, technical diploma, certificate, or apprenticeship. The College serves approximately 4,800 students annually about 2,800 credit and 2,000 non-credit students. , annual total revenues of \$34 million and total assets of \$179 million. The Higher Learning Commission of the North Central Association of Colleges and Schools (NCA) accredits Blackhawk Technical College

Chief Information Officer

Provide leadership and management oversight for all aspects of technology, enterprise and information systems, infrastructure, and services, including policy, standards, practices, assessment, and security standards and measures. Manage a staff of 20 professional, technical and support staff. Prepare and administer an annual budget in excess of \$2.6 million.

ACHIEVEMENTS:

2016 – 2019

- Migration to Ellucian Cloud – Migration of all Banner ERP systems to the Ellucian Cloud, Budgeted \$1.3 million, project completed on time and within budget.
- Website Project – Managed complete redesign of BTC's web presence: www.blackhawk.edu

- Blackboard Analytics – Managed procurement and implementation of Blackboard Analytics, Student & Learn modules.

1999 – 2016

GOVERNORS STATE UNIVERSITY - University Park, Illinois

GSU is an Illinois public university with a total student body of 5,800, annual total revenues of \$100 million and total assets of \$812 million comprised of four colleges, a center for performing arts, a family development center and a 501(c) (3) foundation.

Chief Information Officer / Associate Vice President, Information Technology Services

Responsible for campus-wide information technology systems, including network infrastructure, telecommunications, support services, security, servers, desktops, mobile devices, business system applications (ERP), and Web applications (Internet and Portal). Manage a staff of 35 professional, technical and support staff. Prepare and administer an annual budget in excess of \$5.5 million.

ACHIEVEMENTS:

2014 – 2015

- Wireless Mesh Network (WMN), to upgrade campus to a communications network made up of radio nodes organized in a mesh topology with 80211AC routers over a 10Gb backbone. Budgeted at \$2.5 million, the project was completed on time and under budget.
- Student Housing Project - designed and implemented all IT technology in new 300-bed student housing building including all Cabling, Multimedia, Security, and Telecommunications.
- Computer Labs - \$3.5 million project to design and implement the remodeling of campus computer labs.

2012 - 2013

- Implementation of University's Portal,"MyGSU"
- Instrumental in redesign of GSU web presence.
- Implementation of GSU Mobile App.
- Implementation of a Degree Audit solution.

2010 - 2012

- Enterprise Resource Planning (ERP) Project – Managed the conversion from Jenzbar's CX to Ellucian's Colleague, ERP solution software
- Implementation of Voice Over Internet Protocol (VoIP), campus wide solution

2007 -2011

- Designed, managed and implemented a \$1.9 million dollar campus wiring project. Replaced all copper and fiber cables on campus as well as all electronics, desktop capabilities of Gigabit speeds.
- Network Standards - Designed and developed and continually maintained campus-wide standards for network cabling and technology infrastructure for a variety of campus remodeling and new construction.

Ongoing

- Initiated and implemented campus help desk functions
- Instituted and continually maintain hardware and software standards.
- Author policies and procedures for the use of technology on campus
- Currently preparing for the development of a campus-wide Business continuity plan.
- Developed and ongoing maintenance of disaster recovery plan and bi-annual testing procedure.
- Authored a university-wide Information Technology Plan, updated yearly.

FEATURED ARTICLE

Feature cover story in Fall 2015 *EdTech Magazine* article: "Rethink the Broader Network Picture"
<http://www.edtechmagazine.com/higher/article/2015/10/higher-ed-readies-next-network-upgrades>

ADJUNCT FACULTY

2002 – 2017

College of Arts and Science - Computer Science Division

Adjunct Professor

Teach upper division and undergraduate level courses in Project Management, Computer Sciences, Networking and Security

1994 to 1999

MORaine VALLEY COMMUNITY COLLEGE, - Palos Hills, Illinois

MVCC is a comprehensive community college in the southwest suburbs of Chicago with 13,000 full-time and part-time credit students, 7,000 noncredit students, and 450 full-time staff.

Director, Information Systems

Served as senior manager of IT department with strategic and information technology planning responsibilities. Managed a staff of 25 professional, technical and support staff.

Responsible for all campus information systems, both academic and administrative.
Budgetary responsibilities were in excess of \$3 million at that time.

PRIVATE SECTOR

1999 - 2007

MSI INTEGRATED SOLUTIONS, Atlanta, Georgia

Nation-Wide Technical Solutions for Health Care Systems and consulting services including system design and product development.

Technical Service Consultant

Provided Nation-Wide Service on Mainframe Systems and Hospital Database Systems

1998 - 2004

G.C. SERVICES, CONSULTING, Chicago, Illinois

Nation-wide consulting firm specializing in governmental agencies, headquartered in Washington D.C.

Project Manager

Responsible for a major systems upgrade project, involving on-site mainframe operating system upgrades and application upgrades at all 32 Internal Revenue Service locations across the country.

MEMBERSHIPS AND SERVICE IN PROFESSIONAL ORGANIZATIONS

EDUCAUSE - nonprofit association and the foremost community of IT leaders and professionals committed to advancing higher education

SMHEC - South (Chicago) Metropolitan Higher Education Consortium

IPATHE - Illinois Partnership to Advance Technology in Higher Education

CCIO – Council of CIO's, SUNY

SUNY EIT Officer – Campus wide ADA compliance.

EDUCATION

Master of Science / Management Information Systems

Governors State University, University Park, IL

Bachelor of Science / Commerce
DePaul University, Chicago, IL