

Bill R. Dial, Ph.D., PHR, SHRM-CP

Experience:

March 2018-Present
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Metropolitan Community College—Kansas City,

Chief Human Resources Officer

- Reporting to the Chancellor, built a highly competent, efficient, agile, and innovative Human Resources Department characterized by a deep customer-service orientation, strong morale, and the highest standards of ethics and integrity;
- Implemented state-of-the-art practices in human resources policies and procedures and communicate changes in human resources policies, procedures and programs to faculty, administration and staff, in a clear, concise, and timely manner;
- Coordinated review, evaluation, and analysis of human resources matters with legal counsel, and other professional advisors, as appropriate;
- Cultivated a supportive, growth-oriented work environment that supports faculty and staff through effective talent management and ongoing professional development for employees at all career levels;
- Provided leadership in setting goals and analyzing ways to raise standards, increase quality of efforts and improve overall performance of human resources partnerships;
- Oversaw the talent acquisition process to help ensure adherence to the College's policies and affirmative action protocols; serve on and/or provide human resources support services to various College search committees, as appropriate;
- Oversaw and managed the annual performance evaluation process for administration and staff;
- Oversaw compensation policies and programs for administration and staff; coordinated the ongoing review and evaluation of market competitiveness of University salaries and benefits; collected data from various survey sources, analyzed such data, and developed recommendations for compensation strategy;
- Provided industry-leading leadership to help ensure that the College's employees have access to the best possible and most cost-effective benefits;
- Assume primary responsibility for maintaining the College's legal compliance with all federal, state and local employment and labor laws;
- Oversaw the employee relations function, including providing appropriate assistance and coaching to supervisory personnel, as appropriate; coordinated training workshops, as necessary, with internal and external training resources.
- Provided leadership in the utilization of technology and efficient business practices to deliver data, service and support to a range of constituencies.
- Served as chief negotiator/Negotiation Chair for the college in union/labor relations environment.
- Instituted key metrics and measurement programs for HR systems and work processes.
- Served as budget resource expert in planning the human capital of the organization.

January 2016-March 2018

Richland College—Dallas, TX

Executive Director of Human Resources & Organizational Development, Title IX Administrator, ADA Coordinator, EEO Compliance Administrator

- Supervised a staff consisting of 11 human resources professionals and 8 Title IX Investigators.
- Partnered with Executive Leadership Team in overall strategic planning and measurement of college initiatives.
- Served as Title IX Administrator for the institution, overseeing gender equity and ADA, Section 504 processes and coordination.
- Served as core member of the institutions Behavioral Intervention Team (BIT).
- Oversaw college organizational learning initiatives and professional development.
- Planned and coordinated human resource functions including new employee onboarding, employment, compensation, payroll, workmen's compensation, and benefits.
- Managed the payroll/benefits staff to ensure timely processing of payrolls in accordance with established procedures and consistent with federal and state regulations; provides direction to payroll staff regarding salary changes, retroactive payments, and other matters that may affect employee compensation; administers the automated time and attendance function.
- Provided guidance to college personnel regarding human resource policies, procedures, and federal/state legal requirements.
- Provided mediation and counseling across all levels of the organization.
- Facilitated oversight of the college compensation program. Provided compensation consultation to all management levels.
- Oversaw implementation of HRIS talent management systems, maintenance of HRIS Banner, and development of employee/faculty online training portal.
- Served as liaison to the campus regarding employment investigation issues, i.e., sexual harassment claims, Title VII claims, etc.
- Served as the primary developers in comprehensive training and development program for the campus regarding leadership development, human resources issues, requirements, and expectations.
- Instituted key metrics and measurement programs for HR systems and work processes.
- Served as budget resource expert in planning the human capital of the organization.

April 2011-December 2015

Red Rocks Community College—Lakewood, CO

Executive Director of Human Resources, Title IX Administrator, ADA Coordinator, EEO Compliance Administrator

- Supervised a staff consisting of five human resources specialists and 6 Title IX Investigators.

- Partnered with Executive Leadership Team in overall strategic planning and measurement of college initiatives.
- Served as budget resource expert in planning the human capital of the organization.
- Served as Title IX Administrator for the institution, overseeing gender equity and ADA, Section 504 processes and coordination.
- Served as chair of Inclusiveness and Diversity Council.
- Planned and coordinated human resource functions including orientation, employment, compensation, payroll, workmen's compensation, and benefits.
- Managed the payroll/benefits staff to ensure timely processing of payrolls in accordance with established procedures and consistent with federal and state regulations; provides direction to payroll staff regarding salary changes, retroactive payments, and other matters that may affect employee compensation; administers the automated time and attendance function.
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- Instituted key metrics and measurement programs for HR systems and work processes.
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October 2006-April 2011

Richland College—Dallas, TX

Director of Human Resources

- Supervised a staff consisting of one Assistant Director, one Senior Human Resource Coordinators, three Human Resource specialists, and one Human Resource secretary
- Served on Executive Leadership Team helping to lead in overall strategic planning and measurement of college initiatives.
- Planned and coordinated human resource functions including orientation, employment, compensation, payroll, workmen's compensation, and benefits.
- Managed the payroll/benefits staff to ensure timely processing of payrolls in accordance with established procedures and consistent with federal and state regulations; provides direction to payroll staff regarding salary changes, retroactive payments, and other matters that may affect employee compensation; administers the automated time and attendance function.
- Provided guidance to college personnel regarding human resource policies, procedures, and legal requirements.
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- Served as liaison to the campus regarding employment investigation issues, i.e., sexual harassment claims, Title VII claims, etc.
- Served as one of the primary developers in comprehensive training and development program for the campus regarding human resources issues, requirements, and expectations.
- Served on various district-wide committees for the Dallas County Community College District to assist in implementing Human Resources Leadership Institutes and Customer Service Best Practices.
- Served on RFP and implementation team for PeopleAdmin HRIS.

October 2005-Present University of Phoenix, Dallas/Colorado Campus

Area Chair/Lead Faculty

- Area Chair/Lead Faculty (Summer 2006-Present)—Served in mentorship/leadership/evaluation role for faculty members in the Graduate School Business Program and Undergraduate Business Ethics and Law Division at one of the largest campuses for the University of Phoenix. Served on Career Services Project team.
- Served on Campus Steering Committee.
- Developed, administered, and facilitated multiple training and development sessions utilizing various technological mediums.
- Charter Faculty for University of Phoenix, Northwest Arkansas Campus. Instructed in both the graduate (MBA) and undergraduate programs teaching such courses as: Human Capital Development, Managing the Business Enterprise, Transformational Leadership, Employment Law, Human Resource Management, and Organizational Behavior. As Charter/Lead Faculty I facilitated training workshops for fellow faculty on the effective use of methodology in adult learning techniques and teaching skills.
- Faculty Advisor, Delta Mu Delta

October 2004-September 2006 University of Arkansas, Fayetteville, AR

Institutional Personnel Analyst

- Managed the scope of training for staff/faculty on various Human Resource topics ranging from the FLSA, Title VII, The American with Disabilities Act, etc.
- Developed and supervised University of Arkansas Human Resources Internship program and served as program manager.
- Educated and trained managers and staff members on business and HR processes, policies, effective practices, and systems.
- Provided compensation consultation to all management levels.
- Developed, implemented and monitored compensation programs for executive, exempt, and nonexempt positions.
- Conducted position analysis to determine appropriate salary levels according to compensation guidelines and recommended corrective actions to resolve compensation related issues.
- Ensured compensation compliance with applicable federal and/or state laws, regulations, and/or agency rules, standards and guidelines.
- Conducted salary surveys for the University of Arkansas classified job titles.
- Developed and implemented the first state-wide apprenticeship program for the University's Printing Services department.

- Analyzed and improved current HRIS systems and websites at the University of Arkansas.
- Responsible for campus wide job analysis interviews and job classification determinations.
- Recipient of Northwest Arkansas Society of Human Resource Managers “2006 Rising Star Award” for possessing and exhibiting the highest of professional behaviors and knowledge in the field of Human Resources.
- Serving as Chairperson for Student Relations Committee for 2006.
- Served on Human Resources Diversity Certificate Program Committee.

August 2001-September 2004 Kendall & Davis St. Louis, MO

Medical Management Consultant

- Managed the strategic workforce planning process for numerous health systems/health care providers on a national level.
- Consulted with major Health Systems in regards to recruiting, hiring, retention, and legal issues in relation to the field of Human Resource Management.
- Functioned in a team setting in a senior leadership role to assist in achieving individual, team, and organizational goals.
- Worked with hiring entities and decision makers to establish competitive benefits packages and contracts.
- Established short and long term recruitment plans based on forecasted needs.
- Defined practice opportunities with clients to determine the most effective marketing approaches.
- Personally oversaw and executed targeted recruitment to meet organizational hiring targets utilizing strategic workforce planning methods.
- Made positive marketing presentations to identify candidates in person, by telephone, and email.
- Secured necessary agreements and business contracts with external clients.
- Helped to extend candidate offers, negotiate contracts, and facilitated closure of the search process.
- Began and maintained business relationships with both physicians and hospital systems.

Education

September 2013	PhD in Organizational Management, Capella University. Minneapolis, MN.
2003-2004	Master of Science Degree in Human Resource Management Lindenwood University Saint Louis, MO.
1991-1995	University of Arkansas Bachelor of Science Fayetteville, AR.

- PHR Certified through HRCI
- SHRM-CP Certified through SHRM
- Certified Title IX Administrator and Investigator.
- Six hours completed in Spanish at the University of Arkansas, Fayetteville with the intent of becoming bilingual/Spanish speaking.

Professional Memberships:

Executive Advisory Board, National Association of African Americans in Human Resources
President, CUPA Lone Star Chapter
President, Rocky Mountain CUPA HR
National Member, Society of Human Resource Management
Capella University Community College Advisory Board
Past Board Member, Northwest Arkansas SHRM (NOARK)
Boys and Girls Club of Jefferson County, Colorado
Rocky Mountain Performance Institute (RmPEX) State Baldrige Examiner

References

Available upon request.

Salary Requirements

Negotiable