

BARBARA BASEL

SENIOR HUMAN RESOURCES EXECUTIVE | STRATEGIC PARTNER | EXECUTIVE COACH

35 years of experience in Higher Education Executive Leadership — Human Resources, Financial Aid, Admissions, Administration, Budget & Finance, Project Management

Senior HR Consultant, Director of Organizational Development. Expertise as Executive Leader, Consultant, Business Manager. Coach, Trainer. Passionate and enterprising visionary and strategic HR architect. Focused on organizational effectiveness and people enablement along with practical, thoughtful actions that promote positive outcomes.

Decisive and forward thinking — Balance impact of critical decision making, especially in education, training and consulting. Assess, motivate, manage risk and reward [people resources] to achieve positive outcomes. Promote excellence in delivering best in-class enterprises. Act with clear values and beliefs.

Understand connections between business/enterprise operations and people talent — Drive for people and cultural connection to bring entities together, build strong communication, engage in activities that ensure successful job/talent alignment. Exceptional manager of financial, human, time resources.

Relationship builder — Communicate easily with all cultures and levels of administrators, employees, external constituents to form diplomatic relationships. Influence and inspire collaboration to achieve positive results. Recognize skills and motivators for various roles. Strong interpersonal skills; experienced presenter.

Develop and implement innovative strategies and programs — Guide and shape improvements in efficiency, productivity and processes toward successful attainment of goals. Address challenging problems with hands-on 'lead by example' style that fosters a culture of teamwork, shared mission and dedication to excellence.

Credentials — MA in Human Service Administration | BS in Elementary Education | SPHR | MBTI, CCL, DDI & more

EXPERIENCE

MERCER COUNTY COMMUNITY COLLEGE

2019–present

Vice President

Serves as the first Vice President for Human Resources and a champion for diversity, equity, and inclusion. Collaborates, consults, and advises supervisors on best practices regarding employee relations. Builds and maintains connections between operations and people in order to promote achieving a balance between effectiveness and efficiency while driving innovation and transformation. Plans, directs, evaluates, and implements educational programs for employees and managers regarding interpersonal relations and compliance issues.

- ▶ Supports and leads diversity, equity, and inclusion initiatives including the hiring the College's inaugural Director of Diversity, Equity and Inclusion.
- ▶ Drives a culture of continuous improvement through the creating a strategic plan for HR based on LEAN principles.
- ▶ Develops statistical dashboard regarding hiring, promotion, and turnover.
- ▶ Authors policies and procedures in support of Equal Employment Opportunity, Americans with Disability, Pandemic Response, Hybrid Work, Information Technology, and Institutional Surveys.
- ▶ Leads change initiatives regarding HR systems in order to promote ease of use for employees, transforms paper driven processes with electronic forms in alignment with 18 Sibson Report Recommendations.
- ▶ Drives HR Team to achieve Operational Excellence in order to improve delivery of services and information in a consistent manner and in alignment with Departmental Strategic Plan.
- ▶ Implements and facilitates learning and development programs such as: FranklinCovey Learning Journeys for staff and new on-line compliance training: Title IX, Cyber Security, Aerial Lift, and Lockout/Tagout programs.
- ▶ Collaborates with College's Shared Governance Counsel to develop its novel Training Tidbits program.
- ▶ Designs New Employee Orientation program for full and part time employees.
- ▶ Supervises efforts to modernize the operations of the department included digitizing employee personnel records and forms and modernizing the pay practices.
- ▶ Serves as point of contact for the employees for the College' COVID contract tracing and vaccination program.
- ▶ Serves as the Presidential Search Secretary. Coordinates with the RH Perry Search Firm.
- ▶ Provides consultation and coaching to employees and College leaders.
- ▶ Provides strategic and operational leadership including the replacement and modernization of the applicant tracking system and a forth coming public website for Human Resources.

Associate Vice Chancellor

Performed as Consultant, Advisor, Strategic Partner, and Subject Matter Expert to the District and College in areas of organizational planning, policy development, employee relations, complex performance management, and discipline. Negotiated complex agreements, employee relations and grievance/workplace disputes; investigated working conditions, disciplinary issues, and employee complaints. Worked with administrators to resolve employee performance, disciplinary, and grievance issues. Kept current on federal and state statutes and policies.

Responsible for strategic and tactical District operations (Vice Chancellor for Human Resources Leadership, Vice President for Academic Affairs, Vice President for Administrative Services, Faculty Meet & Confer); prepared and facilitate presentations.

- ▶ Planned, directed, evaluated, and implemented employee and labor relations programs including district-wide development and implementation of programs, development of and delivery of training sessions.
- ▶ Managed, directed, and oversaw HR business partners' function and HR staff dedicated to reviewed, addressed, and resolved faculty issues as they related to human resources.
- ▶ Recommended and developed over 50 policies; assured adherence to policies and procedures; interpreted and maintained compliance with various federal and state employment laws.
- ▶ Supervised district-wide human resources on policies and procedures; served on councils and committees.
- ▶ Advised governing board members, college presidents, and administrators on human resources issues.
- ▶ Designed and facilitated district-wide human resource training program for management and labor.
- ▶ Established short and long-term objectives for programs; provided direction in the development and implementation of new technological hardware and software that affected district-wide HR processes and programs.
- ▶ Designed workload metrics for employee relations' activities and financial impact of separation settlement and/or cost of termination hearings.
- ▶ Oversaw Equal Employment Opportunity and Affirmative Action policies interpretation, investigation, and compliance.
- ▶ Served as HR point person for IT Security Response and Emergency Management Teams; partnered with Office of the General Counsel and Risk Management to assess and mitigate operational, reputational, and financial risk of situations.
- ▶ Lead District-wide salary equity study to address systemic compensation compression.
- ▶ Acted on the behalf of Vice Chancellor for Human Resources in their absence; presented before Governing Board.

SOUTH DAKOTA BOARD OF REGENTS

2012–2015

Director of Human Resources

Served as Chief Human Resources Officer for Regental System and member of executive leadership team to promote and drive organizational effectiveness, strategic partnerships and change initiatives for six universities and special schools. Recommended and developed system-wide policies, practices and regulations related to HR management. Planned, implemented, and reviewed short and long-term goals and policies for all system. Provided strategic oversight for HR Information System and Payroll System for 10,000 employees.

Administered State of South Dakota benefit program for Regental employees, including implementation of the Affordable Care Act. Served as Title IX and EEO/AA Coordinator at Regental Office; coordinated training and compliance initiatives for the system. Prepared and presented briefings to Board of Regents.

- ▶ Led system-wide analysis and strategic implementation of the Affordable Care Act.
- ▶ Planned, developed, and implemented policy manual job descriptions, performance management systems, personnel records, affirmative action plan and HRIS system.
- ▶ Chaired and provided senior leadership to Human Resource Directors and Regental Councils.
- ▶ Authored and presented position papers for State of South Dakota Legislative Committees regarding human resources and benefit legislation.
- ▶ Served as internal consultant for organizational redesign including the launching of an employee engagement survey for the Regental Information System Division of the Board Office.
- ▶ Advised Vice Presidents and Directors of Human Resources on system-wide initiatives on performance management strategies, classification and compensation.
- ▶ Counseled and coached campus HR staff regarding best practices for conducting investigations, disciplinary actions and terminations for faculty, administrative/professional staff and civil service employees.

PRINCETON UNIVERSITY

1997–2012

Department of Public Safety: 2003–2012 | Manager of Personnel & Employee Development 2012**Business Manager 2005 - 2012 | Manager of Plans and Programs 2003 - 2005**

Senior Subject Matter Expert on human resource and labor management issues. Collaborated with Office of HR on complex and/or contentious issues related to collective bargaining agreements, employee relations, and compensation issues. Coordinated efforts to develop and maintain an internal culture reflecting the highest level of professionalism, teamwork, mutual respect and dignity.

Role model for values and principles for department of Public Safety. Directed day-to-day administrative operations and ensured strategic alignment with goals, policies, procedures, and practices for human resources, administration, finance, and technology. Oversaw change management initiatives for areas of leadership, administration and technology. Developed specific roadmaps to mitigate or address concerns about new processes, policies and systems.

► **Human Resources:**

- Facilitated strategic planning, organizational development and organizational effectiveness strategies; including coordinating a department-wide employee engagement survey, all staff meetings and two leadership retreats.
- Developed and directed department organizational learning, development and effectiveness programs.
- Reviewed bargaining agreements and made recommendations on proposals during negotiations.
- Interpreted operating policies, university policy, collective bargaining agreements for supervisors, staff, officers.
- Launched annual training regarding university policies and collective bargaining agreements for managers and patrol supervisors. Revamped on-boarding and orientation program for new patrol officers.
- Researched and recommended project plan for police accreditation process and developed HR specific standards adhering with Princeton University and accreditation model policies.
- Collaborated with the Offices of Human Resources, Treasurer and Provost to design an early retirement program and special police training budget for the Department of Public Safety.
- Implemented a new competency-based selection process based on Development Dimensions International (DDI) including conducting job analysis, developing job descriptions, compensation analysis for patrol staff, superior officers and administrative/executive positions.
- Coordinated selection processes for 45+ vacancies; including training assessors in behavioral interviewing, resume review, law enforcement testing, oral interviews, police background investigations, physical fitness evaluations, psychological testing, realistic job previews, salary analysis, EEO reporting, and on-boarding process.
- Investigated and documented employee misconduct resulting in identifying fraudulent reporting of attendance and theft of university resources.
- Supervised performance review meetings, disciplinary action and employee separation meetings.
- Carried out training sessions in collaboration with the Office of Human Resources for the University's Management Development Certification Program.

► **Administration and Finance:**

- Identified workload effectiveness and modified tasks among administrative, financial and information technology staffs to accomplish functions aligned with priorities and team responsibilities.
- Engaged in zero-based budgeting model project with Treasurer Office resulting in identifying the source of a \$500,000 budget over run.
- Coordinated patrol schedule analysis aimed at reducing overtime and implemented new work schedule.
- Supervised administrative staff including payroll clerk, financial analyst, and administrative computer support specialist.
- Provided strategic oversight of department's budget, fiscal and administrative policies, strategic analysis and guidance on financial matters for the Director and Divisional Managers.
- Participated in planning and allocation of space for newly renovated/state of the art police facility.

► **Technology:**

- Recommended and developed policies and procedures that increased savings reduced costs and improved administrative and technology services including emerging technology for hardware and software systems.
- Led implementation of events/scheduling software system and computer-aided dispatch program.
- Liaised with information technology vendors and internal University customers regarding software and hardware purchases and services. Collaborated with the department's Senior Systems Administrator and DPS Managers to assess needs and functionality of critical and non-critical technology systems.
- Developed, managed and implemented complex projects that supported business objectives. Activities included needs assessments, requests for proposal (RFP), and established timelines, assessed resources, developed and led teams to actively generate and communicate status updates.

Graduate School, Office of Graduate Admission: 1997-2003

Director of Graduate Admission and Data Integration

Oversaw graduate admission process. Serve as Graduate School's functional lead for the University-wide implementation of PeopleSoft and Princeton University's first on-line admission application.

LAWRENCEVILLE SCHOOL; Lawrenceville, NJ

1994–1997

Director of Financial Aid

Planned and administered needs-based financial aid budget of \$3.8M. Delivered in-depth counseling on financial issues to students and families. Initiated and updated administrative computer system to level of high efficiency. Analyzed admission and financial aid statistics. Authored informational and marketing material.

Earlier Background — Prior to 1994

PRINCETON UNIVERSITY, Assistant Director Undergraduate Financial Aid Office | PENNSYLVANIA TRUST CO., Administrative Assistant | UNIVERSITY of KANSAS, Assistant for Student Financial Aid & Student Employment | MISSOURI VALLEY INVESTMENT COMPANY Assistant Office Manager. *Assignments: managed budgets up to \$500K, launched computer systems, coordinated scholarship activities, developed/managed diverse programs*

EDUCATION | CERTIFICATION & ADDITIONAL TRAINING

Master in Human Service Administration — RIDER UNIVERSITY

Bachelor of Science, Elementary Education; Graduate hours in International Studies — UNIVERSITY of KANSAS

Senior Professional in Human Resource (SPHR)	Institute for Excellence In Coaching – Coaching Certification
SHRM Senior Certified Professional (SHRM-SCP)	Facilitator, Developmental Dimensions International (DDI)
Leading Strategically – Center for Creative Leadership (CCL)	360-Degree Assessment Certification – (CCL)
Princeton University, Management Development Certification	NACUA Title IX Coordinator
Myers Briggs Type Indicator – Certified Practitioner (MBTI)	Everything DiSC Certified Practitioner
Strategic HR Business Partner (sHRBP) Certification	Strategic Workforce Planning (SWP) Certification
Diversity & Inclusion Program	Global Team Coaching Practitioner
National Behavior Intervention Association (NaBITA) – Behavior Intervention & Threat Assessment Teams Facilitator	