

Sharonda Bishop, MS, SHRM-SCP, SPHR - CA

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Education

DePaul University, Chicago, IL

Doctorate in Business Administration

June 2022

Dissertation: Organizational diversity: The role of CEO narcissism

Claremont Graduate University, Claremont, CA

MS in Human Resource Design

December 2007

Cornell University, Ithaca, NY

BA in Hospitality Management (Emphasis: Human Resources)

May 1994

Awards and Honors

Cal Poly Pomona, SPICE Grant

2021 - 2022

Cal State University - Chancellors Doctoral Incentive Program

2019 Fellow

SHRM Foundation – Graduate Level

2018 & 2020 Scholarship

Works in Progress

Bishop, Sharonda. How Followers Influence Egocentric Managers in Decision Making.

Status: Proposal

Bishop, Sharonda. How Young Transformation Leaders Engender Trust in Followers.

Status: Proposal

Bishop, S., Mastin, B., Rice, C. Aguilar, F., Exploring When and Why Employees Speak Up at Work.

Status: Article Preparation

Academic Memberships

Academy of Management (AOM), 2020 - Present

Midwestern Academy of Management (MAOM), 2020 – Present

Society for Industrial and Organizational Psychology, 2020 - Present

Presentations

Western Decision Sciences Institute (WDSI)

April 2022

Topic: Industry and Service-Learning Collaborations in the Classroom – Making it Work

Teaching Experience

Lecturer

College of Business Administration, Cal Poly Pomona

September 2019 – Present

Organizational Behavior/MHR 3020 ~ designed course, selected textbook and materials, and facilitated semester long sessions to classes of 40 students. Course designed to engage students in learning how their individual behavior impacts outcomes in groups and organizations. Topics include Individual differences, values, and perceptions, motivating behavior, decision-making and problem solving, and organizational structure and design. In-class instruction and in March 2020, fully transitioned to online using zoom for live instruction. Face to face and online instruction for eight (8) sections. Face to face (1) and synchronous (1) sessions – Fall 2022

Senior Project/MHR 4610S ~ designed course, selected textbook and materials, and facilitated semester long sessions to classes of 15 students. This course is approved for a Service-Learning designation, as it provides students enhanced content and experiences to learn by engaging within the community. Focused on three core pillars; Service, Mentorship and Leadership, the students conduct hands-on service projects within the local community, receive direct mentoring from alumni and business professionals and regularly have presentations from industry experts throughout the Southern California community. Face to face and online instruction for two (2) sections. Face to face session – Fall 2022

Business Communications/BUS 3000 ~ designed course, selected textbook and materials, and facilitated semester long sessions to classes of 40 students. Course designed to advance student knowledge of written and verbal communication, using professional techniques in positive persuasion, presentation skills, report writing, and difficult conversation with subordinates, peers, and supervisors. Topics include organizing and drafting business messages, creating proposals and formal and informal reports, and establishing successful professional relationships through business etiquette, ethics, and teamwork. In-class instruction for three (3) sections. Synchronous session – Fall 2022

Related University Teaching Experience

Lecturer and seminar leader in professional certification programs for career advancement in management and leadership, via in-class instruction, online and hybrid courses. Classes are instructed in the evening and student participants are primarily working professionals, international, and non-traditional.

College of Professional and Global Education

March 2018 – Present

Talent Acquisition and Recruitment ~ designed course, selected textbook and materials, LMS course creation and facilitated instruction for 8- week course for 15 students. Topics include recruiting and selecting employees, behavioral interview skills, new hire assessments. Synchronous online learning instruction for three (3) sections. Synchronous session – Fall 2022

Related University Teaching Experience (Continued)

HR Legal Administration ~ designed course, selected textbook and materials, LMS course creation and facilitated instruction 8- week course for 15 students. Topics include leave of absent administration, arbitration, and employee disputes, and conducting workplace investigations. Synchronous online learning instruction for two (2) sections.

Organizational Behavior ~ designed course, selected textbook and materials, LMS course creation and facilitated instruction 8- week course for 15 students. Topics include work teams and groups, managing change, and conflict and negotiation. In-class instruction and synchronous classroom instruction for three (3) sections.

Local Agency Leadership Certification Program ~ designed course, selected textbook and materials, and facilitated two-day supervisory course for city agency supervisors and managers. Topics include role of the supervisor, successful coaching, motivating employees and leading the team. In-class instruction and synchronous classroom instruction for seven (7) student cohorts.

Global Education Institute ~ designed 2-hour on-line seminar, focusing on core human resource responsibilities in western industry businesses. Taught up to 58 international students from Hohai University and Ningxia Polytechnic University. Students in the program attend to gain knowledge of western business practices in leadership, innovation and entrepreneurship. Synchronous online learning instruction for five (5) sections.

University Extension, University of California Riverside

March 2019 – Present

Project Leadership, Communication, and Team Building ~ designed course, selected textbook and materials, LMS course creation and facilitated instruction for 8- week course for 15 students. Topics include leadership and management, communicating for workplace success and accountability, and team building to build community. Face to face and online instruction for five (5) student cohorts.

Human Resource Management ~ designed course, selected textbook, and materials, LMS course creation and facilitated instruction for 8- week course for 15 students. Topics include managing a diverse workforce, training employees, and managing labor relations. In-class instruction and asynchronous classroom learning instruction for two (2) sections.

Compensation Administration ~ designed course, selected textbook and materials, LMS course creation and facilitated instruction for 8- week course for 15 students. Topics include compensation analytics, internal and external pay constraints, and compensation in non-profits, the public sector and small business. Synchronous online learning instruction for one (1) section. Asynchronous session – Summer 2022.

Related University Teaching Experience (Continued)

SDSU Global Campus, San Diego State University

September 2019 to Present

Performance Management ~ designed course, selected textbook and materials, LMS course development and creation, guided instruction for 12 - week course for 15 students. Topics include pay for performance, providing employees feedback for positive results, and measuring and modeling performance. Asynchronous online learning instruction for two (2) sections.

Diversity and Inclusion ~ designed course, selected textbook and materials, LMS course development and creation, guided instruction for 12 - week course for 18 students. Topics include creating awareness and appreciation of gender, culture, race, ethnicity, and other dimensions of diversity, identifying best practices for managing diversity in the workplace, and examining the role individuals play in increasing and promoting inclusivity and belongingness. Synchronous online learning instruction for two (2) sections. Synchronous hybrid session – Fall 2022

Organizational Behavior ~ designed course, selected textbook and materials, and facilitated 12-week session for 20 students. Topics include Individual differences, values, and perceptions, motivating behavior, decision-making and problem solving, and organizational structure and design. Synchronous online learning instruction for one (1) section.

Professional Development

Preparing Future Faculty, *Certificate in College Teaching*, Claremont Graduate University
Date of completion, August 2020

Pedagogical Development workshops completed: How to Design Assignments, Helping Students Prepare for Class, The Myth of Learning Styles, Teaching with a Learning Management System, Designing Effective Surveys

Online Facilitation Essentials, DePaul University

American Council on Education (ACUE) – Micro-credential in Promoting Active Learning Online, Micro-credential in Creating an Inclusive and Supportive Learning Environment

Quality Matters Certifications: Designing Your Online Course, Improving Your Online Course, Advanced QLT Course in Teaching Online

Attend(ed) in 2022: Western Decision Sciences Institute (April), Management & Organizational Behavior Teaching Society (June), Academy of Management (August)

Industry Experience

Bishop Consulting

November 2017 - Present

HR Consulting and Training Firm, helping small businesses to engage their people resources

Owner and Founder – November 2017 to Present

Provide HR consulting and training services to small to medium size businesses throughout the Inland Empire, Orange County and Los Angeles. Member of multiple business chamber of commerce's and actively advocate to improve the local environment focusing on community and minority-owned businesses.

Insperty

December 2010 – November 2017

Professional Employment Organization (PEO), well-respected industry leader in HR and Payroll

Payroll Manager, West Field Service Operations - February 2013 to November 2017

Senior Human Resource Specialist - December 2010 to February 2013

Highly visible positions, providing a wide variety of strategic human resource consultation and payroll leadership to client and internal payroll teams throughout the west coast. Active partner to General Manager, Director, Manager and Supervisor teams, assessing client business needs and implementing short- and long-term organizational objectives.

- Received Employee of the Month Award within seven months of hire, with nominations from internal partners including Business Sales Advisor and Account Executive
- Mentored and developed two subordinates promoted into senior-level management
- Led successful CA paid sick leave implementation, impacting all national locations and over 25,000 employees in CA, responsible for shaping client communication and assisting with deployment of client-facing technology

RBF Consulting

October 2007 – June 2010

Engineering Consulting firm specializing in planning, design and commercial construction

Human Resource Manager, Ontario, CA

HR business partner to four Senior Vice Presidents. Provided key leadership in human resources, talent management and organizational development for employees in three regional offices: Ontario, Palm Desert and Temecula.

- Active contributor within Corporate Professional Development Committee. Led the redesign of performance management training and creation of employee career development workshops, facilitated company-wide
- Promoted to Senior Associate level within one year of hire based on leadership ability and proven organizational success

Industry Experience (Continued)

ARAMARK Corporation

July 1997 – October 2007

Leading Managed Services Company, providing Food, Facilities and Uniform Services

Regional Human Resource Director, Irvine CA and Los Angeles CA - April 2001 to October 2007
Directed the regional HR function in two lines of business over the course of six years. Lead HR support for 12 states, 25 accounts, 200 exempt managers and 1000 full-time, part-time, and seasonal employees. Served as HR subject matter expert, successfully driving business results about recruitment, training, and positive employee relations.

- Re-established in-house recruiting function; implemented a capacity/skills assessment
- Created/Maintained ready-now candidate pool, producing a 20% reduction in days to fill

Human Resources Manager, Burbank CA and Claremont CA - September 1998 to March 2001
Human Resource Representative, Philadelphia PA - July 1997 to August 1998

Human Resource Manager roles for two lines of business over four years, each with increasing responsibility. Managed day-to-day human resources functions, including HRIS, employee communications, benefits and compensation tracking, safety awareness, and employee relations.

- Improved exit interview process, partnering with the Gallup Organization
- Managed staffing process for over 40 managers in three start-up locations
- Selected by HR Vice President to represent department on diversity task force

Community Engagement and Leadership Positions

- Board Chair and additional positions, Inland Valley Hope Partners - 2009 to 2021
- Board Chair and additional positions, PIHRA (Professionals in Human Resource Association) – January 2010 to 2021
- Cornell Alumni Admissions Ambassador, Member 2010 - Present

Professional Certifications

- Senior Certified Professional, SHRM - SCP May 2015 - Present
- Senior Professional in Human Resources, SPHR – CA June 2008 - Present
- Professional in Human Resources, California Designation June 2011 - Present