

Christi Sanders, DBA, SPHR, SHRM-SCP

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Curriculum Vitae

EDUCATION

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| D.B.A. | Walden University, Minneapolis MN
Doctor of Business Administration- Leadership
<i>Advisor: Dr. Michael Millstone, Ph.D.</i>
Dissertation: <i>A Phenomenological Exploration of the Value of Succession
Planning by Municipal Government Leaders in Texas</i> | December 2011 |
| M.S. | Tarleton State University, Stephenville, TX
Master of Science- Human Resource Management
<i>-18 Additional Graduate Hours Management and Leadership</i> | May 2009 |
| B.S. | Tarleton State University, Stephenville, TX
Bachelor of Science- Communication | August 2000 |

PRESENT EMPLOYMENT

Chair, Business Department Graduate and Undergraduate Programs

- Southwestern Assemblies of God University

Adjunct Business Faculty (as needed)

- Belhaven University

Adjunct Business Faculty and SME/Course Designer (as needed)

- Southwestern Oklahoma State University

Adjunct Business Faculty and SME/Course Designer (as needed)

- National American University

Adjunct Business Faculty (as needed)

- Indiana Wesleyan University

TEACHING OVERVIEW

I am a dynamic and educated professional with teaching experience in a wide variety of Business, Human Resources, Management, and Communication courses. Additionally, I possess 15 years of practical work experience in Human Resources, personnel management and supervision, operations management, project management, writing, and employee training and development. I have drawn heavily on this professional experience in my classroom, and students appreciate the real-world examples and stories I am able to provide them with that reinforce learning outcomes. I believe that all students are capable of learning, and it is my job to help them develop the unique individual skills that will enable them to reach their full potential. To that end, I foster an environment of open communication between myself and my students which allows them to exchange ideas and grow through active engagement. I feel that my philosophy of education is centered on providing tangible skills while intermingling theory and practice, so that students learn to apply the theories upon which education is built in a real-world work environment. I consider education to be a life-long process by which we continually seek to attain higher levels of knowledge and understanding in order to positively impact our world.

TEACHING EXPERIENCE

Southwestern Assemblies of God University, Associate Professor **January 2013- Current**

Non-Teaching Responsibilities:

- Department Chair for graduate and undergraduate programs
- Supervise 7 Program Managers and the various programs
- Administer budget for Business Department
- Strategic planning and development of all Business programs
- Represent the Business Department at University and Community Events
- Counseling and advising students
- Personnel Management Activities: Recruitment, Interviews, Hiring, Training, Evaluation, Development, and Termination
- IACBE Accreditation Director, Author of Outcomes Assessment Plan and Self-Study document
- Program Manager of Human Resource Management degree program
- Program Manager of Management degree program
- Internship Supervisor for all Business majors
- Turnaround Taskforce Team Member
- Faculty Evaluation Taskforce Team Member

Courses Taught and Developed:

- BUS 1343- Microeconomics
- BUS 2253 Business Law
- BUS/MGT 2133 Technology Application Certification
- MGT 2313- Principles of Management
- MGT 2383- Management Communications
- MGT 4113- Organizational Behavior
- BUS 4113- Business Ethics
- BUS 4473- Strategy & Policy
- HRM 3113- Human Resource Management
- HRM 3123 Conflict Resolution
- HRM 4113 Compensation Management
- HRM 4123 Employment Law
- HRM 4133 Human Resource Development
- BUS 5223 Organizational Behavior
- BUS 5173 Organizational Strategy

National American University, Adjunct Faculty/SME

December 2014-Current

- Revision of all HR courses in the MBA and Master of Management programs
- Designed the forthcoming Master of Science in HR Management program

Courses Taught and Developed:

- MT6350 Strategic Human Resource Management
- MT6320 Employee Evaluation and Compensation
- MT6310 Training and Development in Human Resources
- MT6350 Managing Human Resources

Indiana Wesleyan University, Adjunct Faculty

December 2010- Current

Courses Taught:

- MGT 302-Management & Leadership
- MGT 432- Organizational Behavior
- MGT 435- Human Resource Management
- MGT 490-Human Resource Development
- MGT 535-Human Resource Management
- HRMT 538 Total Rewards Management
- HRMT 541 Strategic Risk Assessment
- HRMT 542 Organizational Renewal and Development
- HRM6010 Human Resources Management Research Project
- HRM7000 Human Resources Management

Belhaven University, Adjunct Faculty

June 2016- Current

Courses Taught:

- MBA613 Business Principles II
- MSL661 HR Employee Relations
- MSL662 Human Resource Compensation
- MSL663 Issues & Innovations in HR

Northcentral University, Adjunct Faculty

December 2013- March 2016

Courses Taught:

- HRM7004 Supervising in the 21st Century
- MBA5110 Managing People and Teams

Mount Washington College, SME/Course Developer

March 2014- June 2015

I developed courses for Mount Washington College on an as-needed basis. To date, I have developed 3 courses:

- BADM365- Business Statistics
- BADM380- Business Ethics
- HRMT3XX- Talent Management

Daymar College, Adjunct Faculty

September 2010- March 2011

- Converted courses from 11-week to 8-week format
- Converted courses from 8-week to 4-week format
- Completed total course re-developments
- Subject Matter Expert for English

Courses Taught:

- English 101- General English
- English 211- Composition I
- English 212- Composition II
- HRM 101- HR Policy and Procedure Writing
- Com 310- Interpersonal Communications

Central Texas College, Subject Matter Expert

May 2011- December 2012

Authored a Business English textbook based on Texas Educational Knowledge Standards (TEKS) for use in non-traditional high school education systems.

WORK EXPERIENCE

Human Resource Director, City of Granbury, Texas

October 2011 – June 2013

Responsibilities/Achievements:

- Assessment and evaluation of employee performance
- Developed the first computer-based employee evaluation program
- Revised and updated all employee job descriptions
- Facilitated the transition of time-keeping and payroll to a computerized system
- Developed various employee training and development programs
- Supervised the personnel activities of 150 employees including recruitment, processing and orientation, discipline, record-keeping, promotions and transfers, salaries, payroll, training, safety, employee benefit programs, retirement, Family Medical Leave, Worker's Compensation, termination and unemployment claims.
- Ensured that the City was in compliance with federal, state, and local regulations
- Negotiated employee health insurance contracts at a savings of over \$80,000
- Dispute mediation
- Served as liaison to public officials and administrators to provide solutions to complex organizational problems
- Conducted salary surveys
- Managed a personnel budget of \$30 million dollars annually
- My expertise in the field of HR garnered state-wide recognition, upon the publication of my article concerning succession planning in municipal governments in the State of Texas.

Human Resource Manager, City of Stephenville, TX

January 2008 – October 2011

Responsibilities/Achievements:

- Sole HR Employee serving 140 employees in 7 departments
- Managed a personnel budget of \$10 million dollars annually
- Managed the personnel activities of 150 employees including recruitment, processing and orientation, discipline, record-keeping, promotions and transfers, salaries, payroll, training, safety, employee benefit programs, retirement, Family Medical Leave, Worker's Compensation, termination and unemployment claims.
- Administered all of the City property and liability insurance
- Provided support for City Administrator, Department directors, and supervisors in applying City personnel policies
- Provided counsel concerning employment law and proper procedures when handling conflicts
- Organized and facilitated a 3-day open enrollment period for insurance benefits
- Created an employee evaluation system for the Police Department
- Developed various testing instruments for the Police Department
- Authored and facilitated a number of training programs for City employees

Account Manager, North Central Texas Workforce

Feb 2005 – Jan 2008

Responsibilities/Achievements:

- Served a 3-county region as the arm of the Texas Workforce reaching out to the employer
- Developed relationships with employers to learn about their business needs in order to recommend Workforce programs
- Filled open positions for employers
- Provided training to employers concerning employment law
- Public speaker at a variety of local events
- Invited to represent our Workforce Development Board at a State hearing in October 2007 to share my methods and procedures for success and assisting to develop a model for future Account Managers to emulate

UNIVERSITY SERVICE

- IACBE Region 6 Vice President (Fall 2017- Current)
- Accreditations Team Committee (Fall 2016-Current)
- Faculty Sponsor, Gospel Fusion (Fall 2016-Current)
- Graduate School Admissions Committee (Fall 2015- Current)
- Distance Education Portfolio Evaluation Committee (Fall 2015- Current)
- Leading Edge Committee (Fall 2014-2016)
- Faculty Sponsor, Phi Beta Lambda (Fall 2015- Spring 2017)
- Faculty Sponsor, Gold Jackets (Fall 2014- Spring 2015)

EDUCATIONAL TRAINING

- SACSCOC Summer Institute July 2017
- Crucial Conversations Master Trainer Certification May 2017
- IACBE National Conference April 2016
- Conducting a Site Visit Training, IACBE April 2016
- Designing Effective Tests, *Faculty Development Training, SAGU* January 2016
- Effective Grading, *Faculty Development Training, SAGU* January 2016
- Active Learning Strategies, *Faculty Development Training, SAGU* January 2016
- Building Dialogue into Online Learning, *Faculty Development Training, SAGU* January 2016
- Safety Training, *Faculty Development Training, SAGU* March 2016
- EdCamp, *SAGU* March 2016
- Campus Carry Training August 2016
- Designing an Effective SLO, *Faculty Development Training, SAGU* August 2016
- Developing Effective PowerPoint Presentations, *Faculty Development Training, SAGU* August 2016
- Collaborative Learning Strategies, *Faculty Development Training, SAGU* August 2016
- Growing in University Systems, *Faculty Development Training, SAGU* August 2016
- QEP- The Magic of Critical Thinking/Culture Wars, *Faculty Development Training, SAGU* August 2016
- IACBE Regional Conference October 2015

- HR Metrics to HR Analytics, *HR Southwest Conference* October 2015
- When Jane Becomes John: Emerging LGBT Issues in the Workplace, *HR Southwest Conference* October 2015
- Human Resource Leadership: Competency vs. Consciousness, *HR Southwest Conference* October 2015
- Can You Navigate the Waters of Change? Six Strategies for Creating Change, *HR Southwest Conference* October 2015
- Leadership is Intentional Influence, *HR Southwest Conference* October 2015
- IACBE National Conference April 2015
- Preparing an Effective Self-Study Training, *IACBE* April 2015
- Leadership Ethics: How to Ensure a Future of Employee Integrity, *HR Southwest Conference* October 2014
- Build Your HR Leadership as a Credible Activist, *HR Southwest Conference* October 2014
- Applying Ethical Intelligence in HR, *HR Southwest Conference* October 2014
- The Five Behaviors of a Cohesive Team, *HR Southwest Conference* October 2014
- Keys to Leading Change Initiatives that Last, *HR Southwest Conference* October 2014
- Too Busy Working IN the Business to Work ON it? *HR Southwest Conference* October 2014
- Succession Management- Better, Faster, Stronger, *HR Southwest Conference* October 2014
- Meet me in the CFO's Office, *HR Southwest Conference* October 2014
- The Link between Global Mobility & Talent Development, *HR Southwest Conference* October 2014
- Healthcare Forum, *HR Southwest Conference* October 2014
- Advanced FLSA Issues, *HR Southwest Conference* March 2012
- Aligning Business Strategy, *HR Southwest Conference* October 2011
- Sculpting the Future of HR, *HR Southwest Conference* October 2011
- Develop a Wellness Dashboard, *HR Southwest Conference* October 2011
- Strengthen Your Strategic Credibility, *HR Southwest Conference* October 2011
- The Sudoku of HR, *HR Southwest Conference* October 2011
- Scorekeeping, *HR Southwest Conference* October 2011
- How to Succeed as a Cultural Steward, *HR Southwest Conference* October 2011
- Strategic Talent Optimization, *HR Southwest Conference* October 2011
- Identifying At-Risk Online Students August 2011
- Best Practice in Teaching Online August 2011
- Building Online Learning Communities July 2011
- Aligning Business Strategy, *HR Southwest Conference* October 2011
- Sculpting the Future of HR, *HR Southwest Conference* October 2011

PUBLICATIONS

Sanders, C. (2016). 9 Steps to build trust as a leader. SAGU Thoughthub post. June 16, 2016.
<https://www.sagu.edu/thoughthub/9-steps-to-build-trust-as-a-leader>

Sanders, C. (2016). 6 Tips for building great teams. SAGU Thoughthub post. February 17, 2015. <https://www.sagu.edu/thoughthub/6-rules-for-building-great-teams>

Sanders, C. (2015). Ethics, employment law, and faith-based universities: *When law and faith collide*. Available from http://www.amazon.com/Ethics-Employment-Law-Faith-Based-Universities-ebook/dp/B016EHG3KS/ref=sr_1_1?ie=UTF8&qid=1444608523&sr=8-1&keywords=Dr.+Christi+Sanders.

Sanders, C. (2015). 5 Reasons you should not accept a job offer. SAGU Thoughthub post. May 5, 2015. <http://www.sagu.edu/thoughthub/5-reasons-you-should-not-accept-a-job-offer>

Sanders, C. (2015). 7 Illegal questions to be aware of during a job interview. SAGU Thoughthub post. June 9, 2015. <http://www.sagu.edu/thoughthub/top-7-illegal-questions-to-be-aware-of-during-a-job-interview>

Sanders, C. (2015). 8 Reasons ministry students should minor in business. SAGU Thoughthub post. August 18, 2015. <http://www.sagu.edu/thoughthub/8-reasons-ministry-students-should-minor-in-business>

Sanders, C. (2011). The Learning Curve: Finding ways to connect with students in online learning environments. *Daymar Academics Annual Faculty Publication*, 1(1), 5-6.

Sanders, C. (2011). *A Phenomenological Exploration of the Value of Succession Planning by Municipal Government Leaders in Texas* (Doctoral dissertation). Available from ProQuest Dissertations and Theses database. (UMI No. 3489744)

Sanders, C. (2012). Leaving a legacy: Succession Planning in Texas City Governments. *Texas Town & City*, XCIX(2), 10-13.

Sanders, C., & Millstone, M. (2012). *Succession planning in municipal governments: Adapting to change through knowledge transfer*. In C. A. Lentz (ed.), *The Refractive Thinker, Volume VII*. Las Vegas, NV: The Refractive Thinker Press.

PUBLIC SPEAKING ENGAGEMENTS/TRAINING ENGAGEMENTS

- ❖ “*Ethics, Employment Law, and Faith-Based Universities: When law and faith collide*” - Presenter at IACBE Regional Conference 2017
- ❖ “*No Man is an Island: Leveraging Resources to Get the Job Done!*” – Guest speaker at Red Oak Chamber of Commerce Lunch 2017
- ❖ “*Guarding Your Heart*” - SAGU Chapel Speaker 2016
- ❖ “*No Man is an Island*” - SAGU Leadership Retreat 2016
- ❖ “*HR Basic Training*” - SAGU Administration and Management Training Seminar 2015
- ❖ “*Conflict Resolution*” - SAGU Staff In-service training 2015
- ❖ “*Effective Interpersonal Communication*” - Student Congress Training Session 2015
- ❖ “*Communication, Confrontation, & Conflict Resolution*”- Student Congress Training Session 2014
- ❖ “*What NOT to say in an Interview*” - Guest speaker at SAGU Career Services Event 2013
- ❖ “*Employee Evaluations*” - Training program for the City of Granbury Supervisors 2012

- ❖ *“Preventing Sexual Harassment”* - Training program for the City of Granbury Employees 2012
- ❖ *“What NOT to say in an Interview”* - Guest speaker at Tarleton State University Career Services Super Saturday 2011
- ❖ *“Preventing Sexual Harassment”* - Training program for the City of Stephenville Employees 2010
- ❖ *“What NOT to say during an interview: A Guide for Managers”* - Guest speaker for Lake Granbury Area Chamber of Commerce 2008
- ❖ *“Where does it hurt? How the Texas Workforce can help your Business Succeed”* - Guest Speaker at Stephenville Chamber of Commerce Association 2006
- ❖ *“Interview Skills for College Grads: What Employers REALLY Want to Hear”* - Guest speaker at Tarleton State University Career Services Super Saturday 2005

LEARNING MANAGEMENT SYSTEM (LMS) EXPERIENCE

Web-CT	Tarleton State University
D2L	Daymar College, National American University
Blackboard	Tarleton State University, Walden University, Indiana Wesleyan University, Southwestern Assemblies of God University
Canvas	Belhaven University, University of Texas Online High School
Brightspace	Indiana Wesleyan University

LICENSES AND CERTIFICATIONS

Crucial Conversations Certified Master Trainer, May 2017

Senior Professional Human Resource Management (SPHR), May 2010

Society for Human Resource Management- Senior Certified Professional (SHRM-SCP), January 2015

MEMBERSHIPS

Member Society for Human Resource Management

Member Phi Beta Lambda

PERSONAL AND WORK REFERENCES

Name	Title	Employer	Phone Number	Email Address	Relationship
Dr. Michael Millstone, Ph.D	Associate Professor, Graduate Studies Forbes School of Business	Ashford University	702-539-6645	dr.millstone@gmail.com	Colleague/ Former Dissertation Chair
Dr. Kimberly Bernecker	Vice President for Institutional Effectiveness	Southwestern Assemblies of God University	903-229-3391	ckerkbernecker@sagu.edu	Colleague
Dr. Sharon Price, CPA	Office Director	AFairchild, PC	972-978-8934	Sharon@afairchild.com	Colleague
Dr. Larry Goodrich	Former Dean, Retired	Southwestern Assemblies of God University	817-269-0761	lagdrch@sbcglobal.net	Former Direct Supervisor
Pat Bridges	Assistant Chief of Police	University of Texas at Arlington	254-485-1356	Patrick.Bridges@uta.edu	Former Colleague
Mr. Barry Gordon	Former Department Chair, Retired	Southwestern Assemblies of God University	214-738-3231	B2comm@yahoo.com	Former Direct Supervisor
Shanna Smith	Chief of Staff	Visit San Antonio	210-485-9613	Shanna.a.smith@gmail.com	Former Colleague