

SHARON L. ABRAHAM, MBA, SPHR

SENIOR COMPLIANCE DIRECTOR

Over 15 years of management experience providing oversight, coordination and strategic direction in the development and compliance of EEO/AA policies and initiatives.

PROFESSIONAL SUMMARY

Process-driven and flexible leader with a proven track record of directing, coordinating and administering successful EEO compliance, diversity, affirmative action programs, and Title IX initiatives. Extensive background in the development and implementation of broad-based policies for faculty and staff. Ability to manage teams to peak performance, build relationships with constituents, and meet organizational goals and objectives on target and within budget.

Additional expertise includes:

- Policy Development & Implementation
- Training
- Title IX
- Education and Outreach
- Diversity & Inclusion
- Conflict Management and Resolution
- High-Profile Presentations/Communications
- Team Collaboration/Leadership Skills
- Change Management/Process Improvement
- Staff Development & Coaching

QUALIFICATIONS

CONFLICT MANAGEMENT AND RESOLUTION

- Investigated all EEO/Title IX claims from initiation through resolution.
- Managed the resolution process for complaints, grievances and discrimination claims.
- Directed interventions and coaching of supervisors and other leaders helping to build better team effectiveness.
- Provided advice and counsel to managers and senior level administrators on issues related to compliance, human resources, affirmative action, and diversity.

MANAGEMENT AND SUPERVISION

- Managed teams of up to ten direct reports leading them to peak performance by providing clear direction, supervision and coaching.
- Increased productivity and engagement of teams through effective performance management.
- Created processes and procedures for staff development, enhancing engagement and fully leveraging staff potential.
- Maintained an open-door policy to increase accessibility and team cohesion resulting in improved communication.

EEO/AA/TITLE IX ADMINISTRATION AND ENFORCEMENT

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- Achieved OFCCP Letter of compliance for on-site compliance audits due to successful compliance, education and monitoring initiatives.
 - Chaired the ADA Transition Team, increasing awareness and compliance.
 - Investigated complaints and provided training and oversight of policies and regulatory compliance.
 - Team member of group responsible for Title IX proactive audit response
 - Monitored pending state and federal legislation and policy development related to equal opportunity laws and develop and implement compliant programs
 - Served as university wide Title IX coordinator

EDUCATION, TRAINING & OUTREACH

- Trained HR and Diversity staff on complaint investigation techniques and best practices.
- Developed and conducted sexual harassment and diversity training sessions for employees at all levels.
- Conduct training for campus community on EEO, Affirmative Action, and search committees
- Developed and implemented a comprehensive diversity and compliance training curriculum for all level employees, increasing awareness and sensitivity.
- Facilitated “Crucial Confrontations” training for supervisory staff.
- Established partnerships with diverse community organizations, increasing diversity sources and diversity applicant feeder pools.

POLICY DEVELOPMENT AND STRATEGY IMPLEMENTATION

- Created procedural manual/handbook for handling diversity/harassment complaints.
- Wrote policy and procedures for Title IX and EEO investigations
- Initiated diversity recruitment strategies increasing female and minority representation by 5%
- Consulted with senior leaders on strategies to improve diversity outcomes and established diversity action plans.

TEAM COLLABORATION AND LEADERSHIP

- Chaired the University Diversity Council through leadership and strategic direction, resulting in increased engagement of internal diverse communities.
- Manage Human Resources during absence of Vice President of Human Resources
- Spearheaded the diversity business partner initiative through collaborating with leaders to drive EEO compliance throughout organizational departments.
- Collaborated with Training and Organizational Development department on organization-wide initiatives including cultural diversity, compliance, HR legal, and regulatory compliance programs.
- Partnered with employee resource groups (ERG) and special interest groups to recruit and help create an inclusive environment where all feel valued and respected.

COMMUNICATION AND CUSTOMER SERVICE

- Delivered annual updates on affirmative action plans, progress and audit outcomes to various stakeholders and Board of Regents.
- Developed and implemented a customer feedback survey for human resources department.
- Communicated policy updates and compliance requirements to management and line-level employees using a variety of mediums, increasing awareness and understanding.

PROFESSIONAL EXPERIENCE

EASTERN MICHIGAN UNIVERSITY, YPSILANTI, MI

Serving 23,000 students and a staff of 2,000 employees, Eastern Michigan University is one of Michigan's 15 public institutions. It has an annual operating budget of over \$300M

DIRECTOR, OFFICE OF DIVERSITY & AFFIRMATIVE ACTION 2006-PRESENT
INTERIM TITLE IX COORDINATOR 6/2014-6/2015

Directs, coordinates and administers programs and activities designed to foster a diverse faculty, staff, and student body. Manages and facilitates the Affirmative Action and Equal Opportunity programs and monitors the compliance with all Equal Employment Opportunity regulations and state and federal employment laws. Conducts and oversees investigations involving discrimination, sexual harassment, sexual assault, and other discriminatory and harassment complaints. Conduct trainings. Support academic faculty with training for search committees, pay equity, workplace conflict, and orientation for new faculty. Deputy Title IX Coordinator.

ABRAHAM & ASSOCIATES, LATHRUP VILLAGE, MI

Michigan-based human resources consulting firm providing consulting and supportive services in employee relations, EEO/AA compliance and training, and developmental programs.

PRESIDENT 2004- 2006

Provided consulting services for employee relations issues and conducted investigations involving discrimination, harassment and EEO complaints as well as EEO/AA trainings and interventions.

OAKLAND UNIVERSITY, ROCHESTER, MI 1996- 2004

Oakland University serves 19,000 students and 1,500 staff members. It is one of Michigan's 15 public universities

DIR. PUBLIC SCHOOL ACADEMICS & URBAN PARTNERSHIPS 2002 - 2004

Provided vision, leadership, and implemented strategies to ensure compliance and achievement for more than 7,000 K-12 students in eight public school academies.

DIRECTOR, OFFICE OF DIVERSITY & COMPLIANCE 1996 – 2002

Led diversity and EEO/AA compliance initiatives and programs while advising and counseling managers and administrators on issues related to human resources, EEO/AA, and diversity.

EDUCATION

Masters of Business Administration, Marketing

University of Michigan, Ross School of Business, Ann Arbor, MI

Bachelor of Arts, Organizational Behavior & Industrial Relations

University of Michigan, Ann Arbor, Michigan

PROFESSIONAL CERTIFICATIONS & TRAINING

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- **Senior Professional in Human Resources (SPHR), HRCI**
 - **Title IX Compliance Institute, Peter Lake**
 - **Empower Your Campus: Raising Awareness of Title IX**, Dept. Of Education, Office of Civil Rights
 - **HR Leadership Summit-For HR Execs, by HR Execs**, Ross School of Business, University of MI
 - **Crucial Confrontations, Influencer**, Vital Smarts
 - **Complaint Processing, Counseling and Resolution**, American Association for Affirmative Action
 - **Certified Diversity Trainer**, Roosevelt Thomas Consulting & Training
 - **Leadership Competency**, Lominger Architect
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AWARDS & RECOGNITION

- **LGBT Resource Center Role Model & Mentor Award**, Eastern Michigan University
 - **Diversity Champion Honoree** Birmingham, Bloomfield Task Force on Race Relations
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PROFESSIONAL & COMMUNITY AFFILIATIONS

- Michigan Industrial Liaison Group (MILG)
 - Society of Human Resources (SHRM)
 - Leadership Oakland, Alumna, past Board Member
 - Leadership Detroit-Alumna
 - Michigan Diversity Council Member
 - Co-Chair, Annual Martin Luther King Celebration for Race Relations Task Force
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PUBLICATIONS

M. McMorris, (2003). *Hostile Corridors: Advocates and Obstacles to Educating Multicultural America,*"
M. McMorris, Editor: Thompson Publishing.