

# RYAN REYNOLDS

---

## SUMMARY OF QUALIFICATIONS

- Attaining Ph.D. in higher education leadership and governance. Completed coursework; researching and writing toward dissertation.
- Academic study and practical experience in higher education administration, policy development and initiatives, and conflict management.
- Ability to develop strategic relationships with relevant governmental agencies and serve as College representative.
- Strong project management skills, balancing multiple tasks simultaneously and delivering results on deadline.
- Experience liaising between external agencies, higher education leadership, faculty, staff, and students.
- Extensive experience presenting on technical and nontechnical issues to senior leadership and stakeholders.
- Ability to oversee and ensure compliance with internal policies and external regulatory requirements.
- Dynamic leadership of cross-functional teams and cross-organizational partnerships.
- Strategic and creative thought process with ability to learn quickly.
- Excellent written and verbal communication skills. Strong personal drive and enthusiasm.

## PROFESSIONAL EXPERIENCE

### ***THE COLLEGE AT BROCKPORT, STATE UNIVERSITY OF NEW YORK, BROCKPORT, NY***

#### **Assistant Director of Human Resources/Affirmative Action Officer, July 2015 – June 2018**

Senior member of the Office of Human Resources with dual reporting to the President of the College and the Assistant Vice President for Human Resources. Oversaw and conducted all discrimination and harassment complaint investigations and dispositions for the College and acted as the College's primary investigating officer and point person for matters involving external agencies, including OCR, EEOC, and NYS Division of Human Rights. Facilitated the resolution of significant employee relations and student conduct issues, such as concerns involving faculty advancement, incivility and interpersonal conflicts, and allegations of illicit activity including drug and alcohol abuse, hate speech, and physical assault. Served as the College's ADA (Americans with Disabilities Act) Officer, providing compliance oversight for the College and consultative services for various employing units. Responsible for the College's Fair Labor Standards Act compliance, including the College's classification and compensation of new and existing employees, as well as equity adjustments. Responsible for the College's Affirmative Action Program, including the annual completion of the Affirmative Action Plan and compliance under federal and New York State antidiscrimination laws, regulations, and requirements. Oversaw all faculty and professional staff recruitment and hiring for the College. □ Completely recrafted and rewrote the College's antidiscrimination policy.

- Created training modules and regularly provided various training to College leadership, faculty, professional staff, and students. Updated and maintained numerous of policies and regulations.
- Created a comprehensive statistical model in SPSS and developed the College's first Faculty Salary Plan.
- Oversaw the development of the College's first Affirmative Action Plan in 10 years.
- Initiated the development and implementation of a \$125,000+ recruitment, applicant tracking, and talent management software system.
- Consolidated and managed dozens of individual recruitment and advertising budgets into a single campus-wide budget.
- Served on a number of College-wide committees and boards, including: the President's Committee on Diversity and Inclusion, as well as its Recruitment and Retention subcommittee; the Committee for Disability and Access; the Bias Incident Response Team; the Title IX Steering Committee; the Office for Students with Disabilities Advisory Board; and the Personnel Safety Committee.
- Developed strategic partnerships with key stakeholders in various offices and departments – including, but not limited to, President's Cabinet, Academic Affairs, University Counsel, Enrollment and Student Management, Residential Life, University Police, Procurement, Advancement, and Facilities – in order to fulfill cross-organizational initiatives.

### ***HARRIS BEACH PLLC, ROCHESTER, NY***

#### **Manager of Proposals, November 2012 – December 2014**

Implemented the global proposal process and leveraged resources to produce effective responses to clients that included educational institutions; local, national and international corporations; and government entities. Managed development of business acquisition through substantial independent research and professional writing, and frequently collaborated with financial and operations managers and firm attorneys. Identified new marketing opportunities and designed marketing plans and proposals to pursue those new opportunities. Oversaw the proposal process from start to finish ensuring that the proposals were prepared for submission and all contractual requirements were investigated and met. Was the primary initial contact for over 100 different educational institutions, corporations, municipalities and

agencies – ranging from local, privately-held companies to Fortune 25 institutions – growing the firm’s brand name and capturing millions of dollars in revenue.

- Developed ROI measurement process to determine best practices and focus efforts on efficiency and tangible economic successes.
- Project manager on uniformity project to rewrite and restructure the firm’s entire marketing initiative.
- Established new protocols and created entirely new system for ensuring message consistency and adherence to strategic business objectives.
- Advocated for, and worked to develop, the firm’s social media presence, including assisting in the internal training on best practices.

### ***UNIVERSITY OF ROCHESTER, ROCHESTER, NY Naval Reserve Officers Training Corps***

#### **Assistant Professor of Naval Science and Aviation Liaison Officer, March 2005 – February 2008**

Advised and mentored approximately 150 student officer candidates (“Midshipmen”). Oversaw development of Midshipmen pursuing selection into Naval Aviation with an unprecedented 100% success rate. Served on numerous academic, professional review, and awards boards.

- Created and implemented new study programs simulating the rigorous curriculum requirements of Naval Aviation training.
- Facilitated flight training for Midshipmen with instructors outside of the university to advance them in their chosen career track.
- Identified and designated outstanding Midshipmen for leadership positions within the NROTC program.
- Selected highly qualified candidates for professional awards and scholarships.
- Designed over-arching remediation plans providing academic, personal, and professional guidance to students exhibiting deficiencies in meeting program requirements.
- Coordinated disparate university resources to ensure Midshipmen received maximum benefits from available academic support services.

### ***HELICOPTER COMBAT SUPPORT SQUADRON EIGHT (HC-8), NORFOLK, VA***

#### **Aviator, January 2002 – February 2005**

#### **Squadron Safety Officer, November 2004 – February 2005**

#### **Assistant Operations Officer, November 2003 – November 2004**

#### **Detachment Division Office, September 2002 – October 2003**

#### **Maintenance Division Officer, January 2002 – February 2003**

Consistently progressed in rank and position as an H-46 pilot in an operational combat helicopter squadron. Over the course of 3 years achieved every qualification attainable to include: Helicopter Second Pilot, Helicopter Aircraft Commander, Drone Recovery Pilot, Aerial Gunnery Pilot, Night Vision Device Pilot, Search and Rescue Pilot, Functional Check Pilot, and Naval Special Warfare Pilot.

- One of only two pilots within the squadron to be designated Helicopter Aircraft Commander while deployed overseas.
- Personally selected by Commanding Officer to become the Squadron Safety Officer following a series of egregious safety related violations within the squadron; charged with investigating violations and restructuring safety protocols.
- In the position of Assistant Operations Officer, oversaw the training, scheduling and allocation of personnel and the execution of all operational tasking for 14 MH-60S/H-46D helicopters and 125 pilots and aircrewmembers.
- Served as Detachment Division Officer in preparation for, and during, an 8-month overseas deployment on the USS Iwo Jima (LHD 7) in areas of combat in the Middle East and West Africa. Was responsible for the scheduling and tasking of every event ranging from daily routines to long-term, strategic mission planning, as well as the morale and welfare, training, and advancement of all detachment personnel, and the investigation and adjudication of allegations against enlisted sailors.
- As Maintenance Division Officer, supervised a workcenter of 25 personnel performing maintenance on 12 H-46D helicopters.

## **EDUCATION**

### **Graduate Student, Ph.D., in Educational Administration specializing in Higher Education, January 2015 – present (Part-time in Ed.D. program until transitioning to full-time Ph.D. program in September 2019)**

Warner School of Education, University of Rochester, Rochester, NY

- Research and Teaching Assistant in Governance, Policy, and Administration in Higher Education.

### **Postgraduate Studies in Political Science**

University at Buffalo, State University of New York, Buffalo, NY

- Focus on political processes through comparative politics and application of game theory.

**Master of Business Administration, Executive Program, 2007**

Simon Business School, University of Rochester, Rochester, NY.

- Member, Beta Gamma Sigma, International Honor Society in Business.
- Member, Class of 2007 Endowment Board.
- Heavy focus on finance, economics and operational strategy.

**Naval Aviator and Pilot Qualified in Model (H-46), 2001**

Fleet Replacement Squadron, San Diego, CA, 2001

Naval Advanced Flight School, Milton, FL, 2000-2001

Naval Primary/Intermediate Flight School, Pensacola, FL & Corpus Christi, TX, 1998-1999

- Completed qualification requirements to fly the H-46, the Navy's tandem rotor helicopter.
- Ranked 1<sup>st</sup> in class in Naval Advanced Flight School and Naval Primary/Intermediate Flight School.
- Awarded standard instrument rating for both fixed and rotary wing aircraft.
- One year of postgraduate study in aeronautics, aerodynamics, meteorology, and systems engineering.

**Bachelor of Science, English, 1998**

United States Naval Academy, Annapolis, MD

- Core curriculum included courses in electrical engineering, weapons systems engineering, hydromechanical engineering, calculus I, II & III, probabilities and statistics, physics I & II, chemistry I & II, and celestial navigation.
- Company Commander, directly responsible for welfare and training of 120 fellow Midshipmen. Was 1 of 30 selected from a class of 900+.