

**Brief Credentials for Student Affairs Personnel**

**STUDENT AFFAIRS & INSTITUTIONAL RELATIONS**

<b>Personnel in the Division of Student Affairs</b>	<b>Relevant Academic Degrees</b>	<b>Other Qualifications and Experience</b>
<b>Admasu, Emebet</b> Careers Services Administrative Assistant		10 years in Higher Education Leave Coordinator Certification: TESST College of Technology Member: NACE, HACCC, IAAP Computerized Business Management Dept. Adm. Of Time Traq and Leave Proficient in MS-Office, CANOPY, FAMIS, PAWS and Acct Reconciliations
<b>Albert, Timothy</b> Student Conduct Officer	BA – Communications MA – Sociology and Counseling ABD, Adult Education	8+ yrs Higher Education; Gehring Academy for Student Conduct Administrators Certified Anger Management Therapist; Certified Meeting Planner; Certification: Marriot School for Management and Leadership;
<b>Billingsley, Miron</b> Associate Vice President for Student Affairs	BA – Communications MA – Telecommunications EdD – Adult Education	Gehring Academy for Student Conduct Administrators
<b>Byars, Lauretta F.</b> Vice President for Student Affairs and Institutional Relations	BA – Education MSW – Social Work EdD	37 years in higher education: faculty, administrator, and researcher; Gehring Academy for Student Conduct Administrators Institute for Education Management Harvard University Exec. Mgmt. Inst., Wharton School of Business
<b>Gillian, Lee</b> Intramurals and Recreational Sports Coordinator	BA – Communications MA – Health Education	18+ yrs Higher Education American Red Cross (Child/Adult) CPR; Texas Association of Sports Officials; NCAA
<b>Green, JaWanna</b> Student Conduct Associate	BS – Criminal Justice MA – Counseling	4 years Higher Education Gehring Academy for Student Conduct Administrators
<b>Howard, Donnie</b> Intramurals & Recreational Sports Program Assistant	BS – Computer Science	7+ years Higher Education Certified Personal Trainer, First Aid/Safety Trained: CPR (Adult, Child, Infant, Automated External Defibrillators) Certified
<b>Hunter, Rose M.</b> Institutional Relations Executive Assistant	BA – Business Management	30 yrs clerical experience Member- Gala Committee, Service-Learning; Women’s Leadership Council
<b>Johnson, Ruby RéGina</b> Institutional Relations Administrative Secretary	AA – Business Administration 15 yrs legal / litigation experience Working towards BS	Paralegal Certificate Technical Writing Certificate US Naval Yeoman “A” School Licensed to the Gospel Ministry Training: Travel, BANNER, Canopy, Sexual Harassment, Ethics.

<b>Personnel in the Division of Student Affairs</b>	<b>Relevant Academic Degrees</b>	<b>Other Qualifications and Experience</b>
<b>Jones, Glenda</b> Career & Outreach Services Director	BBA – Business Management MA – Counseling	27 years Higher Education
<b>Lewis, Belinda</b> Disability Services Program Specialist	BA – Business Administration MA – Counseling	10 years Higher Education First Aid/Safety Trained: CPR (Adult, Child, Infant, Automated External Defibrillators) Certified
<b>Lewter IV, Charles H.</b> Assistant Director Student Activities All Faith Chapel, Dean	BA Masters of Divinity Post Graduate– Educ. Admin.	15+ yrs Higher Education Licensed and Ordained Minister Board Member: National Association of College and University Chaplain and Deans
<b>Lowe, Alisha M.</b> Student Volunteer Coordinator	BA – Educational Studies	15 months Higher Education
<b>McCraw, Isis</b> Program Coordinator	BA – Management MBA	7 yrs Higher Education
<b>Norman, Kay F.</b> Student Services Director	BS – Political Science MEd – Special Education EdD – Higher Education Admin.	19 years Higher Education Registered Educational Diagnostician/Certified Special Education Teacher Certified Customer Service Trainer ETS Test Center Supervisor First Aid/Safety Trained
<b>Orok, Orok</b> Program Coordinator	BA – Computer Engr. Technology MA – Community Development & Planning	First Aid/Safety Trained: CPR (Adult, Child, Infant, Automated External Defibrillators) Certified
<b>Porter, Melanie</b> Student Activities & Leadership Administrative Assistant	Hours towards Bachelor Degree	4 years Higher Education Training: Sexual Harassment, Ethics, FAMIS,PAW,Canopy
<b>Ransom, Steven</b> Students Activities & Leadership Director	BA – TeleCommunications MA – Education	28 yrs Higher Education Chair-elect/National Association of Campus Activities (NACA); Board of Directors (NACA) First Aid/Safety Trained: CPR (Adult, Child, Infant, Automated External Defibrillators) Certified
<b>Roberts, Frederick</b> Careers & Outreach Services Assistant Director	BA – Accounting MBA	30+ years in Higher Education First Aid/Safety Trained: CPR (Adult, Child, Infant, Automated External Defibrillators) Certified
<b>Simmons, Denise</b> Student Activities & Leadership Assistant Director	MBA	15 yrs Higher Education First Aid/Safety Trained: CPR (Adult, Child, Infant, Automated External Defibrillators) Certified
<b>Thomas, Herbert R.</b> Career & Outreach Services Placement Counselor	BA – Computer Engr. Technology MA – Education	17 yrs Higher Educations Certification-Strong Career Inven.
<b>Thomas, Pamela</b> Student Activities & Leadership Secretary	Pursing Associate Degree 22 yrs Higher Education	Training: Defensive Driving; Sexual Harassment, ethics and CPR training

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<b>Washington, Shadia</b> Careers Services Scheduling Clerk	11 years in Higher Education	Member: NACE, SoACE, HACCC
<b>Wells, Hattie</b> Student Affairs Secretary	Pursuing BA in Sociology 31+ years Higher Education	Training: Office Management Job Training Partnership Act Certificate: Brazos Valley Counsel of Alcohol and Substance Abuse Treatment of Special Populations: Gangs, Cults, and Chemical Dependency Treatment of Special Population as Relevant to Chemical Dependency
Intramurals/Recreational Sports Program Assistant ( <i>Vacant</i> )		
<b>Personnel in Institutional Affairs (Who Work with Students)</b>	<b>Relevant Academic Degrees</b>	<b>Other Qualifications and Experience</b>
<b>DeLuna-Gonzalez, Elma</b> Multicultural Affairs Officer	AA – General Studies BA – History BA – Accounting MA – Counseling	Hispanic Recruiter Collegiate G-Force Sponsor
<b>Williams, Renee</b> Equal Opportunity Compliance Officer	BA – Corp. Training MS – Education 9 yrs EEO/Affirmative Action 8 yrs General Administrative	Internal Workplace Investigator Train-the-Trainer Member- American Associate Sexual Harassment Awareness– Train the Trainer

## OFFICE OF ENROLLMENT MANAGEMENT

<b>Personnel in Enrollment Management</b>	<b>Relevant Academic Degrees</b>	<b>Other Qualifications and Experience</b>
<b>Brown, Lenice</b> Articulation & Transfer Coord.	BA – Bus. Admin/Management MS – Human Sciences MA – Counseling	18 years higher education Testing Coordinator AACRAO Member
<b>Byars II, Don W.</b> Associate Provost for Enrollment Management	BA – Secondary Education MA – Secondary Education	37 years as administrator of public higher education ACT Enr. Plan. & AACRAO Member SEM (Strategic Enr. Mgmt.), College Board
<b>Davis, Irene</b>		
<b>Dungey, Deborah</b> Registrar	BS – Business Administration MA – Counseling	30 years higher education AACRO, TACRAO, Member

<b>Personnel in Enrollment Management</b>	<b>Relevant Academic Degrees</b>	<b>Other Qualifications and Experience</b>
<b>Gooch, Mary</b> Asst. Director of Admissions (Undergraduate)	BS – Sociology MS – Business Administration	14 years higher education AACRAO, NACDRAO member
<b>Montgomery, Tina</b> Associate Registrar	BA – Psychology MS – Public Administration	14 years of higher education as an administrator
<b>Owens-Freeman, Pamela</b> Asst. Director of Recruitment And Marketing	BS – Merchandising & Design MS – Home Economics	21 years higher education Articulation & Transfer Coordinator Admissions Counselor TACRAO & SETACRAO Member
<b>Pearson, Mark K.</b> Director of Enrollment Mgmt.		AACRAO, Member SEM, Member
<b>Peevy, Jena</b> Communications Specialist	BA – Communications/Market.	3 years higher education BANNER, COGNOS and Form Fusion software products
<b>Robinson, Sheila</b> Senior Recruiter	BS – Criminology and Corrections MS – Education	19 years higher education Human Resources Representative NACDRAO, NABSE, member
<b>Thomas, Jaquarias</b> Admissions Counselor	BS – Agriculture & Human Science MA – Counseling MA – Agriculture & Human Science in progress	TACRAO- Texas Association of Collegiate Registrars & Admissions Officers NACDRAO- National Association of College Deans, Registrars and Admissions Officers Texas A&M Symposium
<b>Wallace, Ivory</b> Admissions Counselor	BA – Psychology Counseling Certificate (25SCH)	SETACRAO- Annually Texas A&M Symposium
<b>Personnel in Financial Aid</b>	<b>Relevant Academic Degrees</b>	<b>Other Qualifications and Experience</b>
<b>Armstrong, Gloria</b> Financial Aid Counselor	BBA – Business Administration MA MEd	27+ Years Higher Education
<b>Calderon, Maria</b> Interim Reconciliation Specialist	BBA – Accounting	0-1 Years Higher Education
<b>Clark, Carlos</b> Assistant Provost for Academic Affairs and Director of Student Financial Aid	BA – English BBA – Business Management MA – Educational Leadership PhD – Educational Leadership	15+ Years Higher Education

<b>Cummings, Carol</b> Data Assistant I	BA – Sociology MEd – Guidance Counseling	20+ Years Higher Education
<b>Da Costa, Carmen</b> Financial Aid Counselor	BS – Psychology	0-1 Year Higher Education; 4+ Years Management & Leasing Apartments
<b>Dixon, James</b> Financial Aid Counselor	BA – Sociology	8 Years Higher Education
<b>Deaver, Mark</b> Associate Director of Financial Aid	BBA – Computer Information Systems	13+ Years Higher Education; 4 Years Applications Analyst
<b>Durham, Linda</b> Financial Aid Counselor	BBA – Accounting MA – Guidance & Counseling	10+ Years Higher Education
<b>Ervin, Cedric</b> Data Assistant I	High School Diploma	0-1 Years Higher Education; 1 Year Office Assistant, 2 years Education Assistant
<b>Gilliam, Janetta</b> Financial Aid Counselor	BS – Sociology MEd – Health and Human Performance MA – Counseling PhD – Educational Leadership	12 Years Higher Education; 2 Years Education
<b>Hurlburt, Kelli</b> Financial Aid Counselor	BA	4+ Years Higher Education; 6+ Years Education
<b>Jackson, Martha</b> Financial Aid Counselor	BBA – Management MA – Sociology	24+ Years Higher Education
<b>Living, DeKeith</b> Reconciliation Specialist	BBA – Management	0-1 Years Higher Education; 7 Years Crew Leader
<b>Menefee, Joshua</b> Financial Aid Counselor	BBA – Finance	3+ Years Higher Education; 1 Year Security Officer
<b>Moore, Vera</b> Associate Director of Financial Aid	BS – Business Education MEd	39 Years Higher Education

<b>Patterson, Kimberly</b> Financial Aid Counselor	BS – Criminal Justice MS – Juvenile Forensic	6+ Higher Education; 2 years Customer Service Associate, 1 Year Operator
<b>Pope, Verlicia</b> Financial Aid Counselor II	BS – Psychology/Sociology MA – Human Science MA – Counseling	12+ Years Higher Education
<b>Thibodeaux, Sharon</b> Scholarship Coordinator	BBA – Administration Information Systems MS – Human Science MA – Counseling	11+ Years Higher Education; 14 Years United States Army
<b>Toney, Michelle</b> Reconciliation Supervisor	BBA – Accounting	6+ Years Higher Education; 2 Years Customer Service
<b>Williams, Glenda</b> Financial Aid Counselor II	BS – Secretarial Science MS – Human Sciences MS – Business Education MS – Counseling	28+ Years Higher Education
<b>Webster, Kyal</b> Administrative Assistant	High School Diploma	7+ Years Higher Education; 3+ Year Financial Service, 2+ Years Residential Director
<b>Wolfe, Clarence</b> Financial Aid Counselor	BS – Education MS – Education	24+ Years Higher Education; 3 Years Maintenance Worker