

Brief Credentials for Student Affairs Personnel

STUDENT AFFAIRS & INSTITUTIONAL RELATIONS

Personnel in the Division of Student Affairs	Relevant Academic Degrees	Other Qualifications and Experience
Admasu, Emebet 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
Albert, Timothy 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;
Billingsley, Miron Associate Vice President for Student Affairs	BA – Communications MA – Telecommunications EdD – Adult Education	Gehring Academy for Student Conduct Administrators
Byars, Lauretta F. 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
Gillian, Lee 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
Green, JaWanna Student Conduct Associate	BS – Criminal Justice MA – Counseling	4 years Higher Education Gehring Academy for Student Conduct Administrators
Howard, Donnie 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
Hunter, Rose M. Institutional Relations Executive Assistant	BA – Business Management	30 yrs clerical experience Member- Gala Committee, Service-Learning; Women’s Leadership Council
Johnson, Ruby RéGina 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.

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Jones, Glenda Career & Outreach Services Director	BBA – Business Management MA – Counseling	27 years Higher Education
Lewis, Belinda 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
Lewter IV, Charles H. 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
Lowe, Alisha M. Student Volunteer Coordinator	BA – Educational Studies	15 months Higher Education
McCraw, Isis Program Coordinator	BA – Management MBA	7 yrs Higher Education
Norman, Kay F. 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
Orok, Orok Program Coordinator	BA – Computer Engr. Technology MA – Community Development & Planning	First Aid/Safety Trained: CPR (Adult, Child, Infant, Automated External Defibrillators) Certified
Porter, Melanie Student Activities & Leadership Administrative Assistant	Hours towards Bachelor Degree	4 years Higher Education Training: Sexual Harassment, Ethics, FAMIS,PAW,Canopy
Ransom, Steven 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
Roberts, Frederick 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
Simmons, Denise Student Activities & Leadership Assistant Director	MBA	15 yrs Higher Education First Aid/Safety Trained: CPR (Adult, Child, Infant, Automated External Defibrillators) Certified
Thomas, Herbert R. Career & Outreach Services Placement Counselor	BA – Computer Engr. Technology MA – Education	17 yrs Higher Educations Certification-Strong Career Inven.
Thomas, Pamela Student Activities & Leadership Secretary	Pursing Associate Degree 22 yrs Higher Education	Training: Defensive Driving; Sexual Harassment, ethics and CPR training

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Washington, Shadia Careers Services Scheduling Clerk	11 years in Higher Education	Member: NACE, SoACE, HACCC
Wells, Hattie 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>)		
Personnel in Institutional Affairs (Who Work with Students)	Relevant Academic Degrees	Other Qualifications and Experience
DeLuna-Gonzalez, Elma Multicultural Affairs Officer	AA – General Studies BA – History BA – Accounting MA – Counseling	Hispanic Recruiter Collegiate G-Force Sponsor
Williams, Renee 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

Personnel in Enrollment Management	Relevant Academic Degrees	Other Qualifications and Experience
Brown, Lenice Articulation & Transfer Coord.	BA – Bus. Admin/Management MS – Human Sciences MA – Counseling	18 years higher education Testing Coordinator AACRAO Member
Byars II, Don W. 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
Davis, Irene		
Dungey, Deborah Registrar	BS – Business Administration MA – Counseling	30 years higher education AACRO, TACRAO, Member

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

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

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