

**RECOMMENDATION FOR APPOINTMENT
BACK-UP INFORMATION**

NAME: Monica Barron
ADDRESS: McKinney, TX
POSITION: Human Resources Analyst
DEPARTMENT: Human Resources, CHEC

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	12/04 - 06/16	Executive Assistant
EDS, Inc. (Hewlett Packard)	07/00 - 05/04	Information Analyst

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Texas Woman's University	2011	B.S., General Studies

**RECOMMENDATION FOR APPOINTMENT
BACK-UP INFORMATION**

NAME: LeAnne Person
ADDRESS: Frisco, TX
POSITION: Assistant to the Dean, Student Development
DEPARTMENT: Student and Enrollment Services, PRC

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	01/15 – 06/16	Secretary
Collin College	04/14 - 01/15	Clerk-Typist, Part-time
Kidz World	03/04 - 03/07	Administrative Assistant
JCPenney	11/89 - 05/00	Assistant Buyer
JCPenney	05/88 - 10/89	Merchandise Support Assistant
University of Texas at Dallas	04/81 - 04/88	Clerk-Typist/Receptionist

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
University of Texas at Dallas	1987	B.A., Human Resources Administration

**RECOMMENDATION FOR APPOINTMENT
BACK-UP INFORMATION**

NAME: Gena Phillips
ADDRESS: Plano, TX
POSITION: Administrative Assistant II
DEPARTMENT: Academic Affairs, PRC

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	06/98 - 06/16	Assistant to the Dean

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
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**RECOMMENDATION FOR APPOINTMENT
BACK-UP INFORMATION**

NAME: Georganna (G'Anna) Saunders

ADDRESS: Allen, TX

POSITION: Executive Assistant

DEPARTMENT: Executive Vice President, CHEC

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	01/14 - 06/16	Executive Assistant
	09/12 - 01/14	PT Administrative Assistant
	08/05 - 09/07	Executive Assistant
	02/05 - 08/05	Academic Advising Specialist
	03/04 - 02/05	Division Secretary, Academic Advising
Insight for Living	04/02 - 12/02	Executive Assistant
ADEX Corporation	01/01 - 10/01	Office Administrator

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
University of Texas at Dallas	2003	B.A., Literary Studies
Paradise Valley Community College	1993	A.A.S. Office Administration

**RECOMMENDATION FOR APPOINTMENT
BACK-UP INFORMATION**

NAME: Jennette Summers Buck

ADDRESS: Plano, TX

POSITION: Advisor

DEPARTMENT: Academic Advising, SCC

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	05/15 - 05/16	Student Development Specialist
University of South Carolina	07/14 - 05/15	Student Services Program Coordinator

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Dallas Baptist University	2014	M.Ed., Higher Education Administration
University of North Texas	2012	B.A., Journalism