

**RECOMMENDATION FOR APPOINTMENT  
BACK-UP INFORMATION**

**NAME:** Georganna (G'Anna) Saunders  
**ADDRESS:** Allen, TX  
**POSITION:** Executive Assistant to Vice President/Provost  
**DEPARTMENT:** Provost, CPC

***SELECTED EXPERIENCE***

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	06/17 – 07/19	Assistant to the Dean
Collin College	12/16 – 06/17	Executive Assistant to the President
Collin College	06/16 – 12/16	Executive Assistant to the Executive Vice President
Collin College	01/14 – 06/16	Executive Assistant to the Vice President/Provost
Collin College	06/13 – 01/14	Administrative Assistant, Part-time
Collin College	09/12 – 06/13	Division Secretary, Part-time

***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