

**RECOMMENDATION FOR APPOINTMENT  
BACK-UP INFORMATION**

**NAME:** Sandi (Sylvia) Herrera  
**ADDRESS:** McKinney, TX  
**POSITION:** District Manager Academic Scheduling  
**DEPARTMENT:** Campus Operations, CHEC

***SELECTED EXPERIENCE***

| <u>Employer</u>               | <u>Date</u>   | <u>Position</u>                     |
|-------------------------------|---------------|-------------------------------------|
| Collin College                | 08/12 – 08/19 | Executive Assistant, Vice President |
| Southern Methodist University | 07/06 – 12/11 | Administrative Coordinator          |

***EDUCATION***

| <u>School</u>                 | <u>Date</u> | <u>Course/Degree/Certification</u>              |
|-------------------------------|-------------|---|
| University of Texas at Dallas | 2019        | M.S., Leadership and Organizational Development |
| Southern Methodist University | 2008        | B.A., Journalism                                |
| Southern Methodist University | 2008        | B.A., Cinema/Television                         |