

**RECOMMENDATION FOR APPOINTMENT  
BACK-UP INFORMATION**

**NAME:** Susan Castleman  
**ADDRESS:** McKinney, TX  
**POSITION:** Quality Enhancement Plan Coordinator  
**DEPARTMENT:** Academic Services, CHEC

***SELECTED EXPERIENCE***

<b><u>Employer</u></b>	<b><u>Date</u></b>	<b><u>Position</u></b>
Collin College	10/16 - 05/18	Administrative Assistant
Collin College	04/15 - 09/16	Accounts Receivable Associate, Part-time
Texas A&M Commerce	08/15 - 04/16	Graduate Research Assistant, Part-time

***EDUCATION***

<b><u>School</u></b>	<b><u>Date</u></b>	<b><u>Course/Degree/Certification</u></b>
Texas State University	2014	M.Ed., Secondary Education
Texas State University	2013	B.B.A., Accounting