

Recommendation for Board of Regents Consideration of Administrative/Faculty Contract

Candidate Name: Brianna Carter

Position: Advisor, Dual Credit

Contract Type: One Year

Anticipated Start Date: 2/23/2026

Education:

Master of Business Administration; Lamar University, Beaumont, TX

Bachelor of Arts; University of Houston Downtown, Houston, TX

Associate in Arts; Houston Community College, Houston, TX

Work Experience:

10/2023 – Present

Administrative Assistant; Houston Community College, Houston, TX

5/2022 – 9/2023

Administrative Assistant; University of Houston, Houston, TX

8/2020 – 2/2022

Math Teacher; Aldine ISD, Houston, TX

8/2019 – 7/2020

Special Education In Class Support; Humble ISD, Humble, TX

8/2017 – 12/2017

HR Administrator; National Trench Safety, Houston, TX

6/2016 – 7/2017

Administrative Assistant; University of Houston Downtown, Houston, TX

3/2016 – 5/2016

Human Resources Supervisor; OTG Management, Houston, TX

9/2014 – 2/2016

Volunteer; Spring ISD, Spring, TX

Administrative Assistant; Lonestar College, Houston, TX