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- Earned B.S., Liberty University
- Earned M.B.A., Nova Southeastern University
- Director of Student Services/Information Technology, Luther Rice University
- Chair: Student Services, Technology, and Safety Committees
- Member: Information Technology Steering, Planning and Assessment, and Budget and Resources Committees
- Website Management
- Database Management
- Information Technology Maintenance
- Information Technology Research and Development
- Visiting team committees for Transnational Association of Christian Colleges and Schools
- Authorization and Accreditation Reports: TRACS, IPEDS, and State
- Project Manager, data migration from Blackboard, WebCT, and Moodle to Scholar360
- Board Member, Institution of Higher Learning
- Consultant, American Leadership Group, LLC
- Office of Institutional Effectiveness: instrument development, strategic and assessment plan development
- Athletic Development, Division I
- Review and Preparation of Documents for Candidacy and Accreditation: handbooks, self-study, catalog
- Instructor and Course Design
- Assist TRACS President: report preparation, event coordination