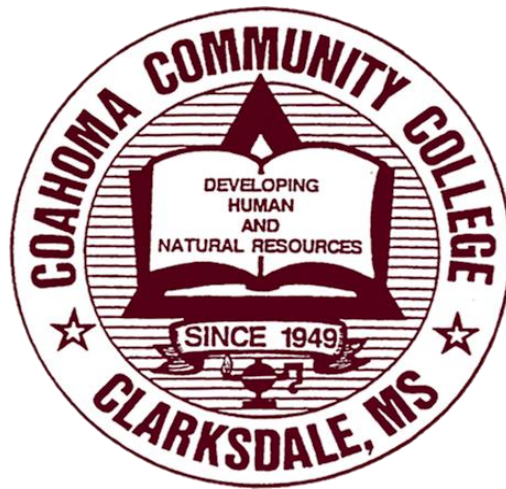


# Coahoma Community College Committees and Functions 2023-2024



**Dr. Valmadge T. Towner, President**  
**Coahoma Community College**  
**3240 Friars Point Road**  
**Clarksdale, Mississippi 38614**  
[www.coahomacc.edu](http://www.coahomacc.edu)

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## **ACCREDITATION**

Coahoma Community College is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award Associate of Arts degree, Associate of Applied Science Degree and Certificates. Contact the Southern Association of Colleges and Schools Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of Coahoma Community College.

## **NON-DISCRIMINATION STATEMENT**

Coahoma Community College is an equal opportunity institution in accordance with civil rights and does not discriminate on the basis of race, color, national origin, sex, disability, age, or other factors prohibited by law in any of its educational programs, activities and employment opportunities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Michael Houston, Director of Human Resources/Coordinator for 504/ADA, Title IX Compliance Officer, Office #A100, Vivian M. Presley Administration Building, 3240 Friars Point Road, Clarksdale, Mississippi 38614, Phone: (662) 621-4853, Email: mhouston@coahomacc.edu.

## **APPOINTMENT TO ADVISORY BOARDS, COUNCILS, AND COMMITTEES**

Coahoma Community College has the authority to designate and create advisory boards, councils, and committees as may be necessary to carry on the business of the institution. The appointment of members of such boards, councils, and committees shall be made in a non-discriminatory manner consistent with the College's Non-Discrimination Statement. The authority of employees on academic and governance matters is established through employee representation on Coahoma Community College's committees. These committees recommend and review instructional policies and governance procedures. A description of the committees is published by the President's Office.

# Coahoma Community College

## Committees and Functions

### 2023-2024

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#### Academic Council

##### **Function:**

The Academic Council reviews and revises academic policies and procedures, and makes recommendations to the Dean of Academic Affairs. Organizes the aspects of the academic program, and ensures that they operate in a manner consistent with the strategic goals of the college:

- academic regulations and standards
- curriculum development
- academic assessment
- academic professional development
- Develops, implements, and ensures that departments are following processes for academic assessment.
- Examines new course and program proposals for measurable outcomes and ways in which faculty propose to assess those outcomes.
- Assists faculty and department chairs in developing plans for assessment.

##### **Members:**

Dr. Rolonda Brown, <i>Chairperson</i>	Taneshia Turner	Tolernisa Butler
Linda Williams, <i>Secretary</i>	Selina Reid	Deborah Carter
Cherry Lockett	Kevin Towers	Katrina Jordan
Shanelle Frazier	Rosalind Wilcox	
Amquita Taylor	Dr. Stacy Jones	
Cynthia W. Roberson	Linda D. Robinson	
Karen Done	David Jones	

#### Achieving the Dream (ATD) Student Success and Equity Council

##### **Function:**

This team consist of a broadly representative group of college leaders who are highly regarded, influential members of the college community. This committee guide the student success work at the college. This team should generate energy for change as team members reinforce one another's commitment and work together to infuse their shared vision throughout the institution.

##### **Members:**

Dr. Valmadge T. Towner, <i>Chairperson</i>	Dr. Rolonda Brown	Alexus Hunter
Joseph Mckee, <i>Co-Chairperson</i>	Dr. Chequitia Dixon	IT Representative
Jeremy Pittman, <i>Co-Chairperson</i>	Tolernisa Butler	Tony Brooks
Karen Woods-Done	Vivian Williams	Dr. Willie Lockett, Jr.

Kimberly Hollins  
Marica Gatewood  
Raymond Pullen  
Rita Hanfor  
Dr. Stacy Jones  
Teresa Griffin  
Community Representative (s)

Larry Webster  
Monica Johnson  
Reggy Hankerson  
Mark Hutson  
Cynthia W. Roberson  
Tolernisa Butler  
ATD Leadership Coach

Loria Barfield  
Nakedra Blockett  
Richard Cosby  
Selina Reid  
Tony Brooks

### **Administrative Judicial Council**

#### **Function:**

The council will hear cases of severe student infractions and also hear cases of appeals. The council will make a recommendation to the Director of Enrollment and Student Engagement of the institution as related to proposed disciplinary actions. If necessary, the Director of Enrollment and Student Engagement will then make recommendations to the President.

#### **Members:**

Karen Done, *Presiding Ex-Officio*  
*Member*  
Carolyn Hunter, Recorder  
Dr. Larry Webster  
Dr. Rolonda Brown

Gwendolyn Johnson  
Steven Jossell  
Dr. Chequita Dixon  
Dorothy Smith-Conley  
Cynthia W. Roberson

### **Admissions Committee**

#### **Function(s):**

- (1) To make recommendations to the deans and directors concerning students challenging denial of admission to Coahoma Community College.
- (2) To evaluate the Admission Policies to determine compliance with SACSCOC criteria and other governing agencies.
- (3) To present all policy recommendations to the President to acquire Board approval.
- (4) To review, prepare, and upgrade registration procedures.
- (5) To evaluate all applications for academic restart.

#### **Members:**

Nakedra Blockett, *Chairperson*  
Admissions Clerk, *Secretary*  
Admissions Clerk  
Dr. Larry Webster  
Dr. Stacy Jones  
Dr. Rolonda Brown

Reggy Hankerson  
Theresa Taylor  
Taneshia Turner  
Lashundra Crittle  
Business Office Personnel

### Assessment Committee

#### **Function:**

To evaluate the institution's Assessment Committee Plans; to evaluate overall effectiveness of the College's planning and evaluation tools and reports, including institutional surveys.

#### **Members:**

Tara Bell, <i>Chairperson</i>	Kimberly Hollins
Cynthia W. Roberson, <i>Secretary</i>	Kristina Bolton
Theresa Taylor	Vivian Williams
Cherry Lockett	Mary Suggs
Kimberly Bee	Tolernisa Butler

### Athletic Committee

#### **Function:**

To ensure that the operations of the Athletic Department are consistent with and support the educational goals of the college. To recommend athletic policies and procedures to the President and serve in an advisory capacity to the President on matters related to intercollegiate athletics as requested.

#### **Members:**

Selina Reid, <i>Chairperson</i>	Student Engagement Personnel
Carol Brooks, <i>Secretary</i>	Dell Cannon
Dr. Richard Cosby	Reggy Hankerson
Charles Smith	Kelvin Towers
Lee Craven	SGA President
Athletic Personnel	

### Budget Committee

#### **Function:**

To monitor the ongoing effectiveness of the financial functions of the college; to evaluate and prioritize departmental and divisional budget requests.

#### **Members:**

Dr. Valmadge T. Towner, <i>Chairperson</i>	Dr. Rolonda Brown	Jerone Shaw
Yolanda Miller, <i>Secretary</i>	Karen Done	Cynthia W. Roberson
Dr. Chequitia Dixon	Steven Jossell	Deborah Valentine
Alexus Hunter	Taneshia Turner	Dorothy Smith-Conley

### Office of Civil Rights Compliance Committee

#### **Function(s):**

To ensure the institution is an equal opportunity institution in accordance with civil rights and does not discriminate on the basis of race, color, national origin, sex, disability, age, or other factors prohibited by law in any of its educational programs, activities, and employment opportunities.

**Members of Civil Rights Compliance Committee:**

Taneshia Turner, <i>Chairperson</i>	Amquita Taylor	Cherry Lockett
Cynthia W. Roberson, <i>Secretary</i>	Dorothy Smith-Conley	George Brown
Gwendolyn Johnson	Otha Williams	Nicole Moore
Carlos Pealez	Shanelle Frazier	Selina Reid
Ezra Howard	Leandrew Presley	Dr. Larry Webster
Tolernisa Butler	Steven Jossell	Reggy Hankerson
Jerone Shaw	Kyrie Antici	Lashundra Crittle
Dr. Chequitia Dixon	Alexus Hunter	
Linda Robinson	Workforce Personnel	

**College Catalog Committee**

**Function:**

The function of the Committee is to review, revise, and make recommendations to the College Catalog.

**Members:**

Dr. Rolonda Brown, <i>Chairperson</i>	Cynthia W. Roberson
Amquita Taylor, <i>Secretary</i>	Nancy Howard
Taneshia Turner	Alexus Hunter
Deborah Carter	Steven Jossell
Dr. Chequitia Dixon	Lorean Willingham
Dr. Larry Webster	Dorothy Smith-Conley
Shanelle Frazier	Delores Richard
Karen Done	Jerone Shaw
Selina Reid	Donna Honour
Cherry Lockett	Gwendolyn Johnsons
Dr. Stacy Jones	Kristina Bolton

**Curriculum Committee**

**Function(s):**

- (1) To review departmental committee curricula changes and suggestions and make final recommendations to the Program Review Committee;
- (2) To verify the relationship between specific programs of study, curricula, and articulation agreements with upper division institutions; and
- (3) To provide liaison connectivity between the main campus and off-campus sites.
- (4) To ensure that Coahoma Community College is in compliance with the Substantive Change Policies of the Commission on Colleges and informs the Commission of such changes according to the established Substantive Change Policy.

### **Curriculum Committee (Continuation)**

#### **Members:**

Dr. Rolonda Brown, <i>Chairperson</i>	Lorean Willingham
Linda Williams, <i>Secretary</i>	Selina Reid
Cynthia W. Roberson, <i>Substantive Changes</i>	Tony Brooks
Kimberly Hollins	Vivian Williams
Dr. Stacy Jones	Dr. Willie Lockett, Jr.
Deborah Carter	Andy Pullen
Dr. Chequitia Dixon	Dr. Kevin Towers
Dr. Larry Webster	Katrina White
Kristina Bolton	Chris Kelly

### **Executive Leadership Council**

#### **Function:**

- (1) To advise the President on improvements in policies, procedures, budget, and operational aspects of the College.
- (2) To carry out the action items and activities resulting from meetings and duties assigned by the President.

#### **Members:**

Dr. Valmadge T. Towner, <i>President</i>	Dr. Rolonda Brown
Yolanda Miller, <i>Secretary</i>	Alexus Hunter
Brenda Williams, <i>Secretary</i>	Karen Done
Dr. Chequitia Dixon	Steven Jossell
Dr. Larry Webster	Mark Hutson
Jerone Shaw	Dorothy Smith-Conley
Cynthia W. Roberson	Taneshia Turner

### **Facility Planning Committee**

#### **Function:**

- (1) To plan for the construction and renovation of facilities that enhances the learning environment for students.
- (2) To devise and update the physical facility master plan.

#### **Members:**

Jerone Shaw, <i>Chairperson</i>	Taneshia Turner
Carlos Pealez	Ralph Simpson
Dr. Chequitia Dixon	Lee Craven
Dr. Larry Webster	Henry Striplin
Alexus Hunter	

## **Faculty Association**

### **Function:**

To promote professionalism through the pursuit of excellence and competency in teaching and to serve as a voice for the faculty in decision-making and to support the overall mission of the college and the president.

### **Members:**

Deborah Carter, <i>Chairperson</i>	Dr. Rolonda Brown
Sharon Butler, <i>Secretary</i>	David L. Jones
Vivian Williams	Jeremy Pittman
Cherry Lockett	Monica Tompkins
Linda Gail Elliott	Faculty Representative

## **Faculty and Staff Federal Professional Development & Growth Committee**

### **Function:**

To recommend approval of faculty/staff to receive tuition assistance for coursework that is determined as an institutional need and is directly related to their position at Coahoma Community College.

### **Members:**

Gwendolyn Johnsons, <i>Chairperson</i>	Dr. Rolonda Brown
Tara Bell, <i>Secretary</i>	Taneshia Turner
Steven Jossell	Karen Done
Dr. Chequitia Dixon	Dr. Larry Webster
Cynthia W. Roberson	

## **General Education Committee**

### **Function:**

The General Education Committee is responsible for the review of the general education components of associate degree graduation requirements. The Committee is also responsible for identifying expected outcomes within the general education curriculum, providing assessment of general education outcomes, and providing recommendations to the Curriculum Committee and the appropriate instructional division for the improvement of general education, review, evaluate, and enhance the effectiveness.

### **Members:**

Dr. Stacy Jones, <i>Chairperson</i>	Kimberly Hollins	Elizabeth Melton
Deborah Carter, <i>Co-Chair</i>	Ricardo Buckner	Linda Robinson
Dr. Rolonda Brown	Joharrison Rockett	Dr. Kevin Towers
Anthony Brooks	David L. Jones	
Vivian Williams	Cynthia W. Roberson	
Selina Reid	Jeremy Pittman	



## **Graduation Committee**

### **Function:**

To make recommendations on matters concerning graduation activities to the president and deans/directors.

### **Members:**

Nakedra Blockett, <i>Chairperson</i>	Lynda Gail Elliott
Cherry Lockett, <i>Secretary</i>	George Brown
Yolanda Miller	Business Office Personnel
Dr. Rolonda Brown	Karen Done
Dr. Chequitia Dixon	Henry Dorsey
Dr. Larry Webster	Annie Hankins

## **Institutional Review Board**

### **Function:**

The purpose of the Institutional Review Board is to conduct initial and continuing reviews of projects that involve the use of human subjects in accordance with the policy and Federal Regulations.

The Institutional Review Board assures the college that human subjects used in research or educational programs that monitor human subjects are not at undue risk and that the participants are informed of any risks.

### **Members:**

Dr. Valmadge T. Towner, <i>Chairperson</i>	Jerone Shaw
Cynthia W. Roberson, <i>Liaison</i>	Dr. Rolonda Brown
Gwendolyn Johnsons, <i>Secretary</i>	Community Representative
Dr. Chequitia Dixon	Mark Hutson
Karen Done	Dr. Larry Webster

## **Institutional Leadership Team**

### **Function:**

This Council serves as the college-level body for the administration of educational programs and support service programs. The Leadership includes all of the College's administrators including the executive officers of the institution. The Leadership Team members have the authority to administer educational policies within their assigned areas.

### **Members:**

Dr. Valmadge T. Towner, <i>President</i>	George Brown
Yolanda Miller, <i>Secretary</i>	Dr. Chequitia Dixon
Brenda Williams, <i>Secretary</i>	Dr. Rolonda Brown

Steven Jossell  
Dr. Larry Webster  
Joseph McKee  
Dorothy Smith-Conley  
Cynthia W. Roberson  
Selina Reid  
Taneshia Turner  
Tolernisa Butler  
Jerone Shaw

Karen Done  
Alexus Hunter  
Dr. Larry Webster  
Cherry Lockett  
Nakedra Blockett  
Gwendolyn Johnsons  
Nicole Moore  
Mark Hutson

### **Jenzabar User Group Committee**

#### **Function:**

The purpose of the Jenzabar User Group Committee is to ensure that employees are appropriately and adequately using the administrative management system and all related sub-systems to enhance the student, faculty, and staff experience. The objectives are as follows: (1) Develop, document, and implement policies and procedures related to data entry standards; (2) Streamline the internal data and information flow process; (3) Ensure that all data is compliant with institutional, state, and federal regulations; (4) Certify that the policies of the ERP are reviewed on a regular basis and are compliant.

#### **Members:**

Mark Hutson – Information Technology  
\*Chairperson  
Admissions Personnel– Admissions  
Taneshia Turner – HR / Registrar  
Santana Lee – Financial Aid  
Business Office Personnel - Business  
Office  
Daine Thomas – Residence Life  
Sharron Young – Physical Plant  
Nicole Moore – Student Engagement

## **Library Committee**

### **Function:**

To develop and implement strategies to improve library and learning resources.

### **Members:**

David Jones, <i>Chairman</i>	Rosalind Wilcox	
Cherry Lockett, <i>Ex-Officio Member</i>	Student Engagement	
Vivian Williams, <i>Secretary</i>	Career Technical Faculty	
Faculty Representative	Leandrew Presley	
Dr. Larry Webster		Dr.
Stacy Jones		

## **Lyceum Committee**

### **Function:**

To plan, approve and bring culturally enriching programs and activities to the college campus for the student body, faculty/staff and the community, as well as, allow students and faculty/staff to attend such activities away from the college that are directly related to enhancing their education.

### **Members:**

Yvonne Stanford, <i>Chairperson</i>	Alexus Hunter
Carol Brooks, <i>Secretary</i>	Amquita Taylor
Dr. Larry Webster	Cynthia W. Roberson
Gwendolyn Johnsons	Cherry Lockett
Rita Hanfor	Karen Done
Business Office Personnel	

## **Marketing/Branding Committee**

### **Function(s):**

- (1) To promote the activities of Coahoma Community College as well as raise awareness about the institution and the benefits it provides to its five-county service area of Coahoma, Tunica, Bolivar, Quitman and Tallahatchie Counties.
- (2) To grow the brand of Coahoma Community College and formulate marketing strategies and seek out new marketing options for the purpose of branding and advertising CCC, as a whole.

### **Members:**

Alexus Hunter, <i>Chairperson</i>	Christopher Dixon
Selina A Reid	Shanelle Frazier
Jeremy A Pittman	Nicole Moore
Dr. Chequitia Dixon	Jasalyn Lucas
Ezra Howard	

### **Operational Policies and Procedures Committee**

#### **Function(s):**

- 1) To review and review the institution's *Policy and Procedures Manual* annually or as needed.
- 2) Provide policies, directions, and procedures for present action and a basis for future planning.
- 3) To assist employees in understanding their jobs and how they relate to the overall accomplishment of the mission.
- 4) Provide for control and efficiency by spelling out duties and responsibilities that clarify work relationships.

#### **Members:**

Taneshia Turner, <i>Chairperson</i>	Mark Hutson
Cynthia W. Roberson, <i>Secretary</i>	Steven Jossell
Alexus Hunter	Dr. Rolonda Brown
Dr. Larry Webster	Gwendolyn Johnsons
Dorothy Smith-Conley	Dr. Chequitia Dixon

### **Physical Facility Insurance Committee**

#### **Function:**

To review, examine, and advise the President on recommendations pursuant to insuring the buildings and their contents of our institution.

#### **Members:**

Dorothy Smith-Conley, <i>Chairperson</i>	Diane Thomas
Sharron Young, <i>Secretary</i>	Jerone Shaw
Taneshia Turner	Ralph Simpson

### **Physical Plant and Auxiliary Committee**

#### **Function(s):**

- (1) To make recommendations to directors of buildings, grounds, transportation and maintenance regarding construction, renovations, transportation, energy conservation and campus beautification for improving the physical and other auxiliary service of the college.
- (2) To ensure that committee reports are submitted to the Facility Planning Committee.

#### **Members:**

Jerone Shaw, <i>Chairperson</i>	George Brown
Dr. Stacy Jones, <i>Secretary</i>	Dr. Larry Webster
Carlos Pealez	Dorothy Smith-Conley
Chivas Davis	Dr. Kevin Towers
Deborah Carter	Career Technical Faculty

### **Program Review Committee**

#### **Function(s):**

- (1) To review all instructional and non-instructional programs of the institution to determine if they serve the mission of the institution and are effective.
- (2) To report findings to the President and the Executive Council and make recommendations based upon program review results.

#### **Members:**

Tara Bell, <i>Chairperson</i>	Dr. Willie Lockett, Jr.
Cynthia W. Roberson, <i>Secretary</i>	Kristina Bolton
Dr. Rolonda Brown	George Brown
Amquita Taylor	Joseph McKee
Steven Jossell	Dr. Chequitia Dixon
Dr. Larry Webster	Dorothy Smith-Conley
Nancy Howard	External Reviewers
Gwendolyn Johnson	

### **Quality Enhancement Team - FINAL**

#### **Function(s):**

- (1) To serve as the advisory committee for the total operation of “ROAD to Success: Revitalizing Orientation and Advisement Development”
- (2) To review all QEP results and the QEP Annual Progress Report.
- (3) To make suggestions for any modifications to the plan’s actions, initiatives, and assessment measures.

Dr. Shelia Holmes-Carter, Director	Rosie Miller
Monica Johnson, Co-Director/Curriculum Coordinator	Loria Barfield
Cynthia W. Roberson	Mary Suggs
Trina Cox	SGA President
Dr. Chequitia Dixon	Miss CCC
Lynda Gail Elliott	Mr. CCC
Kimberly Hollins	Amquita Taylor
Delores Richard	Dr. Rolonda Brown
Dr. Tony Newson	Tolernisa Butler
Tara Bell	

### **Quality Enhancement Team: Professional Development Committee**

#### **Function(s):**

- (1) Coordinate faculty professional development training including faculty roundtables
- (2) Secure any needed professional development supplies, handouts, and refreshments
- (3) Reserve rooms and equipment for professional development activities including faculty Roundtables.
- (4) Administer assessments after activities as described in the ROAD to Success Assessment Plan

- (5) Launch and Maintain a webpage for ROAD to Success
- (6) Monitor and assess QEP instructors' classrooms
- (7) Submit all completed assessments to the Assessment Committee
- (8) Submit a written report of all activities in May of each year to the QEP Director

**Members:**

Dr. Shelia Holmes-Carter, Director	Cynthia W. Roberson
Monica Johnson Co-Director/Curriculum Coordinator	Dr. Tony Newson
Dr. Ouida McAfee, Chairperson	Loria Barfield
Joseph McKee	Tolernisa Butler
Trina Cox	Dr. Rolonda Brown
Dr. Chequitia Dixon	Amquita Taylor
Delores Richard	

**Quality Enhancement Team: Advisement Committee**

Function(s):

- (1) Coordinate the implementation of Advisement protocol
- (2) Serve as a liaison between QEP and Academics and Admissions Offices
- (3) Serve as a liaison between QEP and Professional Development Committee
- (4) Supervise electronic data collected from Jenzabar concerning student advisement
- (5) Secure any needed supplies, equipment, or brochures to achieve tasks
- (6) Submit a written report of all activities to the QEP Director in May annually

**Members:**

Dr. Shelia Holmes-Carter, Director	Rosie Miller
Monica Johnson, Co-Director/Curriculum Coordinator	
Dr. Chequitia Dixon	Cynthia W. Roberson
Mark Hutson	Loria Barfield
Dr. Melvin Newson	Lynda Gail Elliott
Delores Richard	Tara Bell

**Quality Enhancement Team: Marketing Committee**

Function(s):

- (1) Market ROAD to Success activities
- (2) Publish a semi-annual newsletter
- (3) Take pictures and submit articles to the media for publication
- (4) Update the QEP website on twice per semester
- (5) Secure any needed materials, supplies, handouts, and incentive programs
- (6) Submit a written report of all activities in May of each year to the QEP Director

**Members:**

Dr. Shelia Holmes-Carter, Director/Chair	Mr. CCC
Alexus Hunter	Jasalyn Lucas
Ezra Howard	Trina Cox
SGA President	Lynda Gail Elliott

**Quality Enhancement Team: Assessment Committee**

Function(s):

- (1) Coordinate the implementation of QEP assessments
- (2) Coordinate data collection for the QEP
- (3) Collect, analyze, interpret assessment results and publish findings
- (4) Secure any needed materials and supplies
- (5) Submit a written report of all activities to the QEP Director in May annually

**Members:**

Dr. Shelia Holmes-Carter, Director of QEP	Loria Barfield
Monica Johnson, Co-Director/Curriculum Coordinator	Rosie Miller
Cynthia W. Roberson, Chair	Dr. Melvin Newson
Dr. Chequitia Dixon	

**Quality Enhancement Team: Orientation Curriculum Committee**

Function(s):

- (1) Coordinate the implementation of Orientation & Student Success Course
- (2) Serve as a liaison between QEP and CCC Curriculum Committee
- (3) Serve as a liaison between QEP and ATD Data Collection group
- (4) Supervise scheduling of Orientation and Student Success Course sections
- (5) Coordinate scheduling of guest facilitators for the Orientation & Student Success Course
- (6) Coordinate data collection from course grades from instructors to present to Assessment Committee for analysis
- (7) Submit a written report of all activities to the QEP Director in May annually

**Members:**

Dr. Shelia Holmes-Carter, Director	Mary Suggs
Monica Johnson, Co-Director/Curriculum Coordinator	Loria Barfield
Delores Richard	Dr. Rolonda Brown
Tolernisa Butler	
Trina Cox	

**Quality Enhancement Team: Best Practices Committee**

Function(s):

- (1) Coordinate the monthly meetings of instructors of the Orientation and Student Success Course
- (2) Record best practices presented by instructors on the course
- (3) Serve as liaison with Professional Development Committee on future professional development for instructors of the course
- (4) Submit a written report of all activities to the QEP Director in May annually

**Members:**

Dr. Shelia Holmes-Carter, Director	Dr. Rolonda Brown
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Monica Johnson, Co-Director/Curriculum Coordinator      Tolernisa Butler  
Joseph McKee  
Amquita Taylor

### **Quality Enhancement Team: Budget Committee**

Function(s):

- (1) Develop, assess, and balance the QEP's multi-year detailed budget
- (2) Requisition and submit requests to the Business Office for all QEP activities and funding
- (3) Secure any needed materials and supplies
- (4) Submit a financial report in May of each year to the QEP Director

Members:

Dr. Shelia Holms-Carter, Director/Chair	Joseph McKee
Monica Johnson, Co-Director/Curriculum Coordinator	Cynthia W. Roberson
Alexus Hunter	
Lynda Gail Elliott	

### **Recruitment Committee**

Function(s):

- (1) To assist the Recruiter(s) in devising strategies for recruitment of students.
- (2) To evaluate recruitment materials.
- (3) To assist in recruitment booths.

Members:

Nakedra Blockett, <i>Chairperson</i>	Dell Cannon
Admissions Clerk, <i>Secretary</i>	Reggy Hankerson
Travis T. Macon	Athletics Personnel
Otha Williams	Carolyn Hunter
Athletics Personnel	Whitney Brinston
Selina Reid	Shanelle Frazier

### **Retirement Activity Committee**

Function:

To plan activities for retirees.

Members:

Rita Hanfor, *Chairperson*  
Yolanda Miller, *Secretary*  
Brenda Williams  
Kelvin Towers  
Cherry Lockett

### **Safety Committee**

Function(s):

- (1) To assist the Safety Director in the formulation and implementation of a safety program.



- (2) To draft safety rules and regulations.
- (3) To schedule drill practices.

**Members of Safety Committee:**

George Brown, <i>Chairperson</i>	Reginald Thomas
Gwendolyn Johnson, <i>Secretary</i>	Dr. Chequitia Dixon
Charles Barnes, Jr.	Jerone Shaw

**Salvage Committee**

**Function:**

Make recommendations to delete obsolete equipment and inoperable vehicles from inventory.

**Members:**

George Brown, <i>Chairperson</i>	Leandrew Presley
Brenda Williams, <i>Secretary</i>	Chavis Davis
Jerone Shaw	Monica Tompkins
Taneshia Turner	Kyrie Antici

**Scholarship Committee**

**Function:**

- (1) To uphold Coahoma Community College scholarship guidelines and policies published in the College Catalog.
- (2) To secure all scholarship applications and select deserving and outstanding recipients.
- (3) To rule on appeals for any scholarship offered by Coahoma Community College.

**Members:**

Cynthia W. Roberson, <i>Chairperson</i>	Christopher Dixon
Delores Richard, <i>Co-Chairperson</i>	Aneika Moore
Trina Cox	Amquita Taylor
Shanelle Frazier	Rita Hanfor

**Strategic Planning Council**

**Function:**

- (1) To organize and direct the activities to move the institution toward its mission and goals.
- (2) Review the mission, goals, vision statement and values.
- (3) To evaluate the progress of the institution’s Strategic Plan and use results to make changes and improvements.

**Members:**

Dr. Valmadge T. Towner, <i>Chairperson</i>	George Brown	Dr. Chequitia Dixon
Cynthia W. Roberson, <i>Secretary</i>	Tolernisa Butler	Dr. NeKedra Blockett
Dr. Rolonda Brown	Taneshia Turner	Karen Done
Dr. Larry Webster	Alexus Hunter	Joseph McKee
Dorothy Smith-Conley	Steven Jossell	Gwendolyn Johnson

Cherry Lockett  
Mark Hutson  
Selina Reid

Nicole Moore  
Board Members  
Community Members

Jerone Shaw  
Taneshia Turner

### **Student Handbook Committee**

#### **Function:**

The function of this committee is to assist in the materialization and annual maintenance of the content of the Student Handbook. Committee members are to submit possible policies or amendments for the Student Handbook that are based on institutional, local, state, and/or federal regulatory policy/procedural changes that might affect and/or enhance the operational policies/procedures of the college. The committee submits the final document to the President of the college for approval in an effort to attain approval by the Board of Trustees.

#### **Members:**

Karen Done, Chairperson	George Brown	Cynthia W. Roberson
Nicole Moore, Secretary	SGA President	Jeremy Pittman
Board Attorney	Trina Cox	
Dian Thomas	Joseph McKee	

### **Student Senate Judicial Council**

#### **Function:**

The functionality of this council is to hear cases of minor and moderate student infractions. The council will make recommendations to the Director of Student Engagement/Services as related to proposed disciplinary actions for cases heard.

#### **Members:**

Karen Done, *Advisor*  
Tolernisa Butler, *Co-advisor*  
Student Government Association President, Chief Justice  
Five (5) students

### **Technology Committee**

#### **Function:**

- (1) To assist, advise, and approve all technology purchases - computer hardware and/or software - in coordination with the various divisional directors and the President.
- (2) To oversee the entire campus technology operation.
- (3) To evaluate the College's management information system and recommend upgrades as needed.
- (4) To set standards and policies for all content and material which is put on the School's Website.

#### **Members:**

Mark Hutson, <i>Chairperson</i>	Jeremy Pittman
(Appoint) <i>Secretary</i>	Cherry Lockett

Shanelle Frazier  
Ezra Howard  
Otha Williams  
Samuel Miller

Damandrick Taylor  
Cynthia W. Roberson  
Victor McClain  
Dr. Rolonda Brown