

* **3.2.8** The institution has qualified administrative and academic officers with the experience and competence to lead the institution. **(Qualified administrative/academic officers)**

Compliance Partial Compliance Non-Compliance

Narrative:

Chattahoochee Valley Community College's (CVCC) administrative and academic officers are highly qualified, experienced, and fully competent to lead the College. The administrative and academic officers at CVCC possess credentials and experience appropriate for their area of responsibility.

Human Resources personnel follow the [Alabama Community College System \(ACCS\) Uniform Guidelines](#) in their recruiting and employment practices. Each position announcement includes minimum education, work experience, and other qualification criteria, as well as a description of the job duties. Persons applying for advertised positions must provide proof of academic credentials and, when required, work experience. Search Committees review the applicant's documentation, and Human Resources personnel verify the documentation. This process ensures the College hires only qualified and competent employees.

The Alabama State Board of Education has established policies ([207.01](#), [602.01](#), [602.02](#), [604.02](#), and [605.01](#)), procedures and guidelines ([602.02](#)) governing the employment of administrative staff. Vacancy announcements or appointment memos, job descriptions, and resumes outline the credentials required for each administrative and academic officer. These files are maintained in the Human Resources Department.

Table 3.2.8-A identifies the College's administrative and academic leaders in the President's Cabinet, Academic Division or Program, and Academic and Student Support Departments.

Table 3.2.8-A
PRESIDENT'S CABINET

NAME	TITLE	RESPONSIBILITIES	EDUCATIONAL QUALIFICATIONS	PROFESSIONAL EXPERIENCE
D. Glen Cannon	President	Chief Executive Officer	Ed.D., Occupational Studies, CPA	23 plus years of progressive leadership in higher education
David N. Hodge	Vice President/ Dean of the College	Chief Academic Officer	Ed.D., Higher Education Administration	18 plus years of progressive leadership in higher education
Brenda E. Kelley	Chief Financial Officer	Chief Financial Officer	MBA, CPA	20 plus years of progressive leadership in college finances
K. Joy Hamm	Dean of Student Services	Chief Student Affairs Officer	Ed.D., Education Administration	8 years of progressive leadership in student services
Robert Pierce	Associate Dean for Workforce and Technical Education	Oversight for Workforce and Career Technical Programs	Ph.D., Information Technology	10 years of progressive leadership in higher education
Joree Jones	Director of Institutional Effectiveness	Institutional planning, evaluation, and SACS Liaison	Ph.D., Higher Education Administration	14 years of progressive leadership in institutional effectiveness and planning
Earl Cook	Chair of Math and Science Division	Faculty Liaison and Administrator for Special Projects	M.S., Mathematics	30 plus years as instructor and progressive division leadership

ACADEMIC PROGRAM AND DIVISION LEADERS

NAME	TITLE	RESPONSIBILITIES	EDUCATIONAL QUALIFICATIONS	PROFESSIONAL EXPERIENCE
Resa Lord	Chair	Managerial oversight for Division of Health Sciences	M.S., Nursing, Certified Pediatric Nurse Practitioner	20 plus years as a professional, instructor, and progressive division leadership
Debra Plotts	Chair	Managerial oversight for Division of Business and Information Technology and Coordinator of Distance Education	M.A.T., Teaching CCAI, CCNA	25 years as instructor and progressive division leadership
Andrew Scales	Chair	Managerial oversight for Division of Humanities	M.Ed., Education	20 plus years as instructor and progressive division leadership
Vacancy	Chair	Managerial oversight for Division of Public Safety		
Clint Langley	Director	Program oversight for Applied Technology	A.A.S., Occupational Education B.S. Career Technical/Agriscience Education, M.Ed., Agriscience Education	20 plus years in industry and as instructor and progressive program leadership

DEPARTMENT DIRECTORS

NAME	TITLE	RESPONSIBILITIES	EDUCATIONAL QUALIFICATIONS	PROFESSIONAL EXPERIENCE
Sanquita Alexander	Director	Admissions and College Registrar	M.S., Human Resources Management	20 plus years of progressive leadership in admissions
Debbie Boone	Director	Human Resources and Senior Personnel Officer	MBA, PHR	15 years of progressive leadership in legal and human resources
Xueying Chen	Director	Learning Resource Center	M.L.I.S., Library and Information Science	15 years of progressive leadership in library science
Cynthia Floyd	Director	Counseling and Advising	M.Ed., Student Personnel Services	30 plus years of progressive leadership in counseling and/or advising
Karen Kelly	Director	Institutional Advancement	BBA	20 plus years of progressive leadership in fundraising and event planning
Jody Noles	Director	Information Systems	BSBA, Information Systems	19 years of progressive leadership in computer systems and network administration
Adam Thomas	Director	Athletics	BS, Physical Education MBA	14 years of progressive leadership in coaching and athletics
Darlene Thompson	Director	Adult Education and Ready to Work	MBA	10 plus years of progressive leadership in education
Joan Waters	Director	Financial Aid	M.S., Counseling and Human Development	35 plus years of progressive leadership in financial aid services
Johann Wells	Director	Facilities and Maintenance	BS, Mechanical Engineering Technology MPA, Justice Administration	35 years of progressive leadership in plant operations
Vickie	Director	Student	MS, Agency	20 years of

Williams		Development	Counseling	progressive leadership student development
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SUPPORT DOCUMENTATION

Alabama Department of Postsecondary Education Uniform Guidelines
State Board Policy 207.01: Position Announcement
State Board Policy 602.01: Appointment or Assignment of Personnel
State Board Policy 602.02: Hiring Practices
State Board Policy 604.02: Administrative Positions
State Board Policy 605.01: Personnel Qualifications
Guidelines for State Board Policy 602.02: Hiring Procedures
Resume – D. Glen Cannon
Resume – David N. Hodge
Resume – Brenda E. Kelley
Resume – K. Joy Hamm
Resume – Robert Pierce
Resume – Joree Jones
Resume – Earl Cook
Resume – Resa Lord
Resume – Debra Plotts
Resume – Andrew Scales
Resume – Clint Langley
Resume – Sanquita Alexander
Resume – Debbie Boone
Resume – Xueying Chen
Resume – Cynthia Floyd
Resume – Karen Kelly
Resume – Jody Noles
Resume – Adam Thomas
Resume – Darlene Thompson
Resume – Joan Waters
Resume – Johann Wells
Resume – Vickie Williams