

Curriculum Vitae

Tonya P. Cooper

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Education

Abilene Christian University,
Ph.D. candidate

Abilene, TX

University of Phoenix,
Master of Business Administration
Concentration in Public Administration

Southfield, MI & Online

Eastern Michigan University,
Bachelor of Science in Labor Studies

Ypsilanti, MI

Certifications

Online Adjunct Teaching Training Program (C.O.A.T.) (2013)

Fredericksburg, VA

Experience

Wayne County Community College District – Detroit, MI
District Associate Dean of Instruction
Division of Educational Affairs

2011 - 2014

- Credentialing, Recruitment & Retention, textbook selection
- Distance Learning – Grade Appeals Liaison
- Managed the Math, Social Sciences, Teacher Education, Child Care Training, and Math Redesign
- Course development
- Evaluation
- Chancellor’s Special Project Team Member

Westwood Montessori School – Dallas, TX

Board of Directors

2015 - Present

- Operation oversight
- AdvancEd Accreditation Team
- Budget insight and review

Academy of Southfield – Southfield, MI

Board of Directors, Treasurer

2012 – 2014

- Analyzed and oversaw 2.5 million fund balance
- Operational decision maker