

DATE: 5/18/2021

TO: City Clerk

FROM: City Representative Joe Molinar

ADDRESS: 300 N. Campbell TELEPHONE 915-212-0004

Please place the following item on the (Check one): CONSENT XXX REGULAR \_\_\_\_\_

Agenda for the Council Meeting of May 25, 2021

Appointment of Barbara Yancy-Tooks to the Fair Housing Task Force by City Representative

Item should read as follows: Joe Molinar, District 4, as a regular appointment.

**BOARD COMMITTEE/COMMISSION APPOINTMENT/REAPPOINTMENT FORM**

NAME OF BOARD/COMMITTEE/COMMISSION: Fair Housing Task Force

NOMINATED BY: City Representative Joe Molinar DISTRICT: Four

NAME OF APPOINTEE Barbara Yancy-Tooks  
(Please verify correct spelling of name)

E-MAIL ADDRESS: \_\_\_\_\_

BUSINESS ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ ST: \_\_\_\_\_ ZIP: \_\_\_\_\_ PHONE: \_\_\_\_\_

HOME ADDRESS: \_\_\_\_\_

CITY: El Paso ST: \_\_\_\_\_ ZIP: \_\_\_\_\_ PHONE: \_\_\_\_\_

DOES THE PROPOSED APPOINTEE HAVE A RELATIVE WORKING FOR THE CITY? YES: \_\_\_\_\_ NO X

IF SO, PLEASE PROVIDE HIS OR HER NAME, CITY POSITION AND RELATIONSHIP TO THE PROPOSED APPOINTEE: N/A

LIST ALL REAL ESTATE OWNED BY APPOINTEE IN EL PASO COUNTY (BY ADDRESS):  
HAS APPOINTEE BEEN A MEMBER OF OTHER CITY BOARDS/COMMISSIONS/COMMITTEES? IF SO, PLEASE PROVIDE NAMES AND DATES: N/A

WHO WAS THE LAST PERSON TO HAVE HELD THIS POSITION BEFORE IT BECAME VACANT?

NAME OF INCUMBENT: Rosa I. Estrada

EXPIRATION DATE OF INCUMBENT: 4/27/2021

REASON PERSON IS NO LONGER IN OFFICE (CHECK ONE): TERM EXPIRED: X  
RESIGNED \_\_\_\_\_  
REMOVED \_\_\_\_\_

DATE OF APPOINTMENT: 05/25/2021

TERM BEGINS ON : 04/28/2021

EXPIRATION DATE OF NEW APPOINTEE: 04/27/2024

PLEASE CHECK ONE OF THE FOLLOWING: 1<sup>st</sup> TERM: x

2<sup>nd</sup> TERM: \_\_\_\_\_

UNEXPIRED TERM: \_\_\_\_\_

# DR. BARBARA J. YANCY-TOOKS

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I am a highly skilled teaching professional possessing 16+ years of experience including leading as a Coordinator and Professor, Project Support Specialist (Blood Donor Recruiter) and as a Fire Brigade Counselor in Educational Services, Health Services and Social Services, respectively. Currently I serve as a Assistant Professor at the NCO Leadership Center of Excellence instructing graduate and undergraduate level courses.

Received Doctorate in Management of Organizational Leadership at University of Phoenix School of Advanced Studies. Received Masters of Communication at University of Northern Colorado and served as a Coordinator and Professor of Speech Communication, El Paso Community College, Northwest Campus.

## EDUCATION

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### **Doctor of Management in Organizational Leadership**

University of Phoenix School of Advanced Studies, 01/ 2012  
GPA: 3.72 / 4.00

### **Master of Arts in Communication, Emphasis in Leadership and Conference Planning**

University of Northern Colorado, Greeley, Colorado, 05/1989  
GPA: 3.00 / 4.00

### **Bachelor of Arts in Speech Communication**

Macalester College, St. Paul, Minnesota, 05/1978

## RELEVANT WORK EXPERIENCE

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### **The NCO Leadership Center of Excellence**, Assistant Professor, Fort Bliss, TX (07/2018 – Present)

Implement undergraduate level instruction to military students for the Sergeants Major Course (SMC) at the Sergeants Major Academy (SGM-A). Apply subject matter expertise to assess and resolve complex issues with student development, classroom or virtual/distant learning instruction. Develop and revise lesson materials and plans, organize and oversee entire education and training areas.

**Key Achievements:** Assistant Professor, Joint Interagency, Intergovernmental and Multinational Operations (JIIMO). Produce timely assessments to the Chair and Vice Chair regarding the conduct of virtual observations of classroom instruction. As Senior Mentor during COVID-19 Pandemic, teach, coach and mentor instructors on all matters of course curriculum and classroom management. Published NCO Journal Article, "Optimizing Learning Outcome and Development," 08/2020 and inducted into DJIIMO Author's Corner for NCO Journal Article Collaboration, 09/2020. Submitted packet for Bronze Writing Award, 10/2020.

### **University of Phoenix**, Adjunct Undergraduate Faculty, Santa Teresa, NM (08/2008 – 07/2016)

Effectively provided graduate level instruction for MGT/521 Management. Systematically taught undergraduate courses: UNIV/101 3-Day Orientation Workshop; GEN/195: Foundations of University Studies; GEN/200 Foundations for General Education and Professional Success and COMM/110: Introduction to Oral Communication.

Updated knowledge and course content with adaptations and changes and resolved subject-matter issues resulting from new developments in field.

### **Park University**, Adjunct Undergraduate Faculty, Fort Bliss, Center, Fort Bliss, TX (08/2015 – 12/2018) Adjunct Graduate Faculty, US Army Sergeants Major Academy (USASMA), Fort Bliss, TX

Instructed Master of Arts in Communication and Leadership Course (MACL) at USASMA, Fort Bliss, Texas. Taught CA501 Human Communication Perspectives, CA516 Research 1, CA529-Cross Cultural Communication, CA649 Introduction to Mediation, CA699 Epistemology of Communication and CA700 Graduate Project.

Analyzed student assessments, lesson critiques, and other source documentation to identify trends, inter-relationships, lesson content issues for the impact on education and leader development training. Consulted with students regarding administrative and technical issues.

**El Paso Community College, Northwest Campus**, Lecturer, Assistant Professor, Associate Professor and Professor, El Paso, TX (01/2005 – 08/2018)

Taught, mentored and assisted students to develop information literacy, online database management skills, critical thinking skills and conduct article analysis. Taught Interpersonal Communication, Fundamentals of Effective Speech and Organizational and Professional Communication.

Implemented fully integrated Organizational and Professional Communication course online district-wide and to Cathedral High School dual credit students via Blackboard CE-9.

**El Paso Community College**, Coordinator, El Paso, TX (08/2007 – 08/2018)

Directed personnel as coordinator. Led and managed seven personnel through scheduling, credentialing and evaluating job performance. Managed operations and logistics, strategic management consulting, leadership development, cultural diversity and resource consulting, project management consulting and implementation. Ensured buy-in from stakeholders and was responsible for the ultimate success of the venture.

Played vital role in maximizing output of various support services and procuring technology and resources to assist department personnel to function efficiently. Applied extensive knowledge of the theories, concepts, principles, practices and techniques of online education.

**William Beaumont Army Medical Center (WBAMC)**, Project Support Specialist (Blood Donor Recruiter), Fort Bliss, TX (12/2002 – 10/2004), Contractor/Lockheed Martin Information Technology, Alexandria, VA

Implemented creative strategies for recruiting donors and advanced Blood Bank program visibility. Scheduled and coordinated hospital blood drives. Prepared and delivered presentations to educate military leaders and potential donors on the benefits of consistent periodic blood donations. Coordinated and solicited community business leader's sponsorship and the donation volunteer incentives for blood drives.

**Key Achievement:** For two consecutive years accomplished an unprecedented 70% increase in blood collection.

**Army Career Alumni Program (ACAP)**, Fire Brigade Counselor, Fort Bliss, TX (06/2002 – 12/2002)

Facilitated workshops aimed at increasing individual knowledge of the job market, resume writing skills, negotiating salaries and interviewing skills. Assisted individuals in conducting Internet research to find potential employers and resume posting. Counseled individuals on career choices, training and educational requirements.

Provided information on health and life insurance benefits, relocation assistance, retirement benefits, compensation, and kept current on the job outlook of specific career fields.

**US Army Sergeants Major Academy**, Chief, Staff and Faculty Development Directorate, Fort Bliss, TX (06/2000 – 06/2002)

Administered and directed instructional support services for USASMA, Noncommissioned Officer Academy, and Fort Bliss. Trained prospective instructors on critical skills through the Small Group Instructor Training Course (SGITC), the Instructor Training Course (ITC), Coaching for Commitment, the Systems Approach to Training, and Video Tele Training techniques.

Managed the educational development of military and civilians at the United States Sergeants Major Academy. Monitored training requirements and maintained trainee database.

## **PUBLICATIONS**

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**Hollis, E., Yancy-Tooks, B. & Salmon, U.C. (2020)**

Optimizing Learning Outcomes and Development. <https://www.armyupress.army.mil/Journals/NCO-Journal/Archives/2020/August/Optimizing-Learning-Outcomes/>

**A Critical Perspective on Selection Practices in Texas Community Colleges**

Chapter 5 of The Refractive Thinker®: VOL XV: Nonprofits: Strategies for Effective Management; Published November 1, 2018

**Yancy-Tooks, B. (2012)**

Impact of selection practices on career advancement of African American Women in Community College Administration (Doctoral dissertation). Available from ProQuest Dissertations and Theses database. Earned royalty payment for downloads, print and microfilm purchases of dissertation. (UMI No. 3510599)

**PROFESSIONAL ACTIVITIES / INVITED LECTURES**

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**“Transitional Leadership,”** Joint Presentation, Colleague Melissa Aguilera, Student Leadership and Campus Life Monday (03/18/2016)

**“Improving College Student’s Literacy Skills Through Embedded Librarianship and Faculty Collaboration for Lifelong Learning,”** Co-Presenter, 12th International Sun Conference on Teaching and Learning, University of Texas at El Paso (03/05/15 – 03/06/15)

**“Improving College Student’s Literacy Skills Through Embedded Librarianship and Faculty Collaboration for Lifelong Learning,”** Co-Presenter, Border Regional Library Association (11/07/2015)

**ORGANIZATIONS / SOCIETIES**

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**Black Doctoral Network, Inc.** (11/2016 to present)

**Former member El Paso Chapter of the Links, Incorporated** (06/2006 - 01/2012); Appointed Program Coordinator, Executive Board (2008-2009); Vice President (12/2011 – 01/2012)

**Former member Alpha Delta Kappa International Honorary Sorority for Women Educators,** District VIII, El Paso, Texas, Gamma Pi Chapter (02/2007- 01/2009)

**TRAINING / CERTIFICATIONS**

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**Training and Education Developers Middle Management Course 21-27** (01/2020)

**The Army Basic Instructor Badge and Lapel Pin** (04/19)

**Association of College and University Educators (ACUE) Certificate in Effective College Teaching Instruction** (Fall 2017 - Spring 2018, Completed 05/2018)

**Certificate of Completion Train-The-Trainer Safe Zone Workshop** (01/2018 and 03/2018)

**Park Training PDL 750C Faculty Canvas Qualified Park University / Department: Communication Arts Fort Bliss, Texas** (05/2015)

**Park Training PDL 750C Faculty F2F Canvas Qualified Park University / Department: Communication Arts, Fort Bliss, Texas,** (05/2015)

**Local Campus Faculty Facilitating in New Classroom University of Phoenix College/Department: Humanities, Santa Teresa, New Mexico** (06/2013)

**UNIV Re-Certification Local University of Phoenix College / Department: Humanities, Santa Teresa, New Mexico** (02/2013)

**Blackboard C-E 9 El Paso Community College/Department: Distance Learning, El Paso, Texas,** (08/2011)

**Graduate, El Paso Community College Leadership Development Academy** (12/2007)

**Myers-Briggs Type Indicator Professional Qualifying Program - Type Resources, Inc., Madison, Wisconsin** (07/2000)

**AWARDS**

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**Noncommissioned Officer Center of Leadership Excellence (NCOLCoE) Educator of the Year,** 12/19 University of Phoenix Honorarium for “*A Critical Perspective of Selection Practices in Texas Community Colleges*” (11/2018)

**2014 National Institute of Staff and Organizational Development (NISOD) Excellence Award** (05/2014)

**Faculty Achievement Award, El Paso Community College** (12/2013)

**Sergeants Major (R) Yancy-Tooks’ Biography featured in two books:** “*Black Female Sergeants Major Transforming the Ranks,*” and “*100 Sergeants Major of Color*” by CSM (Ret) Harold Hunt, PhD.