

BONNIE MCQUITTER-BANKS

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CURRICULUM VITAE**EDUCATION**

Alabama A&M University
MBA/Accounting Concentration
1984

Alabama A&M University
BS/Accounting
1982

EMPLOYMENT HISTORY

Director of the Quality Enhancement Plan (QEP), Alabama A&M University. Director responsibilities include coordinating the efforts of the steering committee, planning and conducting meetings, establishing and updating timeline for completion of the plan from start to finish that includes a two-year span leading up to the SACS reaffirmation visit in 2014, updating the campus community on the plan's progress and implementation and assessment of the approved plan. Implementation and assessment responsibilities includes coordinating the efforts of the implementation committee, scheduling monthly critical thinking (CT) faculty discussions in the teaching and learning community (TLC), coordinating and scheduling "Dare to Think" sections with department chairs, CT faculty and the Registrar to ensure compliance with approved QEP, collecting and reviewing course syllabi and CT activities, assisting faculty with classroom activities when needed, providing classroom supplies and collecting and analyzing assessment data at the end of the semester. (January 2012-Present)

Interim Chair, Department of Accounting and Logistics, Alabama A&M University. Responsibilities included managing department faculty on daily basis, annual evaluation of faculty, reporting departmental activities, course scheduling and hiring adjuncts, arranging and attending meetings with faculty, entering assessment data in strategic planning online (SPOL), reviewing applications for committee considerations for full employment and making recommendations to Dean along with other duties as needed. (2009-2012)

Assistant Professor/Instructor, Alabama A&M University. Responsibilities include teaching financial and managerial courses, advising accounting majors, recruiting and supporting University, school and departmental activities. (1984-Present)

Accountant, University Foundation, Alabama A&M University. Responsibilities included receiving contributions, receipting and preparing deposit documents, entering contributions into database for reporting purposes. Prepared bank reconciliations for auditor for 2008-2009 and 2009-2010 using MIP Fund Accounting. (2003-2008)

Consultant, Center for Entrepreneurship and Economic Development (CEED), Alabama A&M University. Participated with the preparation of the business plan prepared for *Integrated Solutions and Services, Inc.* (ISS) during Tier One of the Air Force Mentor-Protégé Program. Prepared the finance and accounting section of the plan with a team of the three program participants. Developed projections on

profitability, cash flows, financial position and breakeven analysis. Designed a chart of accounts and provided training in recording daily transactions for *Logicore, Inc.* using QuickBooks. Provided assistance to owner in how to balance accounts and how to use basic accounting concepts in day-to-day business operations. (2001-2007)

Adjunct Professor, Calhoun Community College, Huntsville, Alabama. Responsibilities included teaching financial accounting courses, participating in school and classroom surveys and activities and fulfilling reporting requirements in a timely manner. (1997-2009)

PUBLICATIONS / PRESENTATIONS

Presentation to Alabama Association of Higher Education in Business, “What is Involved in Selecting a QEP Topic and Preparing for Accreditation”, 2015

Accepted for publication with Dr. Geana Mitchell and Dr. Christal Pritchett entitled “*The Importance of Financial Literacy Concepts as Perceived by Secondary Education Students*”. Academy of Business Research Journal, 2011.

Presentation to Alabama Academy of Science with Dr. Rohit Jain, “*ABC Costing Systems in Service Industries*”. 2009.

OTHER ACTIVITIES

Title III HBCU-CCRAA “*Enhancing Undergraduate Teaching Laboratories*” (CCRAA Activity #2), Principal Investigators: Bonnie M. Banks & Eric Ohene-Nyako

PROFESSIONAL AFFILIATIONS

Member of Institute of Management Accountants, Member of Accounting and Financial Women’s Alliance formerly American Society of Women Accountants (Served on Board of Directors, Student Scholarship Committee, Membership Committee), Member of American Accounting Association, Alabama Association of Higher Education in Business