

- Seasoned nonprofit executive with a solid reputation for achieving organizational goals and successfully building long-term collaborations and coalitions
- Innovator with significant experience and responsibility in developing and leading ambitious postsecondary projects, fund development strategies and research initiatives to achieve organizational priorities
- Recognized as an inspirational team-builder, consensus builder, and a change agent who leads organizations to their next chapter of growth and long term success

Areas of Expertise:

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|-----------------------------------|----------------------------------|---------------------------|
| ✓ Fund Development | ✓ Education Policy & Innovations | ✓ Program Development |
| ✓ Public Speaking & Presentations | ✓ Partnership Building | ✓ Accreditation / SACSCOC |
| ✓ Government & Board Relations | ✓ Strategic Communications | ✓ Budget Management |
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2-2017 to 3-2020

Executive Director - Texas Higher Education Foundation and Senior Director of Development - Texas Higher Education Coordinating Board (THECB) [State Agency]

The THECB's mission is to provide leadership for Texas' higher education system. The Texas Higher Education Foundation is a non-profit 501(c)(3) official nonprofit partner (ONP) to the THECB, dedicated to raising awareness and financial support to meet the goals of the state's higher education strategic plan. In spring 2020, I fulfilled a three-year commitment to work with Commissioner Paredes until his retirement to advance the goals of Texas' strategic plan for higher education (60x30TX).

- Responsible for planning, organizing and directing advancement and advocacy initiatives
 - Established advocacy plans for Texas' higher education strategic plan, identified opportunities to advance innovations in collaboration with Texas postsecondary institutions and monitored education policy developments
 - Supervised and/or directly managed all grant-funded initiatives to ensure proper stewardship of \$6.4M donated funds from multiple foundations including the Bill & Melinda Gates Foundation, Kresge Foundation, AT&T, Michael & Susan Dell Foundation, and Houston Endowment
 - Secured \$1,000,000 to support 'Returning Adult Student' initiative and \$955,100 to support the 'Texas Affordable Baccalaureate' initiative
- Developed case statements leading to legislative and funding support and connected civic and business leaders with Texas' higher education opportunities
- Developed and maintained networks among foundations, corporations, advocacy organizations and research institutes
- Provided leadership in the development of policies, procedures, and planning related to Foundation management
 - Prepared all Board of Director's meeting materials and worked with board leadership to recruit new members
 - Designed financial protocols and procedures to control costs and monitor grantee disbursements
 - Key liaison for annual auditing process / Earned GuideStar 'Platinum Status' for Foundation in 2018

7-2007 to 2-2017

Dean of Resource Development: Mountain View College (MVC)

MVC is a two-year postsecondary institution with a \$28.4M annual budget located in the southern sector of Dallas. Over 9,000 credit students (50% Hispanic) are served each semester.

- Responsible for college-wide public and private fundraising efforts and the development of strategic partnerships by securing supplemental funding needed for organizational priorities from a variety of public and private sources.
 - Increased discretionary funding from \$7.2M to \$15.4M. Multi-year awards from the U.S. Department of Education include Title V (Individual and Cooperative); Title III, Part F; and TRiO.
 - Initiated the college's first Employee Giving Campaign in 2015 with \$10,500 raised from 33 donors. In 2016, 112% increase in donors and 47% increase in funding.
 - Designed and funded new projects with faculty including (a) a STEM Learning Community (2011) with \$4.1 million awarded from the U.S. Department of Education, and (b) the Academic Center for Writing (2010) with \$3.5 million awarded from the U.S. Department of Education.
- Implemented an efficient grants management system to ensure all compliance aspects of discretionary awards and gifts (Federal, State, corporate, foundation, and private) were met with an accurate accounting of expenses and timely submission of reports regarding goal/objective attainment.
- Responsible for SACSCOC accreditation responses related to institutional advancement (3.2.12, 3.2.13, 3.10.5) and District alignment (3.13.4.b) in reports and during onsite visits. Additionally, co-led the selection of the Quality Enhancement Plan (QEP) topic and report submission.

6-2001 to 7-2007

Vice President of Development (1-2003 to 7-2007) / Capital Campaign Director (6-2001 to 1-2003)

Texans Can Academies / (501(c)(3) Statewide Charter School Organization

- Responsible for the development, implementation and monitoring of all fundraising initiatives (individual, corporate, state and foundation giving as well as special events) in support of ten charter schools in Texas.
 - Received state, foundation, private and corporate awards totaling over \$5.8 million.
 - Created and implemented a strategic framework for capital campaigns in Dallas, Houston and San Antonio, worked with Trustees to cultivate individual giving relationships, wrote all grant proposals and managed prospect research activities.
- Worked closely with the President and other senior leadership on strategic planning to support the organizations academic priorities.
 - Facilitated programmatic and organizational expansion including the acquisition of resources to purchase the Metro Dallas YWCA and the opening of a model Early Childhood Development Center in San Antonio.
- Managed the E-Rate program including the required coordination with all telecommunications vendors, and served as the organization's central contact for audit requests and USAC/FCC annual reports.
- Worked closely with the President and the Board of Trustees to support the organizations efforts regarding city and state legislative affairs and prepared briefings for the President and Superintendent regarding Federal and state legislation impacting K-12 and charter schools.

1996 to 2001

Executive Director / Las Colinas and Garland Symphony Orchestras

- Responsible for the implementation of objectives related to strategic planning, fiscal management, fundraising, marketing, human resources, public relations and production management.
- Managed all orchestra-related special event activities and fundraising events.
- Established an Arts-in-Education program including annual youth concerts and a youth orchestra.

1994 to 1995

Marketing and Box Office Manager / Addison Centre Theatre

- Established a comprehensive subscription campaign including public relations, telemarketing, and direct mail pieces and developed and maintained media relations with radio, newspaper, and television contacts.

1992 to 1994

Business and Marketing Consultant / Greater Dallas Chamber of Commerce - University of Dallas

- Developed a business/marketing plan for the Chamber based on a needs assessment of the small business community and an analysis of the Chamber's current programs.

1991 to 1992

Executive Director Intern / Arena Stage

- Worked closely with the Executive Director in the researching, drafting, and presentation of Arena's five-year Long Range Plan and provided key research for an Arts-in-Education initiative.

EDUCATION:

- **Masters in Business Administration (MBA)** / 1994 - University of Dallas
- **Bachelor of Fine Arts (BFA)** / 1989 - Southwest Texas State University

U.S. DEPARTMENT OF EDUCATION Federal Reviewer:

- 2016: Onsite Review in Washington D.C. for CSP SEA (State Educational Agencies) Applications.
- 2014: Offsite Review for CSP Non-SEA Applications.
- 2011: Offsite Review for CSP Non-SEA Applications

COMMITTEE ASSIGNMENTS:

- Open Educational Resources – Convening Designer & Facilitator (2018-2019)
- Texas Hispanic Serving Institution Consortium Representative (2017-2020 / Member since 2007)
- Emergency Aid Network Addressing Food and Housing Insecurity Issues for College Students (2017-2018)
- Administrator Association Leader & College Council Representative (2010-2015)
- Convocation and Return Week Activities Designer & Facilitator (2011-2014)
- Planning, Budgeting and Assessment (PBA) Committee Member (2007-2017)