



DACC SINGLE/ADVISORY BOARD

MEETING MINUTES

Thursday, May 2, 2019, 6:00 PM

East Mesa Campus, DAEM 207 – Board Room

DACC SINGLE BOARD MEETING

Gadsden School Board Members Present:

Daniel Castillo
Daniel Estupiñan
Maria Saenz

Hatch School Board Members Present:

Lupe Castillo
Elva Garay
Christopher Montes

Las Cruces School Board Members Present:

Maria Flores
Ed Frank
Ray Jaramillo

DACC Staff Present:

Lydia Bagwell
Eddie Binder
Kelly Brooks
Joe Butler
Saundra Castillo
Rusty Fox
Vicki Haggard
Ike Ledesma
Nathaniel Muñoz
Rodner Santos
Mónica Torres
Susan Wood
Mary Beth Worley
Martin Wortman

Guests Present:

Erik Harrigan, RBC Capital
Katherine McKinney, Modrall Sperling

Call to Order: Sra. Maria Flores, President, called the DACC Single Advisory Board meeting to order at 5:58 PM on Thursday, May 2, 2019.

Roll Call: D. Estupiñan called roll; participants noted above were present. A quorum of the Single Advisory Board was present.

Approval of Agenda: Motion to approve the agenda as presented made by R. Jaramillo; seconded by E. Frank; no discussion, all in favor, motion carried.

1. Welcome – Dr. Mónica Torres

Key Discussion Points: M. Torres, Interim President, welcomed everyone to the meeting, noting that it is a busy, but joyous time of year for DACC and our students. M. Torres noted that attendance for commencement would be confirmed at the end of the regular meeting.

Decision/Action: None.

2. Bond Finance Plan – Ms. Kelly Brooks & Mr. Erik Harrigan

Key Discussion Points: E. Harrigan with RBC Capital presented the updated bond finance plan to the Board. Items highlighted in the presentation included: history of assessed valuation, history of tax rates, key points of debt management plan, and market updates. Please refer to the "Doña Ana Community College Finance Plan Update and Election Discussion" presentation at the end of these minutes for complete details.

Decision/Action: None.

3. Discussion/Approval of 2019 GO Bond Resolution – Ms. Kelly Brooks & Ms. Katherine McKinney

Key Discussion Points: K. McKinney with Modrall Sperling reviewed the Bond Resolution with the Board. This \$16M General Obligation Bond will not increase taxes.

Decision/Action: Motion to approve the 2019 GO Bond Resolution as presented made by E. Garay; seconded by C. Montes; no discussion, roll call vote, all in favor, motion carried.

Adjournment: Motion to adjourn the DACC Single Advisory Board meeting made by E. Frank; seconded by M. Saenz; no discussion, all in favor, motion carried. Meeting adjourned at 6:09 PM.

DACC ADVISORY BOARD MEETING

Gadsden School Board Members Present:

Daniel Castillo
Daniel Estupiñan
Maria Saenz (chose to participate in regular meeting)

Hatch School Board Members Present:

Lupe Castillo
Elva Garay
Christopher Montes (chose to participate in regular meeting)

Las Cruces School Board Members Present:

Maria Flores
Ray Jaramillo

DACC Staff Present:

Lydia Bagwell
Eddie Binder
Kelly Brooks
Joe Butler
Saundra Castillo
Rusty Fox
Vicki Haggard

Ike Ledesma
Nathaniel Muñoz
Rodner Santos
Mónica Torres
Susan Wood
Mary Beth Worley
Martin Wortman

Guests Present:

None.

- Call to Order:** Sra. Maria Flores, President, called the DACC Advisory Board meeting to order at 6:12 PM on Thursday, May 2, 2019.
- Roll Call:** D. Estupiñan called roll; participants noted above were present. A quorum of the Advisory Board was present.
- Approval of Agenda:** Motion to approve the agenda as presented made by R. Jaramillo; seconded by E. Garay; no discussion, all in favor, motion carried.
- Approval of Minutes: March 20, 2019** Motion to approve March 20, 2019 minutes as presented made by D. Castillo; seconded by R. Jaramillo; no discussion, all in favor, motion carried.

1. Discussion/Approval of FY 2019-20 Operating Budget – Ms. Kelly Brooks

Key Discussion Points:

K. Brooks, VP for Business and Finance, provided the board an update on the FY 2019-20 Operating Budget. The following items were discussed.

- State funding impacts based on the 2019 legislative results and other legislative impacts (new money (state provides 57.3% of DACC funding), line item veto approving 4% compensation increase for regular faculty and staff, capital outlay funding and projects, and House and Senate bills that impact funding).
- Local funds – growth in County tax levy.
- Tuition and fees revenue – no changes to tuition and fees rates, and enrollment numbers (link to DACC Institutional Analysis website and interactive Fact Book provided).
- DACC Operating Budget key points:
 - General budget guidelines
 - Unrestricted I&G funds
 - No changes to tuition and fees
 - New faculty and staff positions (both from restricted and unrestricted I&G funding – restricted I&G is primarily Carl D. Perkins grant funds. Future Perkins funded faculty positions will be for Emergency Medical Services and Diagnostic Medical Sonography programs.
 - Faculty salary study to address salary inequities impact on budget.
 - Money available and budget allocations (new money, base expenditure adjustments, compensation adjustments, and new allocated expenditures).
 - Summary of all current funds (revenue sources and trends, budget changes, and other plant funds).
 - Capital outlay projects (completed and upcoming projects).

- Approved legislative requests (roof renovations (East Mesa, Workforce Center, & Espina), programmable locks (East Mesa and Espina), and parking lot replacement and repair (Workforce Center).
- Approved special request (Espina campus parking lot lighting).
- 2020 Requests (2021 Statewide GO Bond) – Creative Campus media building and safe campus improvements (totaling \$2.95M).
- 2021 Requests (2022 Severance Tax Bond) – Gadsden Center Advanced Technology Center and more safe campus improvements (totaling \$2.9M).
- Completed projects – East Mesa Art in Public Places, Espina renovations – roof, classrooms/labs, commons area; East Mesa renovations – courtyard, access road all around the campus, 2nd entry, classrooms.

Please refer to the “DACC Advisory Board – FY 2019-20 Operating Budget Approval” presentation at the end of these minutes for complete details. If approved by the Board, the DACC FY 2019-20 Operating Budget will go before the NMSU Board of Regents for review/approval on May 10, 2019.

Decision/Action: Motion to approve 2019-20 DACC Operating Budget as presented made by E. Garay; seconded by C. Montes; no discussion, all in favor, motion carried.

2. AY 2018-19 Accomplishments & Challenges – Dr. Mónica Torres

- Key Discussion Points: M. Torres provided a summary of some of the accomplishments and challenges the college faced in academic year 2018-19. The following items were highlighted.
- Curriculum & Instruction – New certificate and associate degrees (Building Construction Technology, Cyber Security, Game Development, and Medical Assisting); successful program reaccreditations (Fire Science & Automotive); Nursing Assistant program – reaffirmation of compliance with the State; Math pathways; iPad technology being used in more classrooms and programs; DACC Online; Skills USA Nationals; Adult Education students meeting next level gains (up 10%); and truck driving instruction/preparation for CDL program.
 - Student Support – Avanza (Kellogg grant services to south County); high school equivalency testing at Gadsden; College Schedule (allowing advisors more time with students); 2nd year of Early Scholar program (~80 students); and using case management advising.
 - Administrative Infrastructure – Technology audit (campus-wide); 2019-26 Master Facilities Plan; preparations for 2019 GO Bond election; faculty salary study; and Federal Civil Rights compliance review (as a recipient of Carl D. Perkins funding).
 - Funds Development – new scholarships; major events (golf tournament, Presidents’ gala, scholarship dinner); grants (Kellogg, NSF HSI STEM); and collaborations with NMSU.
 - Publicity – 18 news releases and 82 news stories about DACC or mention DACC) in print; stronger social media presence (Facebook, Twitter, Instagram, LinkedIn, and YouTube).
 - Collaborations – Dental Hygiene projects, Creative Media/Film Las Cruces; dual credit Blended Senior Year pilot at Santa Teresa High School; outreach project with Aprendamos; and MOU with Community Action Agency.
 - Personnel – new staff in key positions; staff engaged outside of the college; and faculty staff in key leadership positions in the NMSU system.
 - Credentials Earned – 432 certificates; 1009 associate degrees.
 - Adjusting to new system chancellor and NMSU president; dual credit data summit on May 31, 2019.

Decision/Action:

- I. Ledesma provided more information on the Early Scholars Program through ENLACE. This is a yearlong orientation (online, non-credit Canvas course) which includes assignments and modules on topics such as Accuplacer placement testing, financial aid, career planning, and academic advising. This is a way for prospective students to get to know DACC better before attending. Students who complete the program receive a 3% tuition scholarship to DACC.
 - M. Torres and S. Wood will look into high school equivalency testing available completely online. Strong interest in the County.
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3. Board Announcements and Comments

Key Discussion Points:

- September 5, 2019 will be a Single Board meeting to approve Open Meetings Act. Regular meeting scheduled for November 7, 2019.
- DACC Commencement – Thursday, May 9, 2019. Honorary Degree Recipient (Paul Dulin) reception at 5:30 PM in Barbara Hubbard Room of Pan Am; line up at 6:15 PM for commencement. Board members attending commencement – Sra. Flores, R. Jaramillo, and L. Castillo.

Decision/Action:

None.

Adjournment: Motion to adjourn the meeting made by E. Garay; seconded by L. Castillo; no discussion, all in favor, motion carried. Meeting adjourned at 7:29 PM.

Respectfully submitted,



Daniel Castillo, Secretary
DACC Single & Advisory Boards