

# NEW MEXICO JUNIOR COLLEGE

## BOARD MEETING

Thursday, August 15, 2019  
Zia Board Room – Library  
1:30 pm

### AGENDA

- |   |                 |
|---|-----------------|
| A. Welcome  | Pat Chappelle   |
| B. Adoption of Agenda   | Pat Chappelle   |
| C. Approval of Minutes of July 18, 2019                                       | Pat Chappelle   |
| D. President's Report   | Kelvin Sharp    |
| E. New Business   |                 |
| 1. Monthly Expenditure Reports  | Dan Hardin      |
| 2. Monthly Revenue Report   | Dan Hardin      |
| 3. Oil and Gas Revenue Report   | Dan Hardin      |
| 4. Schedule of Investments  | Dan Hardin      |
| 5. Consideration of Research & Public Service Projects (RPSP) Funding         | Dan Hardin      |
| 6. Consideration of Request For Proposal #122 - Fire Alarm System Upgrade     | Dan Hardin      |
| 7. Consideration of Invitation To Bid #1094 – 1 Gigabit Internet/Fiber        | JoeMike Gomez   |
| 8. Consideration of Invitation To Bid #1095 – Workers' Compensation Insurance | JoeMike Gomez   |
| 9. Consideration of NMJC's College FasTTrak Program Proposal                  | Larry Sanderson |
| F. Public Comments  | Pat Chappelle   |
| G. Determination of Next Meeting  | Pat Chappelle   |
| H. Adjournment  | Pat Chappelle   |

**NEW MEXICO JUNIOR COLLEGE  
BOARD MEETING  
JULY 18, 2019  
MINUTES**

The New Mexico Junior College Board met on Thursday, July 18, 2019, beginning at 1:30 p.m. in the Zia Room of Pannell Library. The following members were present: Ms. Patricia Chappelle, Madam Chair; Mr. Ron Black, Secretary; Mr. Travis Glenn; Mrs. Mary Lou Vinson; and Mr. Hector Baeza. Mr. Manny Gomez and Ms. Evelyn Rising were absent.

Ms. Chappelle called the meeting to order and welcomed visitors and guests present: Dorothy Fowler, Hobbs News-Sun.

Upon a motion by Mr. Glenn, seconded by Mrs. Vinson, the agenda was unanimously adopted.

Upon a motion by Mrs. Vinson, seconded by Mr. Black, the Board unanimously approved the minutes of June 20, 2019.

***Under President's Report***, Mr. Luis Gomez, Professor/Director of Entertainment & Music Technology (ENMT), provided updates of the ENMT program. Mr. Gomez highlighted ENMT's summer program reporting two new programs were added, filmmaking and record making. Mr. Gomez presented a brief short film demonstration and record making demonstrations with significant discussion of the processes.

Professors of Cosmetology, Ms. Shelby Gowen and Ms. Andrea Lindner, provided Cosmetology Program updates. Ms. Gowen and Ms. Lindner reported the Cosmetology Program has been re-aligned to follow along with the New Mexico Board of Barbers and Cosmetologists. The re-alignment included multiple exit points for students allowing them to earn different certificates while in the program. This also allows the opportunity for students to work utilizing the certificates earned in the event they need to exit the program before completion. In addition, Ms. Gowen noted ACT Academy High School students now fall in line with the program. Ms. Gowen reported the program will soon be on a pivot point online system where students are provided with iPads including the eBooks required. With the growth of students in the program, training of new faculty has also become a priority. Ms. Lindner reported a significant adjustment of the Cosmetology Program is the change from a two-year program to a one-year program. Students beginning in August will be able to graduate within the summer session of the following year. In addition, eight-week enrollment blocks will also now be available allowing students who are not able to pass, to re-enroll. Ms. Lindner noted students are excited with the extended hours and reported nineteen students have graduated since February. Ms. Gowen and Ms. Lindner expressed their excitement with the construction of the new cosmetology area and are thankful for the opportunity to take the program to the next level.

Ms. Gayle Abbott, Director of Student Support Services, provided updates of the Student Support Services Department (SSS). She reported the goal of SSS is to increase the retention and graduation rates of SSS students and to provide a smooth transition to a bachelor's degree program. Ms. Abbott reported

the SSS program began in 1988 and noted at that time, 90% of the student population met the first generation low income and disabled requirements to be eligible for the program. To date, 88% of the student population met the same requirements. Students with the highest needs are accepted into the program, require extra services and help to overcome the mindset of poverty, insecurities with their learning disabilities, financial burdens, cultural barriers, and lack of family and social support. In May 2019, SSS graduated thirty-one low-income first generation SSS students and thirteen of those had learning disabilities. SSS focuses on student's unique strengths, weaknesses and talents. Ms. Abbott recalled two prior students who went on to receive master's degrees. Additional services include helping students to overcome test anxiety, provide workshops for self-esteem, and teach students how to interview for jobs. In addition, federal regulations mandate one on one tutoring in Math, Science and English. SSS works with students to help keep their GPA score as high as possible to assure a student keeps their financial aid and scholarship at NMJC and when they transfer. This service ties in with the grant objective of academic standing stating 68% of students will carry a 2.0 GPA or higher. SSS exceeds this with 84% to 85% of students in good academic standing each year. In addition, students are taken on campus tours to help them decide where they would like to transfer. Cultural or educational events, not seen locally per federal regulation, are included in the tour. Ms. Abbott reported the transfer rate this year was 86% exceeding the grant objective of 37%. A retention of approximately 95% has been consistent for over twenty years, never dropping below 91%. There are 1,049 SSS programs in the United States and funding is through highly competitive grant proposals. The Department of Education receives over 2,500 proposals and only half are funded. Winning grants receive funding for a five-year period, assuming the programs meet their objectives and perform well year after year. NMJC's SSS receives the highest funding of community colleges in New Mexico and was recently awarded \$308,799.00 for the 2019/2020 grant year beginning in September, the highest annual funding received to date. For the new grant this year, SSS will ask for the same amount yielding \$1.5 million to fund the grant cycle from 2020 to 2025. NMJC receives 8% with the remaining benefiting the SSS program. SSS currently has 185 students and services the highest number of students in the community colleges in the state. Mr. Glenn asked for confirmation that funding is based on performance of previous years. Ms. Abbott responded an annual report is submitted each year and objectives and numbers must be met. Ms. Abbott thanked the Board and the administration for the continued support of the SSS Program.

Mr. Charley Carroll, Director of Physical Plant, Mr. Ismael Zuniga, General Maintenance Worker and Mr. James Appel, Maintenance Worker, provided updates on NMJC campus projects. Mr. Carroll noted the Physical Plant at NMJC is responsible for over 200 acres and over 500,000 square feet of buildings. Responsibilities include maintenance and custodial operations, grounds, utilities, central mechanical plant, warehouse shipping and receiving, campus motor pool, vehicle maintenance, operational and capital renovation budgets, purchased goods and services for the physical plant, meeting New Mexico procurement codes, overseeing the campus renovations/construction, building renewal and replacement projects, ADA compliance, building code compliance and capital construction projects. Mr. Carroll noted without the hard work and dedication of his staff, it would not be possible to keep up with all of the responsibilities of the Physical Plant. Mr. Carroll reported the projects for the campus will be a drainage ditch along the baseball field, increase of the baseball field parking lot, installation of water softeners in the dorms/apartments, patching and painting of the dorms/apartments, installation of glass offices in Student Services, landscaping near the museum, work at the outdoor arena, installation of new HVA system in the track storage building, painting of offices in Heidel Hall, setup of the fair booth at the Lea

County Fair & Rodeo and hosting of the CES Regional meeting on August 1, 2019. Larger projects on the horizon are the installation of the fire alarm and emergency notification system and facility controls, construction of a new police academy, a bus storage building between Bob Moran and the warehouse, remodeling of McLean Hall into a cosmetology instructional salon to be completed by July 15, 2020, and the Caster Activity Center renovations to begin in March of 2020 to be completed by December, 2020. Mr. Carroll thanked the support of Dr. Sharp, the Board and for the funding provided.

Dr. Sharp provided Legislative Finance Committee (LFC) updates. He reported he attended an LFC Hearing in Cloudcroft, NM and reported the topic of discussions was of Southeastern New Mexico. Dr. Sharp provided the Board with documentation presented at the LFC Committee Hearing noting discussions included oil production, demographics, the projections in the future for oil and gas, Hobbs and the housing situation, infrastructure, highways in Eddy and Lea County and non-credit workforce training.

Dr. Sharp notified the Board two relatives, Mrs. Lissa Sharp and Ms. Lindsey Sharp, are currently employed by New Mexico Junior College as part-time employees. Mrs. Lissa Sharp currently teaches a water fitness class at the CORE and has taught a business and professional speech class and Mrs. Lindsey Sharp has been working in the social media platforms and in athletics.

***Under New Business,*** Dr. Sharp presented Retirement Resolutions for Elaine Gail Drennan for twenty years of service, LaRae Ellison for twenty years and five months of service, Marcia Galyean for twenty-seven years of service, Charles Gibbs for eight years and ten months of service, Katherine Goad for twenty-seven years of service, Lupe Johnston for seven years of service, Jackie McDonald for twenty-two years and nine months of service, Richard Morris for thirty-three years and six months of service, Patricia Sanderson for eighteen years of service, Melissa Simpson for five years of service and Susan Waters for sixteen years of service. Upon a motion by Mr. Black, seconded by Mrs. Vinson, the Board unanimously approved the Retirement Resolutions as presented.

Mr. Dan Hardin presented the June 2019 financial reports. Upon a motion by Mr. Glenn, seconded by Mr. Baeza, the Board unanimously approved the Expenditure Report for June 2019. In addition, the Revenue Report, Oil and Gas Revenue Report, and Schedule of Investments Report were reviewed.

Mr. Dan Hardin presented the Fiscal Watch Report for the quarter ending on June 30, 2019. Upon a motion by Mr. Glenn, seconded by Mr. Black, the Board unanimously approved the report as presented.

Dr. Sharp presented the annual Board Policy Manual Revisions for approval. After a review of revisions presented, Madam Chair Chappelle noted revision to Policy No. 808, Fiscal and Support Services, Section II, Contracts, A. 1., came into question regarding the increase of expenditure for a change order from \$25,000.00 to \$100,000.00 with a suggestion made by Board Member, Mr. Manny Gomez, to decrease the amount to \$60,000.00. Dr. Sharp noted the increase to \$100,000.00 was for the anticipated future projects that could possibly come in with large change order costs. Dr. Sharp noted this would avoid delays and keep projects moving forward. Upon a motion by Mr. Glenn, seconded by Mr. Black, the Board unanimously approved the amended Board Policy Manual as presented.

Ms. Chappelle called for comments from the public. There being none, the next regular board meeting was scheduled for Thursday, August 15, 2019 beginning at 1:30 pm.

Upon a motion by Mrs. Vinson, seconded by Mr. Baeza, the board meeting adjourned at 2:55 pm.

---

Pat Chappelle, Chair

---

Ron Black, Secretary

# NEW MEXICO JUNIOR COLLEGE

Vice President for Finance

---

To: **New Mexico Junior College Board Members**  
From: Dan Hardin  
Date: August 9, 2019  
RE: Expenditure and Revenue Reports for July 2019

---

July is the first month of the 2019/2020 fiscal year. The total expended and encumbered for the month and year to date for July was \$2,635,263.00. Purchase orders that were in place at the end of FY 19, will be rolled over into FY 20. JoeMike Gomez, Purchasing Coordinator, will also set up new purchase orders for FY 20 for the normal recurring monthly expenditures such as the utilities. It appears that large sums of funds were expended in the month of July and will be spent in August, but a large portion of the amount expended is due to the encumbering of funds.

In current unrestricted funds for July, expenditures were \$1,659,776.00 for the month. Most of these expenses are the normal monthly payroll and benefit expenditures. As you can see as compared to FY 19 most areas track along with what was expended in July of last year. Internal Services (Computer Services, Motor Pool, & Document Center) have monthly credits posted to these departments.

Restricted funds expended \$56,916 for the month, most of which are normal expenditures for the grants along with student aid for the summer sessions. Year round pell began during the summer of 2018, more should show up in August.

The expenditures in the plant funds are mainly the encumbrances for construction projects.

The total year to date expenditures is \$2,635,263.00.

The Current Unrestricted Revenue generated in July 2019 was \$1,951,752.00. This consists of tuition and fees, the allocation from the State, Oil and Gas accrual of \$465,000.00 and auxiliary enterprises revenue. Registration for the FY 20 summer and fall semesters began in April, in August the deferred revenue from the tuition and fees will be posted. The Oil and Gas revenue in July is also different because the Oil and Gas revenue received in July is booked in the prior fiscal year, so we use the monthly accrual of \$465,000.00 for the Oil and Gas revenue in July. The Oil & Gas report is reporting the revenue that goes into FY 19. In July, the College received \$2,126,830.00 in Oil & Gas revenue for the month of April. There will be two more months of Oil & Gas revenue to be posted in FY 19.

---

The investment report shows no activity in the LGIP funds for the month of July with the ending balance remaining at \$24,593,127.00 and \$3,000,000.00 in Lea County State Bank CDARs. Total investments at the end of July is \$27,593,127.00.

As of the end of July, the College had \$27,423,204.94 in designated capital projects.

Josh Morgan and other Business Office personnel have been working diligently to get the 18/19 fiscal year end closed and prepare for the upcoming audit. The auditors were on campus the week of July 29th and they will be back on campus again the week of September 9th. Human Resources, Financial Aid, NMJC Foundation, and the Bookstore staff have also worked hard to provide information for the audit team. We appreciate these folks for their attention to detail and their professional and timely response to audit team questions.

This is the Financial Report for July 2019.

# NEW MEXICO JUNIOR COLLEGE

## Expenditure Report

### July 2019

8% of Year Completed

Fund	2018-19			2019-20			
	Final Budget	Year-to-Date Expended or Encumbered	Percentage of Budget Expended	Budget	Current Expended or Encumbered	Expended or Encumbered	Percentage of Budget Expended
<b>CURRENT UNRESTRICTED FUND</b>							
<b>Instruction and General:</b>							
Instruction	11,045,223	431,816	4%	11,164,306	519,463	519,463	5%
Academic Support	2,757,049	169,527	6%	2,428,049	213,558	213,558	9%
Student Services	2,095,643	126,465	6%	2,131,949	145,181	145,181	7%
Institutional Support	4,394,266	323,027	7%	4,448,578	354,567	354,567	8%
Operation & Maintenance of Plant	3,851,780	388,998	10%	3,865,271	413,601	413,601	11%
<b>Subtotal - Instruction &amp; General</b>	<b>24,143,961</b>	<b>1,439,833</b>	<b>6%</b>	<b>24,038,153</b>	<b>1,126,907</b>	<b>1,126,907</b>	<b>5%</b>
Research	907,233	85,181	0%	0	20,648	20,648	
Public Service	50,000	670	0%	50,000	253	253	0%
Internal Service Departments	151,334	(5,686)	-4%	92,356	4,280	4,280	5%
Student Aid	691,472	41,511	6%	685,880	64,488	64,488	9%
Auxiliary Enterprises	2,590,768	357,845	14%	2,102,655	317,114	317,114	15%
Athletics	1,993,976	49,598	2%	2,027,118	126,086	126,086	6%
<b>Total Current Unrestricted Fund</b>	<b>30,528,744</b>	<b>1,968,952</b>	<b>6%</b>	<b>28,996,162</b>	<b>1,659,776</b>	<b>1,659,776</b>	<b>6%</b>
<b>CURRENT RESTRICTED FUND</b>							
Grants	884,886	45,252	5%	910,875	45,328	45,328	5%
Student Aid	3,837,555	306,445	8%	3,853,901	11,588	11,588	0%
<b>Total Current Restricted Fund</b>	<b>4,722,441</b>	<b>351,697</b>	<b>7%</b>	<b>4,764,776</b>	<b>56,916</b>	<b>56,916</b>	<b>1%</b>
<b>PLANT FUNDS</b>							
<b>Capital Outlay / Bldg. Renewal &amp; Repl.</b>							
Projects from Institutional Funds	13,893,227	1,095,156	8%	27,423,205	918,571	918,571	3%
Projects from State GOB Funds	269,501	275,483	0%	4,702,500			0%
Projects from State STB Funds	111,257	114,064	0%	0			0%
Projects from General Fund	62,702		0%	792,000			0%
Projects from Private Funds			0%				0%
Projects from State ER&R	500,000	4,246	1%	332,720			0%
Projects from State BR&R	800,000	34,562	4%	597,281			0%
Subtotal - Capital and BR&R	15,636,687	1,523,511	10%	33,847,706	918,571	918,571	3%
<b>Debt Service</b>							
Revenue Bonds	0	0	0%	0			0%
<b>Total Plant Funds</b>	<b>15,636,687</b>	<b>1,523,511</b>	<b>10%</b>	<b>33,847,706</b>	<b>918,571</b>	<b>918,571</b>	<b>3%</b>
<b>GRAND TOTAL EXPENDITURES</b>	<b>50,887,872</b>	<b>3,844,160</b>	<b>8%</b>	<b>67,608,644</b>	<b>2,635,263</b>	<b>2,635,263</b>	<b>4%</b>

**NEW MEXICO JUNIOR COLLEGE**  
**Revenue Report**  
**July 2019**

8% of Year Completed

Fund	2018-19			2019-20			
	Final Budget	Year-to-date Revenue	Percentage of Budget Received	Budget	Current Revenue	Year-to-date Revenue	Percentage of Budget Received
<b>CURRENT UNRESTRICTED FUND</b>							
<b>Instruction and General:</b>							
Tuition and Fees	3,717,544	443,726	12%	3,887,000	527,979	527,979	14%
State Appropriations	5,805,900	478,259	8%	6,546,216	505,185	505,185	8%
Advalorem Taxes - Oil and Gas	17,622,322	465,000	3%	7,235,000	465,000	465,000	6%
Advalorem Taxes - Property	8,530,000		0%	8,530,000	0	0	0%
Interest Income	10,000		0%	10,000	0	0	0%
Other Revenues	246,400	5,711	2%	204,646	39,654	39,654	19%
<b>Subtotal - Instruction &amp; General</b>	<b>35,932,166</b>	<b>1,392,696</b>	<b>4%</b>	<b>26,412,862</b>	<b>1,537,818</b>	<b>1,537,818</b>	<b>6%</b>
Research			0%				0%
Public Service	0		0%				0%
Internal Service Departments	8,000	576	7%	9,302			0%
Auxiliary Enterprises	2,681,906	248,297	9%	2,685,015	357,326	357,326	13%
Athletics	459,815	37,341	8%	568,984	47,415	47,415	8%
<b>Total Current Unrestricted</b>	<b>39,081,887</b>	<b>1,678,910</b>	<b>4%</b>	<b>29,676,163</b>	<b>1,942,559</b>	<b>1,942,559</b>	<b>7%</b>
<b>CURRENT RESTRICTED FUND</b>							
Grants	884,886	46,203	5%	910,875			0%
Student Aid	3,837,555	304,571	8%	3,853,901	9,193	9,193	0%
<b>Total Current Restricted</b>	<b>4,722,441</b>	<b>350,774</b>	<b>7%</b>	<b>4,764,776</b>	<b>9,193</b>	<b>9,193</b>	<b>0%</b>
<b>PLANT FUNDS</b>							
Capital Outlay / Bldg. Renewal & Repl.							
Projects from State GOB Funds	269,501		0%	4,702,500			0%
Projects from State STB Funds	111,257		0%	0			0%
Projects from General Fund	62,702		0%	792,000			0%
Projects from Private Funds	0		0%				0%
Interest Income (LGIP)	305,000	23,019	8%	250,000			0%
<b>Total Plant Funds</b>	<b>748,460</b>	<b>23,019</b>	<b>3%</b>	<b>5,744,500</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b>GRAND TOTAL REVENUES</b>	<b>44,552,788</b>	<b>2,052,703</b>	<b>5%</b>	<b>40,185,439</b>	<b>1,951,752</b>	<b>1,951,752</b>	<b>5%</b>

# NEW MEXICO JUNIOR COLLEGE

## Oil and Gas Revenue Report

### June 2019

83% of Year Completed

		OIL		GAS		COMBINED		
Sales	Month of Distribution	Price per BBL	Lea County BBLs sold	Price per MCF	Lea County MCF sold	Monthly Revenue	2018-19 Original Budget	Variance Over (Under) Budget
Actual	July	\$56.15	11,392,196	\$3.96	38,449,318	1,751,427	465,000	1,286,427
Actual	August	\$53.48	12,001,561	\$4.08	39,538,035	1,812,473	465,000	1,347,473
Actual	September	\$51.50	12,127,678	\$4.25	38,366,913	1,660,585	465,000	1,195,585
Actual	October	\$52.27	15,142,498	\$3.88	40,180,187	1,885,677	465,000	1,420,677
Actual	November	\$47.12	13,499,458	\$3.52	35,170,806	1,642,107	465,000	1,177,107
Actual	December	\$39.77	14,526,397	\$3.15	38,393,710	1,500,298	465,000	1,035,298
Actual	January	\$40.37	14,616,530	\$3.74	37,258,313	1,569,732	465,000	1,104,732
Actual	February	\$46.88	13,228,523	\$3.29	37,821,419	1,631,890	465,000	1,166,890
Actual	March	\$54.04	15,474,355	\$2.89	41,841,625	2,002,305	465,000	1,537,305
Actual	April	\$59.86	14,692,085	\$2.44	38,579,523	2,126,830	465,000	1,661,830
Accrual	May					465,000	465,000	0
Accrual	June					465,000	465,000	0
Y.T.D. Production Tax Revenue						18,513,324	5,580,000	12,933,324
Y.T.D. Equipment Tax Revenue						2,372,389	1,655,000	717,389
<b>Total Year-to-Date Oil &amp; Gas and Equipment Tax Revenue</b>						<b>20,885,713</b>	<b>7,235,000</b>	<b>13,650,713</b>

*Source: New Mexico Taxation and Revenue Department*

# NEW MEXICO JUNIOR COLLEGE

## Schedule of Investments

### July 2019

8% of Year Completed

Financial Institution	Amount Invested	Account Number	Interest Rate	Interest Earned
State of New Mexico Local Government Investment Pool	24,593,127	7102-1348	2.450%	0
Plus deposits	0			
Less withdrawals	0			
Total LGIP investments	24,593,127			0
Lea County State Bank CDAR	3,000,000		2.30%	

Capital Project	7/31/2019
Vehicles	443,635.61
Campus Master Plan	98,747.75
Law Academy Building	300,000.00
Campus Vestibules	450,000.00
Technology Upgrade	551,536.42
JASI	10,379.95
WHM South Gallery	266,594.43
Baseball Field	262,196.34
Rodeo Arena	123,479.68
Fire Alarm Upgrade	987,437.64
Luminis Software	2,993.00
Landscaping	278,750.70
Smart Classrooms	251,144.20
Campus Signage	349,279.74
Dorm/Apartment Refurbish	137,151.69
Campus Construction	141,310.03
Oil & Gas Training	106,222.86
Public Sector	9,227.00
Campus Security	126,756.15
Lumens Software-Distance Learnig	5,000.00
Copier Replacement	60,373.49
Non-Recurring Compensation	750,000.00
Athletics	65,534.03
Student Life Programming	20,432.28
Succession Plan	52,014.15
WHM Exhibits	11,613.78
Track Upgrades	191,866.57
Driving Range Upgrades	700,000.00
McLean Hall Renovations	4,000,000.00
Cafeteria Upgrade	97,018.66
Channel 19 Upgrade	8,115.71
FERPA & Title IX	2,572.10
Equestrian Center	3,000,000.00
Bob Moran Upgrades	35,921.31
Turf Replacement	82,781.47
HVAC Software-Central Plant	1,908,705.44
Busing Support for Recruiting	5,872.30
HED Faculty Development	430.16
Caster Upgrades	11,153,332.33
Allied Health	373,124.35
Workforce Training Contingency	1,653.62
<b>Total</b>	<b>27,423,204.94</b>

---

---

# NEW MEXICO JUNIOR COLLEGE

Vice President for Finance

5317 Lovington Highway  
Hobbs, NM 88240  
Phone: (575) 492-2770  
Fax: (575) 492-2768

---

To: New Mexico Junior College Board members  
From: Dan Hardin  
RE: RPSP  
Date: August 9, 2019

---

Board members,

Each year New Mexico Junior College submits to the Higher Education Department the renewal request of the Research & Public Service Projects (RPSP) for the coming fiscal year. Below shows the funding allocated for FY 20 and the requested RPSP funding for fiscal year 2021:

	FY 20	FY 21
Athletics	\$568,984.00	\$568,984.00
Oil & Gas Training Center	\$171,300.00	\$176,200.00
Nurse Expansion	\$299,900.00	\$ 308,200.00
Lea County Distance Education Consortium	\$ 29,200.00	\$ 29,900.00
NMJC Community and Student Radio Station		\$ 50,000.00
<b>Total</b>	<b>\$1,069,384.00</b>	<b>\$1,133,284.00</b>

Today, the administration is asking for your approval to continue to request the RPSP funding from the Higher Education Department. The first RPSP request is for Athletics in the amount of \$568,984.00, next is Oil & Gas Training in the amount of \$176,200.00, the Nursing Expansion program in the amount of \$308,200.00, Lea County Distance Education Consortium for \$29,900.00, and a new request for the NMJC Community & Student Radio Station. The administration is asking that the HED restore the RPSP funding to the FY 16 funding level for Oil & Gas Training, Nurse Expansion, and LCDEC, and adding a new request for the radio station. Total RPSP funding in FY 20 is \$1,069,384.00, and the request for FY 21 is \$1,133,284.00 a difference of \$63,900.00.

Respectfully,  
Dan Hardin

**NEW MEXICO HIGHER EDUCATION DEPARTMENT**

**Research & Public Service Project (RPSP) and other Funding Requests**

**FY 2021**

**Print, sign, and submit packet to NMHED per instructions by 9/16/19**

**Institution:** New Mexico Junior College

**Primary Contact** Name and Title: Dan Hardin Vice President for Finance

Phone: 575 492 2770

Email: dhardin@nmjc.edu

**Governing Board Signature:**

Date:

08/15/19

**Institutional Rank (priority)**

**Program/Project Title**

**Request FY 21**

**New Program (X)**

1	Athletics	568,984.00	
2	Oil & Gas Training Center	176,200.00	
3	Nurse Expansion	308,200.00	
4	Lea County Distance Education Consortium	29,900.00	
5	NMJC Community and Student Radio Station	50,000.00	X
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
<b>Total Funding Request</b>		<b>\$ 1,133,284.00</b>	<b>1</b>

Please insert additional rows as necessary.

# NEW MEXICO JUNIOR COLLEGE

Vice President for Finance

5317 Lovington Highway  
Hobbs, NM 88240  
Phone: (575) 492-2770  
Fax: (575) 492-2768

---

To: New Mexico Junior College Board  
From: Dan Hardin  
RE: Fire Alarm Bid  
Date: August 9, 2019

---

Board Members,

In April of 2019, the Administration asked for your approval to take the Fire Alarm and Emergency Notification project to the Higher Education Department. At the May 8<sup>th</sup>, 2019 Higher Education Department Capital Projects Committee hearing, the HED approved the Fire Alarm and Emergency Notification project in the amount of \$1,908,000.00. Upon getting the approval from HED, the College with the guidance of Bridgers & Paxton put out a bid for the Fire Alarm and Emergency Notification project. The College received three bids:

	Base Bid	Bid Lot One	Total
Lynco	\$4,177,777.00	\$87,970.00	\$4,265,747.00
Theco	\$4,476,649.00		\$4,476,649.00
APIC	\$4,964,046.00	\$5,395.00	\$4,969,441.00

As you can see there is considerable difference in the amount approved by you as the New Mexico Junior College Board and the HED in the amount of \$1,908,000.00 and the low bid of \$4,265,747.00 received from Lynco Electric. This does not include gross receipts taxes. Bridgers & Paxton contacted Lynco to see if there could be some value engineering to bring down the cost of the project. The B&P engineers and Lynco Electric came to an agreement to extend the project from 540 days to 730 days, to use plenum rated cable that does not require conduit, and delete the requirement of conduit for vestibules for the total reduction in the bid of \$1,305,956.00 bringing the project cost down to \$2,959,791.00. The total project cost will be \$3,627,000.00, which includes the construction, engineering (160,000.00) contingency (290,000.00), Art in Public Places (29,000.00) and gross receipts taxes (188,000.00).

Funding for the project is as follows:

General Obligation Bonds (GOB)	\$ 859,000.00
General Fund allocation	\$ 400,000.00
<u>Institutional Funding (mill levy funds)</u>	<u>\$2,368,000.00</u>
Total	\$3,627,000.00

---

The administration is asking for your approval of the bid submitted by Lynco Electric from Las Cruces, allowing the administration to negotiate the scope and cost of the project. Also, the administration is asking for the Board's approval to move \$1,268,000.00 from FY 20 reserves in to the Fire Alarm Upgrade project.

If approved, then the Fire Alarm Upgrade project will have to go back to the Higher Education Department Capital Projects committee for the September 11<sup>th</sup> hearing, to get the increase in cost approved.

Respectfully,

Dan Hardin

---

# New Mexico Junior College

5317 Lovington Highway  
Hobbs, NM 88240

---

To: New Mexico Junior College Board  
From: JoeMike Gomez  
RE: Invitation to Bid #1094 – 1 Gigabit Internet Fiber

August 9, 2019

## Invitation to Bid #1094 – 1 Gigabit Internet Fiber

Public Notice: July 27<sup>th</sup>, 2019  
Hobbs News-Sun

<b>Bid Summary:</b>	<b>Price per year</b>	<b>3year Price</b>
Leaco	\$49,500	148,500
TDS	\$22,000	\$45,000
Granite	\$32,000	\$97,200

Recommendation for award:

<b>TDS</b>	<b>\$22,000</b>	<b>\$45,000</b>
------------	-----------------	-----------------

Sincerely,

JoeMike Gomez

---

---

# New Mexico Junior College

5317 Lovington Highway  
Hobbs, NM 88240

---

To: New Mexico Junior College Board  
From: JoeMike Gomez  
RE: Invitation to Bid #1095 – Workers' Compensation Insurance

August 9, 2019

## Invitation to Bid #1095 – Workers' Compensation Insurance

Public Notice: July 26<sup>th</sup>, 2019  
Hobbs News-Sun

<b>Bid Summary:</b>	<b>Base Premium Per Year</b>
Daniels Insurance Inc.	\$51,965
Recommendation for award:	
<b>Daniels Insurance Inc.</b>	<b>\$51,965</b>

Sincerely,

JoeMike Gomez

---

# College FasTTrak™

NMJC partnerships for student success

College FasTTrak™ links education partners who share a commitment to helping students finish their college education as quickly as possible at a cost that does not leave the student with a burden of debt.

This unique partnership goes well beyond traditional articulation agreements between community colleges and undergraduate institutions. Linking together K-12 systems, NMJC, and undergraduate baccalaureate colleges and universities, the College FasTTrak™ process connects with students as early as their junior year in high school. Through high-contact advising, clear articulation of degree pathways, and a commitment to reasonable costs, the partnership offers students an opportunity to complete their undergraduate education in as little as three years after high school.

College advising provided directly to high school students, comprehensive data-sharing protocols, well-articulated degree pathways, and collaboration are the foundations for this partnership of schools with one goal; student success.

**K-12 Partners:** organize direct access to high school students after their first semester of dual credit enrollment. NMJC advisers visit with students in their local schools and assist in the development of a formal degree plan that puts each student on a direct path to an NMJC Associates degree. At the same time, NMJC advisers will work with the student to determine their longer term objectives and help link them to their undergraduate college of choice. NMJC advisers have the ability to help high school students develop formal degree plans that articulate directly from dual credit, to NMJC, to the College FasTTrak™ partner. K-12 districts agree to enter into a robust data-sharing agreement that helps track students through the process, into college, and on to degree completion. These data also help the K-12 academic leadership develop a better understanding of the strengths and opportunities for improving their educational offerings.

**NMJC:** is the partner in the middle of the process. NMJC formally negotiates the partnership agreements and works to negotiate the best possible articulation of courses and financial support available from undergraduate institutions. NMJC provides the first-contact advising with high school students and is responsible for helping students develop the best pathway to achieve their college objectives. The JC will share data on student performance and outcomes with K-12 partners to help students be better prepared for college courses. NMJC may or may not be the first college stop for the newly graduated high school senior. NMJC's objective is to help students move seamlessly from high school to the JC or to another College FasTTrak™ partner with minimal effort and no loss of accumulated college credit.

**Undergraduate Partners:** commit to working out clear articulation agreements that accept the maximum possible number of credits from NMJC. College FasTTrak™ partners are committed to the three-year objective for baccalaureate degrees and work to create pathways that minimize the number of credits/semester needed to complete after the student transfers credits from NMJC. Undergraduate partners share data with NMJC that documents student success, supports reverse transfer of credits, and supports NMJC's active assessment of student learning. The undergraduate partners also work to provide meaningful financial support that reduces the direct tuition costs to individual students. The overall objective of the College FasTTrak™ program is to keep the total tuition costs for students under \$10,000 for a baccalaureate degree.