

NEW MEXICO JUNIOR COLLEGE  
BOARD MEETING

Thursday, April 16, 2026  
Zia Board Room - Pannell Library  
1:30 pm

AGENDA

- |  |                |
|--|----------------|
| A. Welcome   | Travis Glenn   |
| B. Adoption of Agenda  | Travis Glenn   |
| C. Approval of Minutes of March 12, 2026   | Travis Glenn   |
| D. President's Report  | Cathy Mitchell |
| E. Information Items   |                |
| 1. Retirement Resolutions  | Cathy Mitchell |
| 2. Monthly Expenditure Report  | Josh Morgan    |
| 3. Monthly Revenue Report  | Josh Morgan    |
| 4. Oil and Gas Revenue Report  | Josh Morgan    |
| 5. Schedule of Investments   | Josh Morgan    |
| F. New Business  |                |
| 1. Fiscal Watch Report   | Josh Morgan    |
| 2. Consideration of 2026-2027 Budget Recommendation  | Josh Morgan    |
| 3. Consideration to Present the Mansur Hall Renovation to HED  | Josh Morgan    |
| G. Public Comments   |                |
| H. Determination of Next Meeting   | Travis Glenn   |
| I. Closure of Open Meeting   |                |
| • Discussion of Limited Personnel Matters Pursuant to NMSA 1978 §10-15-1 H (2) concerning the annual review of the Interim President's Contract and the NMJC Presidential Search.  |                |
| • Discussion of the Purchase, Acquisition or Disposal of Real Property Pursuant to NMSA 1978 §10-15-1 H (8) concerning the purchase of real estate located on Millen Drive adjacent to Workforce Development and adjacent to 5419 N. Lovington Highway, Hobbs, New Mexico. |                |
| J. New Business (Continued)  |                |
| 4. Consideration of the NMJC Interim President's Contract  | Travis Glenn   |
| K. Adjournment   | Travis Glenn   |

NEW MEXICO JUNIOR COLLEGE  
BOARD MEETING  
MARCH 12, 2026  
MINUTES

The New Mexico Junior College Board met on Thursday, March 12, 2026, beginning at 1:30 pm in the Pannell Library, Zia Board Room. Mr. Travis Glenn, Board Chair; Mr. Hector Baeza, Board Secretary; Mr. David Rowser; Ms. Evelyn Rising; and Mr. Manny Gomez were present. Mr. Guy Kesner and Mrs. Erica Jones were absent.

Mr. Glenn called the meeting to order.

Upon a motion by Ms. Rising, seconded by Mr. Gomez, the Board unanimously approved the agenda.

Upon a motion by Mr. Gomez, seconded by Mr. Baeza, the Board unanimously approved the minutes of February 19, 2026.

***Under President's Report*** Mr. Deron Clark, Men's Head Track Coach Terry VanLaningham, and Women's Head Track Coach, Kathleen Raske-VanLaningham, introduced the NMJC National Champions, Men's and Women's Track Team, and shared their results from the Topeka, Kansas competition. In addition, Mr. Clark announced Coach Terry VanLaningham, was nominated the West Region Men's Track Coach of the Year and Coach Jeff Becker, Men's & Women's Cross Country/Half Marathon Coach, was nominated Assistant Track Coach of the Year.

Mrs. Shanna LaCount and Mr. CD Wilcox introduced three student athletes known as the Back 40 Team. The team will attend the Idaho Horse Expo in Boise, Idaho, in April 2026, where they will compete in the Road to the Horse Collegiate Colt Starting Challenge. This challenge was created to showcase three top-performing college or university teams, each composed of three full-time students. The event is designed to be educational, entertaining, and challenging, providing a platform for teams to demonstrate their unique approaches to starting young horses. Throughout the competition, each team's style and training philosophy will be highlighted, with the goal of enriching the knowledge and experience of both participants and spectators while promoting excellence in horsemanship and colt starting.

Mr. Lance Widner, Professor of Agriculture, provided an update on the recently hosted NMJC Thunderbird Classic FFA Invitational Career Development Event, held on February 28, 2026. He reported that 23 schools, representing approximately 450 students, participated on the NMJC campus. A total of 22 different contests were conducted across various campus locations. Participating schools included some from Clayton, other areas of New Mexico, Texas, and Lea County, with the majority of students coming from the eastern and southeastern regions of the state.

Mr. Will Thompson provided an Employees Report for transfers, promotions, and resignations. He reported NMJC currently has 11 open positions. No new filled positions were reported.

Mr. Steve Saucedo provided a Workforce Development update. He reported for FY26, the NM Gro Fund in the amount of \$473K utilized for scholarships for the Workforce Development Programs, has been fully distributed to 309 students. In addition, the PSP Funding in the amount of \$200K utilized as scholarship funding for students in the Permian Basin interested in taking CDL training, has been fully distributed to 94 students. Since 2024, scholarships from the Growth Fund and the PSP Funding have awarded \$1.146 million in scholarships benefiting 689 students. In addition, since 2022, through various funds, Workforce Development has awarded \$172,370 in scholarships to 290 students. Mr. Gomez asked if the distribution for FY27 is known. Mr. Saucedo responded the funding distribution for FY27 remains uncertain at this time.

Dr. Charley Carroll provided a Construction and Cost Management Update. He reported on the completion of the Heidel Hall Building anticipated for April 15, 2026, the Phase 2 Site Improvements to be completed in October of 2027, the press box and the show horse barn to be completed in April and November of 2026, and various other construction projects on the NMJC campus.

President Mitchell reported the Higher Education Department has provided a preliminary approval to move forward with the purchase of the hospital property.

President Mitchell reported the Higher Learning Commission (HLC) has provided a draft of the Accreditation Report for review. She reported the draft has been reviewed with minor errors and will be submitted back to HLC on Friday, March 13, 2026.

President Mitchell provided an update on a Student Retention and Achievement Report provided by the Office for Institutional Research, Planning, and Effectiveness. She reported NMJC achieved a 77.1% one-semester retention rate for the first-time degree-seeking freshmen from fall 2023 to spring 2024, nearly an 8% above the national community college average of 69.8%. She stated this indicates NMJC is doing well in student retention, and acknowledged the efforts from faculty, staff, and student services.

President Mitchell reported NMJC received correspondence from the National Center of Education Statistics noting the annual IPEDS report to the center was submitted approximately three weeks ahead of schedule. President Mitchell stated the center has expressed their appreciation to Dr. William Brown for the early submission. She thanked Dr. Brown for his efforts.

***Under Information Items*** President Mitchell presented a Retirement Resolution to Eric J. Garcia, who has elected to retire on March 1, 2026 with fourteen years and eight months of service. The Board thanked Mr. Garcia for his years of dedication and service to NMJC.

Mr. Rowser reported the Board Finance Committee met on March 2, 2026. He reported the committee elected Mr. Guy Kesner to serve as the chairman of the Board Finance Committee. He further noted additional discussion included budget requests, state funding, salary study, the implementation of the Education Success Endowment Fund, and ideas for improving campus food.

Mr. Josh Morgan introduced Mr. Nathaniel Wurster to provide an update of the Comprehensive Facilities Master Plan by Dekker Architects. Mr. Wurster, an Urban Planner with Dekker Architects, noted the purpose of the master plan is to establish a road map for the future growth of the campus and to help prioritize which facilities should be built, renovated, or replaced and where those facilities should be located. The plan provides a long-range strategy that guides decision making as NMJC evolves over time. In addition, it includes five guiding principles; cohesive campus, people-centered core, integrated learning environments, resilience, and strategic growth. Mr. Wurster proceeded with a brief update on the project's progress with next steps to refine the draft master plan including plans to hold a public open house on Thursday, April 2, 2026 on the NMJC campus.

Mr. Morgan presented the Expenditure Report, Revenue Report, Oil & Gas Revenue Report, and the Schedule of Investments Report for February 2026.

***Under New Business*** Mr. Morgan introduced Mr. Paul Garcia from CRI CPA's and Advisors to present the FY June 30, 2025 Audit Report on NMJC, the NMJC Foundation and the New Horizons Foundation (NHF). The audit process involved the planning work, fieldwork, and exit conferences for the financials and single audit report. The audit report included an unmodified opinion (the best opinion available) on the financial statements, and a Negative Assurance for NMJC, the NMJC Foundation, and NHF on the GAGAS Report on Internal Control Over Financial Reporting and on Compliance and Other Matters. The Uniform Guidance Report on Major Programs and on Internal Control over Compliance received an

Unmodified Opinion with no findings noted. Upon a motion by Mr. Rowser, seconded by Mr. Gomez, the Board unanimously approved the FY June 30, 2025 Audit Report as presented.

Mr. Glenn presented consideration of future travel for NMJC Board Members to attend the ACCT Leadership Conference on October 21 - 24, 2026 in Chicago, Illinois. Upon a motion by Mr. Baeza, seconded by Mr. Gomez, the Board unanimously approved this request.

Dr. Stephanie Ferguson and Mrs. LaCount provided consideration to change the Classification of Instructional Programs Code (CIP Code) for the Equine Industry & Training AAS from Agriculture to Equine Studies. Dr. Ferguson stated the change is necessary to accurately track and report data related to the Equine Studies Program. Approval from the Board is required to request the change from the Higher Education Department and to make the necessary updates. Upon a motion by Mr. Gomez, seconded by Ms. Rising, this request was approved.

Mr. Glenn called for comments from the public. Mr. Morgan requested a moment to thank the Computer Services Department for the success of the audit noting the IT Department (Cyber Security) has become a significant part of the annual audit.

The NMJC Board Work Session was scheduled for Thursday, April 2, 2026 at 1:30 pm in the Zia Board Room. The next Regular Board Meeting was scheduled for Thursday, April 16, 2026 at 1:30 pm in the Zia Board Room.

Mr. Baeza moved the Board go into closed session for the discussion of limited personnel matters pursuant to NMSA 1978 §10-15-1 H (2) for the discussion of the annual review of the Interim President, the possible review of the Interim President's Contract, and the Presidential Search. Mr. Gomez seconded the motion. The Board will reconvene in open session at the conclusion of the closed session. The roll call was as follows: Mr. Rowser - yes; Ms. Rising - yes; Mr. Baeza - yes; Mr. Gomez - yes; and Mr. Glenn - yes.

Upon reconvening in open meeting, Mr. Glenn stated the matters discussed in the closed meeting were limited only to those specified in the motion for closure.

Upon a motion by Mr. Rowser, seconded by Mr. Baeza, and by unanimous consent, the meeting adjourned at 4:59 pm.

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Travis Glenn, Chair

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Hector Baeza, Secretary

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# NEW MEXICO JUNIOR COLLEGE

## Vice President for Finance

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**To:** New Mexico Junior College Board Members  
**From:** Josh Morgan  
**Date:** April 8, 2026  
**RE:** March 2026 Financial Reports

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### Expenditure Report

March marks the ninth month of the 2025–2026 fiscal year. The Expenditure Report reflects year-to-date totals that include both actual expenditures and encumbrances. As of the end of March, total year-to-date expenditures and encumbrances stand at \$115,905,462.

#### **Current Unrestricted Funds:**

March expenditures total \$3,919,545 Year-to-date expenditures total \$36,810,033 representing 71% of the projected budget. The majority of these costs are associated with routine payroll and benefit expenses, including the 4% compensation increase. Internal Services (Computer Services, Motor Pool, and Document Center) have monthly credits applied to their accounts and will back within budget by year-end. Operations and Maintenance expenditures are higher than this time last year due to an increase in property insurance. Student Aid, Auxiliary, and Athletic expenditures are tracking as expected.

#### **Current Restricted Funds:**

March expenditures total \$183,304. Year-to-date expenditures total \$6,121,836. Grant-related spending is progressing as anticipated. The Business Office continues to monitor these expenditures closely and submits drawdown requests to the appropriate state and federal agencies. In student financial aid, disbursements have been made for the summer, fall, and spring semesters.

#### **Plant Funds:**

March expenditures and encumbrances total \$1,178,639. Year-to-date expenditures total \$72,973,593. Major capital projects in design or construction include:

- Heidel Hall Renovation (Construction)
- Bob Moran and Pannell Library Air Handler Replacements (Equipment on order)
- Baseball Press Box (Construction)
- Site Project – Phase II (Construction)

- Equine Education Center (Construction)
- Agricultural Education Facility (Construction)
- Indoor Rodeo Arena (Construction)
- Rodeo & Agricultural District Loop Road & Utilities (Construction)
- Mansur Hall Renovation (In-Design)
- Mary Hagelstein Renovation (In-Design)
- Campus Housing Unit (In-Design)

## **Revenue Report**

### **Current Unrestricted Revenue:**

Revenue received in March totaled \$5,223,844. This includes tuition and fees for the spring semester, the monthly state allotment, the monthly oil and gas production and equipment, property tax, and auxiliary revenue. Year-to-date revenues total \$82,034,557.

### **Restricted Revenue:**

Revenue for grants and student aid totaled \$139,728 in March. Year-to-date revenues total \$5,723,517.

Grants revenue consists of drawdown of funds for Student Support Services, Adult Education, and SBDC.

Student aid revenue consists of NM Student Incentive Grant, NM Lottery Scholarship, NM Teacher Preparation Scholarship, NM Opportunity Scholarship, NM State Work Study, NM High Demand State Work Study, Federal Pell Grants, Federal Direct Loan Program, and Federal Supplemental Educational Opportunity Grant.

### **Plant Fund Revenue:**

Plant Fund revenue for March totaled \$2,962,070, consisting of the recognition of the private grant revenue from Lea County for the purchase of Covenant Hospital of \$1,750,000, and the interest earnings from LGIP and LCSB CDARS. Year-to-date Plant Fund revenues total \$16,158,813.

### **Overall Revenue:**

Total revenue for March was \$8,325,642. Year-to-date revenues total \$103,916,887.

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## **Oil and Gas Revenue Report**

The Oil & Gas Report reflects the sixth month of revenue for FY26. In March, the College received \$3,292,905 in oil and gas production revenue for December 2025. The months of January through March each reflect the monthly accrual amount of \$1,064,583.

Including these three months of accruals, total Oil and Gas Production and Equipment Tax revenue through March is \$50,288,268.

The oil and gas production revenue of \$3,292,905 that was received this month reflects a larger-than-anticipated decline, as we had expected only a slight decrease based on softening trends; however, after consultation with Lea County—who experienced the same issue—we believe there may be an error in the distribution amount, which has been referred to the Taxation and Revenue Department for review. We will follow up with a report once a response is received.

## **Investment Report**

At the beginning of March, the College held a balance of \$335 million in the Local Government Investment Pool (LGIP). There was no activity during the month. Interest earnings for March totaled \$1,055,636, reflecting a net yield of 3.660%. We are beginning to see rates decline due to the recent Federal Reserve actions. The Federal Reserve reduced interest rates by 25 basis points in September, October, and December.

The College also holds \$50 million in CDARs through Lea County State Bank. Interest earned on these accounts in March was \$156,434.

As of March 31, \$268,507,615 is allocated to capital projects.

The NMJC Educational Success Endowment Fund has been allocated \$50 million, as of March 31. The fund is established to be retained for long-term investment with a view toward providing long-term stability and funding for the operations of NMJC. The formal resolution creating the endowment can be changed or canceled in the future. The fund constitutes a restricted fund of NMJC into which funds may be deposited from time-to-time, as determined by the Board. Earnings from the investment may be budgeted and appropriated by the NMJC Board for expenditures to support the operations of NMJC in furtherance of providing educational services or may be reinvested in the fund. The Board may, by resolution, adopt additional rules and regulations regarding the investment and expenditure of the earnings of the fund.

# NEW MEXICO JUNIOR COLLEGE

## Expenditure Report

### March 2026

75% of Year Completed

Fund	2024-25			2025-26			
	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	15,418,806	10,416,210	68%	16,025,655	1,206,519	10,134,251	63%
Academic Support	3,623,118	2,588,636	71%	3,653,581	251,610	2,401,294	66%
Student Services	4,482,875	3,198,086	71%	4,364,948	382,422	3,251,942	75%
Institutional Support	8,657,077	6,092,836	70%	8,755,533	636,880	6,309,889	72%
Operation & Maintenance of Plant	6,916,756	4,511,348	65%	6,729,458	629,113	4,890,434	73%
<b>Subtotal - Instruction &amp; General</b>	<b>39,098,632</b>	<b>26,807,116</b>	<b>69%</b>	<b>39,529,175</b>	<b>3,106,544</b>	<b>26,987,810</b>	<b>68%</b>
Internal Service Departments	276,722	200,974	73%	238,571	(7,553)	398,697	167%
Student Aid	1,567,616	959,515	61%	1,050,880	9,821	940,678	90%
Auxiliary Enterprises	4,941,194	3,704,564	75%	4,191,877	429,977	3,692,826	88%
Athletics	6,377,452	4,447,552	70%	6,529,645	380,756	4,790,022	73%
<b>Total Current Unrestricted Fund</b>	<b>52,261,616</b>	<b>36,119,721</b>	<b>69%</b>	<b>51,540,148</b>	<b>3,919,545</b>	<b>36,810,033</b>	<b>71%</b>
<b>CURRENT RESTRICTED FUND</b>							
Grants	1,060,978	667,916	63%	1,170,304	113,731	920,176	79%
Student Aid	5,632,647	4,930,580	88%	5,337,000	69,573	5,201,660	97%
<b>Total Current Restricted Fund</b>	<b>6,693,625</b>	<b>5,598,496</b>	<b>84%</b>	<b>6,507,304</b>	<b>183,304</b>	<b>6,121,836</b>	<b>94%</b>
<b>PLANT FUNDS</b>							
<b>Capital Outlay / Bldg. Renewal &amp; Repl.</b>							
Projects from Institutional Funds	310,353,226	54,856,692	18%	297,437,390	905,775	66,897,736	22%
Projects from State GOB Funds	28,956	1,034	4%	86,237	-	14,623	17%
Projects from State STB Funds	888,536	659,321	74%	229,215	-	-	0%
Projects from General Fund	2,545,000	1,125,000	44%	4,395,901	-	3,383,497	77%
Projects from Other State Funds	550,690	468,882	85%	857,524	21,627	71,677	8%
Projects from Private Funds	1,750,000	-	0%	2,912,450	-	571,333	0%
Projects from State BR&R I&G	820,799	564,876	69%	1,628,019	178,869	1,187,882	73%
Projects from State BR&R Non I&G	-	-	0%	1,000,000	62,414	512,111	51%
Projects from State IR&R	-	-	0%	750,000	9,954	16,469	2%
Projects from State ER&R	1,385,259	462,815	33%	1,330,852	-	318,265	24%
Subtotal - Capital and BR&R	318,322,466	58,138,620	18%	310,627,588	1,178,639	72,973,593	23%
<b>Debt Service</b>							
Revenue Bonds	-	-	0%	-	-	-	0%
<b>Total Plant Funds</b>	<b>318,322,466</b>	<b>58,138,620</b>	<b>18%</b>	<b>310,627,588</b>	<b>1,178,639</b>	<b>72,973,593</b>	<b>23%</b>
<b>GRAND TOTAL EXPENDITURES</b>	<b>377,277,707</b>	<b>99,856,837</b>	<b>26%</b>	<b>368,675,040</b>	<b>5,281,488</b>	<b>115,905,462</b>	<b>31%</b>

# NEW MEXICO JUNIOR COLLEGE

## Revenue Report

### March 2026

75% of Year Completed

**2024-25**

**2025-26**

Fund	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	4,562,200	4,665,730	102%	4,500,000	82,827	4,533,710	101%
State Appropriations	9,608,816	7,801,920	81%	8,744,600	1,432,329	7,994,056	91%
Advalorem Taxes - Oil and Gas	85,349,512	55,764,268	65%	17,675,000	3,346,866	50,288,568	285%
Advalorem Taxes - Property	14,470,153	14,168,869	98%	14,500,000	192,222	15,362,514	106%
Other Revenues	197,600	181,559	92%	321,536	1,381	123,947	39%
<b>Subtotal - Instruction &amp; General</b>	<b>114,188,281</b>	<b>82,582,346</b>	<b>72%</b>	<b>45,741,136</b>	<b>5,055,625</b>	<b>78,302,795</b>	<b>171%</b>
Internal Service Departments	29,910	29,904	100%	-	-	1,725	0%
Auxiliary Enterprises	3,363,318	3,175,388	94%	3,000,000	67,014	3,224,012	107%
Athletics	608,550	510,817	84%	722,630	101,205	506,025	70%
<b>Total Current Unrestricted</b>	<b>118,190,059</b>	<b>86,298,455</b>	<b>73%</b>	<b>49,463,766</b>	<b>5,223,844</b>	<b>82,034,557</b>	<b>166%</b>
<b>CURRENT RESTRICTED FUND</b>							
Grants	1,023,893	697,579	68%	1,141,804	109,728	921,004	81%
Student Aid	5,632,647	4,584,664	81%	5,337,000	30,000	4,802,513	90%
<b>Total Current Restricted</b>	<b>6,656,540</b>	<b>5,282,243</b>	<b>79%</b>	<b>6,478,804</b>	<b>139,728</b>	<b>5,723,517</b>	<b>88%</b>
<b>PLANT FUNDS</b>							
Capital Outlay / Bldg. Renewal & Repl.							
Projects from State GOB Funds	28,957	3,000	10%	82,237	-	-	0%
Projects from State STB Funds	888,536	602,632	68%	229,215	-	-	0%
Projects from General Fund	2,545,000	-	0%	4,395,901	-	2,664,985	61%
Projects from Private Funds	1,750,000	1,750,000	0%	2,489,000	1,750,000	3,012,450	121%
Interest Income (LGIP & CDARs)	14,289,465	10,634,555	74%	2,400,000	1,212,070	10,481,378	437%
<b>Total Plant Funds</b>	<b>19,501,958</b>	<b>12,990,187</b>	<b>67%</b>	<b>9,596,353</b>	<b>2,962,070</b>	<b>16,158,813</b>	<b>168%</b>
<b>GRAND TOTAL REVENUES</b>	<b>144,348,557</b>	<b>104,570,885</b>	<b>72%</b>	<b>65,538,923</b>	<b>8,325,642</b>	<b>103,916,887</b>	<b>159%</b>

# NEW MEXICO JUNIOR COLLEGE

## Oil and Gas Revenue Report

### March 2026

75% of Year Completed

		OIL		GAS		COMBINED		
Month of	Sales	Price per BBL	Lea County BBLs sold	Price per MCF	Lea County MCF sold	Monthly Revenue	2025-26 Original Budget	Variance Over (Under) Budget
Distribution								
Actual	July	\$65.77	37,509,882	\$2.17	162,366,064	6,140,575	1,064,583	5,075,992
Actual	August	\$62.72	35,536,525	\$1.79	163,969,884	6,031,117	1,064,583	4,966,534
Actual	September	\$61.87	36,475,612	\$1.77	137,599,287	5,528,354	1,064,583	4,463,771
Actual	October	\$58.41	37,758,065	\$1.76	134,089,040	5,384,410	1,064,583	4,319,827
Actual	November	\$57.62	35,024,124	\$1.62	150,687,918	4,958,237	1,064,583	3,893,654
Actual	December	\$54.85	34,331,101	\$2.10	136,018,511	3,292,905	1,064,583	2,228,322
Actual	January					1,064,583	1,064,583	0
Accrual	February					1,064,583	1,064,583	0
Accrual	March					1,064,583	1,064,583	0
Accrual	April						1,064,583	(1,064,583)
Accrual	May						1,064,583	(1,064,583)
Accrual	June						1,064,583	(1,064,583)
Y.T.D. Production Tax Revenue						34,529,347	12,774,996	21,754,351
Y.T.D. Equipment Tax Revenue						15,759,221	2,750,000	13,009,221
<b>Total Year-to-Date Oil &amp; Gas and Equipment Tax Revenue</b>						<b>50,288,568</b>	<b>15,524,996</b>	<b>34,763,572</b>

# NEW MEXICO JUNIOR COLLEGE

## Schedule of Investments

### March 2026

75% of Year Completed

Financial Institution	Amount Invested	Account Number	Interest Rate	Interest Earned
<b>State of New Mexico</b>				
Local Government Investment Pool	335,000,000	7102-1348	3.660%	1,055,636
Plus deposits	-			
Less withdrawals	-			
<b>Total LGIP investments</b>	<b>335,000,000</b>			<b>1,055,636</b>
<b>Lea County State Bank CDAR</b>				
2 Yr. 07/25/24 - 07/23/26	1,000,000	1029404077	4.270%	3,804
2 Yr. 08/01/24 - 07/30/26	1,000,000	1029441436	4.260%	3,791
2 Yr. 08/08/24 - 08/06/26	1,000,000	1029475756	4.310%	3,835
1 Yr. 08/25/25 - 08/27/26	12,000,000	1031761359	3.790%	38,696
1 Yr. 09/04/25 - 09/03/26	12,000,000	1031796403	3.750%	38,259
1 Yr. 09/18/25 - 09/17/26	8,000,000	1031879643	3.510%	23,841
2 Yr. 09/04/25 - 09/02/27	3,000,000	1031796462	3.550%	9,054
2 Yr. 09/11/25 - 09/09/27	2,500,000	1031836197	3.530%	7,498
2 Yr. 09/18/25 - 09/16/27	4,200,000	1031879651	3.420%	12,196
2 Yr. 09/25/25 - 09/23/27	1,900,000	1031931734	3.420%	5,514
3 Yr. 09/04/25 - 08/31/28	1,000,000	1031796497	3.520%	2,993
3 Yr. 09/11/25 - 09/07/28	500,000	1031836219	3.500%	1,487
3 Yr. 09/18/25 - 09/14/28	900,000	1031879678	3.390%	2,590
3 Yr. 09/25/25 - 09/21/28	1,000,000	1031931696	3.390%	2,876
<b>Total Lea County State Bank CDAR</b>	<b>50,000,000</b>			<b>156,434</b>

<b>Capital Project</b>	<b>3/31/2026</b>
Vehicles	459,254.35
Campus Master Plan	127,162.01
WHM North Gallery Renovation	500,000.00
Softball Field	500,000.00
National Track Meet	145,765.00
Technology Upgrade	265,757.83
Fire Alarm Upgrade	573.38
Website Upgrade	175,793.10
Std Ctr & Bob Moran Roof Replacement	1,500,000.00
Site Improvements - Phase 1	2,420,369.60
Workforce Development	72,195.12
Higher Learning Commission	57,974.26
Public Sector	50,000.00
Campus Security	118,941.34
Copier Replacement	104,165.95
Non-Recurring Compensation	773,658.48
Athletics	252.75
Succession Plan	189,094.80
WHM Exhibits	55,338.94
Track Upgrades	53,900.00
Indoor Rodeo Arena Expansion	13,028,560.48
Watson Hall Renovation	169,367.49
Industrial Training Center	43,345.75
Heidel Hall Renovation	8,368,474.48
Campus Housing Unit	79,128,869.53
Cafeteria Construction	19,983,808.72
Mansur Hall Remodel	9,346,494.50
Mary Hagelstein Remodel	12,568,150.25
Campus Wide Access Control	260,442.23
Dorm/Apartment Furniture Replacement	500,095.84
CORE	1,500,000.00
Quality of Life (ENMT)	245,000.00
Indoor Athletic Facility	50,000,000.00
WHM Exterior Improvements	76,702.92
Bob Moran & Pannell Library Air Handler	1,139,501.75
Perimeter Security Fencing	2,673,806.29
Rodeo Feed/Livestock	123,922.17
Rodeo Improvements	448,004.12
Equine Education Center	7,707,134.72
Campus-Wide Wireless Access Points	152,593.65
Site Improvements - Phase 2	18,418,607.54
Covenant Hospital	7,079,978.70
Baseball Field Press Box	436,875.12
John Shepherd Administration Renovation	1,717,997.70
Agricultural Education Facility	10,939,076.72
Rodeo & Ag Ed District Loop Road & Utils	12,378,341.43
Hobbs Health Walk	2,500,000.00
Workforce Training Contingency	2,266.67
<b>Total</b>	<b>\$268,507,615.68</b>

<b>Board Restricted Fund</b>	<b>3/31/2026</b>
Educational Success Endowment Funds	\$50,000,000.00

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**NEW MEXICO JUNIOR COLLEGE**  
**Vice President for Finance**

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**To: New Mexico Junior College Board Members**  
**From: Josh Morgan**  
**Date: April 8, 2026**  
**RE: Quarterly Financial Action Report**

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To comply with the HED (Higher Education Department) mandate that each College Board approve a quarterly financial action statement, attached is the Quarterly Action Statement for the quarter ending on March 31, 2026. This disclosure notifies you as the NMJC Board as well as the HED to any financial problems that might not be evident with an income and expense report. The College has made all required payments, payroll, and scheduled payments to vendors. Please approve the Quarterly Financial Action Report as of March 31, 2026.

Respectfully,



Josh Morgan

## QUARTERLY FINANCIAL ACTION REPORT

Fiscal Year 26

Today's Date: 04-08-2026

Period (check one)

1st quarter \_\_\_\_\_

2nd quarter \_\_\_\_\_

3rd quarter X

4th quarter \_\_\_\_\_

Institution: New Mexico Junior College

### DURING THE TIME PERIOD COVERED BY THIS REPORT, DID YOUR INSTITUTION:

(1) Request an advance of state subsidy? Yes: \_\_\_\_\_ No: X

(2) Fail to make its required payments, as scheduled, to appropriate retirement system(s)?

Yes: \_\_\_\_\_ No: X

(3) Fail to make its payroll payments, as scheduled?

Yes: \_\_\_\_\_ No: X

(4) Fail to make its scheduled debt service payments?

Yes: \_\_\_\_\_ No: X

(5) Fail to make payments to vendors, as scheduled, due to a cash deficiency or a substantial deficiency in the payment processing system?

Yes: \_\_\_\_\_ No: X

(6) Relative to its original budget for the fiscal year, experience any actual or anticipate any projected financial changes (such as unbudgeted decreases in revenues or unbudgeted increases in expenditures) that will result in a substantially reduced year-end fund balance or larger deficit this fiscal year?

Yes: \_\_\_\_\_ No: X

If the answer to any of the above is "Yes," please describe in a separate document: (i) the reason for the occurrence, (ii) the actions taken by your institution to resolve this particular occurrence, and (iii) the actions taken by your institution to prevent events such as this from occurring again.

In addition, if the answer to number 6 is "Yes," please describe in a separate document the nature of the financial changes and describe and assess the impact that the changes will have on your institution's planned year-end financial position.

New Mexico Higher Education Department  
Institutional Finance Division  
Quarterly Financial Certification Template

Please complete and sign the following certification form and submit with Quarterly Financial Statements and Quarterly Financial Actions Report.

I certify that I believe the information provided in the attached (a) Financial Statements, and (b) Financial Actions Report, for the:

1<sup>st</sup> \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ 3<sup>rd</sup>  4<sup>th</sup> \_\_\_\_\_ Quarter, FY 26

are correct as of the date indicated below, and that

New Mexico Junior College

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has a functioning financial accounting system that captures assets, liabilities, revenues, and expenditures on a timely basis, and the Governing Board receives timely notification of any significant actual or projected variances between budgeted and actual revenues and expenditures.

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Travis Glenn, Board Chair

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Cathy Mitchell, Interim President

  
Josh Morgan, Vice President for Finance

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# NEW MEXICO JUNIOR COLLEGE

## Vice President for Finance

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**To:** New Mexico Junior College Board Members  
**From:** Josh Morgan  
**Date:** April 8, 2026  
**RE:** FY27 Budget

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**Board Members,**

Thank you for the time and thoughtful consideration you devoted to the FY27 Operating Budget and Capital Project requests during the Board Budget Workshop held on April 2, 2026. The purpose of that workshop was to provide the Board with a comprehensive review of the proposed FY27 budget, underlying assumptions, revenue outlook, expenditure priorities, and capital project requests in advance of formal action.

### **Budget Items Reviewed During the Board Budget Workshop**

During the workshop, the administration presented and reviewed the following:

#### **FY27 Operating Budget**

- Projected Revenues: \$52,754,585
- Projected Expenditures: \$52,741,671
- Included the state-mandated 1 percent compensation increase effective July 1, 2026

**Capital Project Requests** Capital project requests presented at the workshop totaled \$65,506,291 and included projects across campus safety, facilities renewal, technology, athletics, housing, and long-term strategic reserves.

**Renewal and Replacement Requests:** Renewal & Replacement requests presented at the workshop totaled \$1,750,000 and included funding for I&G Building, Non-I&G Buildings, and Equipment.

### **Post-Workshop Revisions to the Budget**

Following the Board Budget Workshop, the administration is requesting approval of the FY27 budget as reviewed, with the following limited revisions:

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- 1. Operating Budget Adjustment**

A \$12,000 budget line was inadvertently omitted from the Institutional Support operating budget presented at the workshop. The inclusion of this item results in a revised FY27 Operating Budget total of \$52,753,671.

- 2. Capital Project Adjustment – Mansur Hall Renovation**

The capital funding request for the Mansur Hall Renovation project has been reduced by \$4,000,000 due to New Mexico Junior College receiving General Obligation Bond funding in that amount. As a result, a lower level of institutional funding is required for this project. This adjustment reduces the total Capital Project request from \$65,506,291 to \$61,506,291.

## **Compensation Considerations Requested by the Board**

The FY27 Operating Budget presented during the workshop includes the required state-mandated 1% compensation increase. During the workshop, the Board requested that the administration evaluate the cost of additional compensation options for consideration at this meeting.

Based on that request, the estimated incremental costs (including associated benefits) are as follows:

- 2% compensation increase: approximately \$254,000
- 3% compensation increase: approximately \$508,000
- 4% compensation increase: approximately \$762,000

If the Board elects to approve a compensation increase greater than 1%, the administration will increase the FY27 Oil & Gas Production Tax revenue budget by the corresponding amount to maintain a balanced budget.

## **Requested Board Actions**

At this meeting, the administration respectfully requests the Board's consideration and approval of the following actions:

- 1. Approval of the FY27 Operating Budget in the amount of \$52,753,671, which reflects the budget reviewed during the Board Budget Workshop and includes the addition of the \$12,000 budget adjustment in Institutional Support.**
- 2. Approval of the revised Capital Project requests totaling \$61,506,291, reflecting the \$4,000,000 reduction to the Mansur Hall Renovation project associated with General Obligation Bond funding.**
- 3. Approval of the FY27 Renewal and Replacement allocations totaling \$1,750,000.**

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4. Direction from the Board regarding compensation, including confirmation of the 1% increase or approval of an alternative 2%, 3%, or 4% compensation adjustment, with corresponding adjustments to the Oil & Gas Production Tax revenue budget if applicable.

We appreciate the Board's continued guidance and support, and we look forward to your direction as we move toward final adoption of the FY27 budget.

**NEW MEXICO JUNIOR COLLEGE  
SUMMARY OF CURRENT FUND REVENUES**

	Original Approved FY26 Budget	Proposed FY27 Budget	Increase (Decrease) FY27 Budget
<b>REVENUES</b>			
Tuition & Fees	4,500,000	5,100,000	600,000
State Government Appropriations	8,744,600	9,137,000	392,400
Property Tax	14,500,000	16,331,212	1,831,212
Oil & Gas Production Tax	12,775,000	13,563,191	788,191
Oil & Gas Equipment Tax	4,900,000	4,900,000	-
Interest	2,400,000	-	(2,400,000)
Miscellaneous	321,536	-	(321,536)
Internal Service Departments	-	-	-
Student Aid	-	-	-
Auxiliary Enterprises	3,000,000	2,971,368	(28,632)
Athletics	722,630	750,900	28,270
<b>TOTAL EXPENDITURES</b>	<b>51,863,766</b>	<b>52,753,671</b>	<b>889,905</b>

**NEW MEXICO JUNIOR COLLEGE  
SUMMARY OF CURRENT FUND EXPENDITURES**

	Original Approved FY26 Budget	Proposed FY27 Budget	Increase (Decrease) FY27 Budget
<b>EXPENDITURES</b>			
Instruction	15,836,848	16,279,880	443,032
Academic Support	3,604,999	3,620,585	15,586
Student Services	4,289,862	4,519,920	230,058
Institutional Support	8,651,800	8,952,865	301,065
Operation & Maintenance	6,620,741	7,319,306	698,565
Internal Service Departments	214,661	218,282	3,621
Student Aid	1,050,880	1,050,880	-
Auxiliary Enterprises	4,172,500	4,207,762	35,262
Athletics	6,471,514	6,584,191	112,677
<b>TOTAL EXPENDITURES</b>	<b>50,913,805</b>	<b>52,753,671</b>	<b>1,839,866</b>

**NEW MEXICO JUNIOR COLLEGE  
CAPITAL OUTLAY  
FISCAL YEAR 2027**

<b>Institutional Capital Outlay:</b>	<b>Fund</b>	<b>Master Plan</b>	<b>Transfer Request</b>
Campus Master Plan	91006	MP	(83,087.00)
Technology Upgrade	91501	IT	850,000.00
Baseball Field Improvements	91508		2,200,000.00
Fire Alarm Upgrade	91516	MP	(573.38)
Website Upgrade	91528	IT	350,000.00
Site Improvements - Phase 1	91538	MP	(1,000,000.00)
Accreditation	91548		100,000.00
Campus Security	91551	EP	130,000.00
Copier Replacement	91558	IT	60,000.00
Non-Recurring Compensation	91560		1,400,000.00
WHM Exhibits	91570		110,000.00
Track Upgrades	91575		1,000,000.00
New Horizons Foundation	91582		450,000.00
Industrial Training Center	91599	MP	(43,345.75)
Heidel Hall Renovation	91600	MP	(3,000,000.00)
Student Housing Unit	91603	MP	22,200,000.00
Mansur Hall Renovation	91605	MP	(4,000,000.00)
Mary Hagelstein Remodel	91606	MP	2,500,000.00
Campus Wide Access Control	91607		40,000.00
Central Plant Expansion	91613	MP	11,000,000.00
Indoor Athletic Facility	91617		(50,000,000.00)
WHM Exterior Improvements	91619	MP	(76,702.92)
Rodeo Feed/Livestock	91623		250,000.00
Campus Wide Wireless Access Points	91626	MP	(100,000.00)
John Shepherd Administration Renovation	91635	MP	8,250,000.00
Caster Gym Floor Replacement	91641		220,000.00
Caster Gym Scoreboard	91642		200,000.00
Stabilization Reserve	91998		18,500,000.00
Educational Success Endowment Fund	91999		50,000,000.00
<b>TOTALS</b>			<b>61,506,290.95</b>

**NEW MEXICO JUNIOR COLLEGE  
RENEWAL & REPLACEMENT  
FISCAL YEAR 2027**

<b>Institutional Renewal &amp; Replacement:</b>	<b>Fund</b>	<b>Transfer Request</b>
Building I&G	93001	600,000.00
Building Non I&G	93002	800,000.00
Equipment	93114	350,000.00
<b>TOTALS</b>		<b>1,750,000.00</b>

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## **NEW MEXICO JUNIOR COLLEGE**

### **Vice President for Finance**

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**To: New Mexico Junior College Board Members**

**From: Josh Morgan**

**Date: April 8, 2026**

**RE: Mansur Hall Renovation**

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Board Members,

The Administration is asking for your approval to take the Mansur Hall Renovation project to the Higher Education Department for approval at the May 13, 2026 New Mexico Higher Education Department Capital Projects hearing.

The Mansur Hall renovation will modernize the 15,499-square-foot academic building using the CMAR delivery method. Construction is anticipated to begin in July 2026 with construction lasting approximately 12 months.

The project includes full abatement and comprehensive infrastructure upgrades, including new plumbing, electrical, data, fire suppression, lighting, and ceiling systems. Three exterior entrances will be removed to improve interior space efficiency, and impacted areas will be restored with durable terrazzo flooring. Energy-efficient upgrades, including new glazing, exterior window louvers, and high-efficiency plumbing and lighting fixtures, will improve comfort and reduce operational costs.

Interior spaces will be reconfigured to support flexible, modern learning environments, including enhanced classrooms, collaborative spaces, faculty offices, and student support areas. As the most heavily used instructional building on campus, Mansur Hall plays a critical role in supporting humanities programs offered throughout the day and evening. The renovation is designed to increase adaptability, support future enrollment growth, enhance the student experience, and contribute to improved engagement and retention.

The construction estimate for the Mansur Hall Renovation project was developed by NMJC's Construction Manager at Risk, Bradbury Stamm Construction, using Dekker Perich & Sabatini Architects 90% construction documents. Bradbury Stamm solicited pricing from a number of key subcontractors as a part of this process.

The estimated construction cost for the Mansur Hall renovation is \$6,153,402, as prepared by Bradbury Stamm Construction. This amount is supplemented by a separate abatement estimate of \$77,511 and an additional \$200,000 estimate for security camera and access

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control systems, resulting in a total construction cost of \$6,430,913. A construction contingency of \$643,091, equal to 10 percent of the total estimated construction cost, is included and is consistent with New Mexico Higher Education Department allowances for renovation projects to address unforeseen conditions.

In addition to construction costs, the overall project budget includes soft costs consisting of architectural and engineering fees of \$765,184, project administration costs of \$28,000, surveys and commissioning expenses of \$75,000, furniture and equipment totaling \$750,000, and IT/AV systems estimated at \$230,000. The budget also includes \$40,000 for Art in Public Places, as required under the grant agreement associated with the General Obligation Bond funding, as well as gross receipts tax in the amount of \$437,812.

Collectively, these components result in a total project cost of \$9,400,000.

Funding for this project will come from \$4,000,000 in GOB funds and \$5,400,000 in Institutional Funds. There are \$5,675,000 Institutional funds allocated for the Mansur Hall Renovation.

**We are requesting the board's approval of the Mansur Hall Renovation estimated at \$9,400,000. Upon your approval, we will present to the HED Capital Outlay Committee on May 13.**

**NEW MEXICO HIGHER EDUCATION DEPARTMENT**  
**2044 Galisteo Street, Suite 4, Santa Fe, NM 87505-2100**

**CAPITAL PROJECT TRANSMITTAL SUMMARY SHEET**

Complete this summary sheet and include with project submittal. The deadline to submit project documents can be found on the NMHED Annual Calendar of Events at <http://www.hed.state.nm.us/institutions/resources.aspx>. In order to ensure your project will be considered, it must be uploaded by the deadline to the link found at the following web address: <https://cptss.hed.state.nm.us/app>

Institution: New Mexico Junior College

Date: 04/13/2026

1. Project title: Mansur Hall Renovation
2. HED meeting date when project consideration is requested: 05/13/2026
3. Contact person: Josh Morgan Phone: 575-492-2771  
Email: [jmorgan@nmjc.edu](mailto:jmorgan@nmjc.edu)
4. Required forms for project categories (5.3.10 and 2.70.4 NMAC):
  - a) Construction, Alterations, or Demolition (All Forms)
  - b) Revenue Bond Forms (1, 1-A, 4, 5, 6)
  - c) Property Acquisition – Purchase, Lease, or Donation (Forms 1, 1-A, 3, 4, 5, 6)
  - d) Property Disposition – Sale or Trade (Forms 1 and 6)
5. A site plan or plat, as-builts or completed preliminary floor plan drawings, including elevations, with each space identified as to function. (Required for all project categories)
6. Supporting Documentation for Funding Sources. (Required for project category a, b, and c)
7. Certificate of Adequate Parking. (Only required for new construction and property acquisition)
8. Evidence of Energy Measures (Required for project category a and c)
9. Form 1 – Project Information
10. Form 1-A – Institutional and General Information
11. Form 2 – Space Information
12. Form 3 – Estimated Utilities Costs
13. Form 4 – Proposed Project Costs
14. Form 5 – Proposed Project Square Footage and Funding Sources
15. Form 6 – Certification by Governing Board
16. Completed Presenter Information Sheet

**NEW MEXICO HIGHER EDUCATION DEPARTMENT**  
**FORM 1: PROJECT INFORMATION**

Spell out and define all acronyms

**Institution:** New Mexico Junior College

**Original:**  **Date:** 04/13/2026

**Project title:** Mansur Hall Renovation

**Revision:**  **Date:**

**Location of Facility:** New Mexico Junior College Campus

**Age of Facility:** 1967

**Date of Last Improvement:** 2023

**Types of Space within Facility:** Instructional and offices

**Gross Square Footage of Facility:** 15,499

**Gross Square Footage Offset:** N/A

**General Nature of Use and User Groups within Facility:**

Facility enhancements: Walls will be removed and added to create innovative and collaborative learning spaces. This facility is supported by faculty offices, restrooms and custodial/maintenance closets. The overall design strategy centers on aligning the facility with appropriate and purposeful functions. Mansur Hall is specifically configured to support humanities programs, accommodating a high volume of instructional activity throughout both daytime and evening hours. Notably, more classes are conducted in Mansur Hall than in any other facility on campus. The building serves a broad user population, including faculty and a diverse student body. A guiding principle of the design is adaptability and responsiveness to change. The proposed renovation will enable NMJC to expand its personnel capacity in support of both current needs and anticipated enrollment growth. The facility is planned to comfortably support its users across the full span of daily academic sessions. Learning environments will include enhanced traditional classrooms alongside newly integrated collaborative spaces, fostering a dynamic and flexible educational setting. To further support students, open study areas and thoughtfully designed seating promote engagement and academic vitality. Collectively, these improvements are intended to enrich the student experience, promote engagement, and ultimately contribute to increased student retention.



**Detailed Scope of Work and Impact to User Groups:**

**CMAR Procurement. Renovation of a 15,499 foot education building.**

**Infrastructure:** The facility will undergo a comprehensive abatement process prior to the start of construction. To enhance safety and optimize interior space, three existing entrances located on the northeast, east, and west will be removed. Plumbing systems will be reconfigured and replaced to support a redesigned restroom layout, as well as the relocation of the faculty break room and drinking fountains. Electrical and data infrastructure will be upgraded to accommodate the integration of advanced technologies throughout the building.

**Building:** Facia and stucco will be replaced with metal siding. Windows will be added, to increase daylight. Walls will be reconfigured to adhere to the new design. Additionally, new suspended ceiling systems with updated panels will be installed, accompanied by a redesigned fire suppression system and lighting scheme. Areas impacted by demolition for infrastructure access will be restored with terrazzo flooring to ensure a cohesive and durable finish.

**Energy efficient measures:** In addition to infrastructure, new glazing will be installed throughout the facility. Sun-exposed windows will receive louvers to mitigate direct heat. Plumbing and lighting fixtures will be upgraded to high efficient units.

**Impact to user groups:**

Integral to a variety of programs, learning spaces will be updated to more conventional environments for hands-on learning. Embedded are open study areas with gathering nooks to study, socialize.

**NEW MEXICO HIGHER EDUCATION DEPARTMENT**  
**FORM 1: PROJECT INFORMATION (con't)**

**Institution:** New Mexico Junior College

**Original:**  **Date:** 04/13/2026

**Project title:** Mansur Hall Renovation

**Revision:**  **Date:**

Description of why this project is needed and how it satisfies program needs/enrollment/mission:

Humanities are important to the community and are a foundation for NMJC as a process and mission for the College. As a stated mission: "Success through learning," directly correlates to advancing the student, therefore; enrollment, retention and completion. New Mexico Junior College prepares students for transfer as majors to four-year institutions, for careers in allied health positions, and for positions as technicians in many industries locally and regionally. New Mexico Junior College offers programs leading to the associates of arts or sciences degree as well as a variety of vocational and technical programs offering both degrees and certificates not often found at a four-year school.

Also, the renovation will create functional spaces while eliminating insecure areas. NMJC stands to fulfill its mission for success by offering the students with modern learning environments. Flexible and upscaled classrooms will now meet that demand. The original infrastructure is original and upgrading utilities will advance support to these learning spaces and enhance student experience.

Staff currently need adequate rooms to develop and deliver engaging curriculum and modernizing the instructor's and student's learning environment invests in their engagement of higher education and developing success. This development is a proactive approach to retention and completion, enabling NMJC's responsive duty to all stakeholders. These upgrades also establish a reference point for attracting new students, expanding user groups to the facility and ongoing workforce development; all visions for NMJC.

Describe the consequences of this project not receiving approval:

Failure to approve the renovation will directly undermine NMJC's mission of "Success through learning" by limiting the College's ability to provide modern, effective educational environments. Outdated infrastructure and inflexible classroom spaces will continue to hinder instructional quality, reducing student engagement and negatively impacting enrollment, retention, and completion rates. Without upgrades, faculty will lack the necessary tools and environments to deliver relevant, innovative curriculum, placing students at a disadvantage when transferring to four-year institutions or entering the workforce. Additionally, existing insecure and inefficient spaces will persist, creating potential safety concerns and limiting functional use of the facility. The absence of modernization will also weaken NMJC's competitiveness in attracting new students and expanding workforce development partnerships. As peer institutions continue to invest in updated facilities, NMJC risks falling behind, diminishing its role as a regional leader in education and training. Ultimately, not proceeding with the renovation delays critical improvements, restricts growth opportunities, and compromises NMJC's responsibility to effectively serve students, staff, and the broader community.

Was this project included in the annual Capital Outlay Plan submitted to HED. If yes provide year included. If not, provide reason why:

The Mansur Hall Renovation was first included on the annual Capital Outlay Plan in FY22. In FY 23 it was presented as NMJC's #1 prior project and was recommended for \$4M in 2024 GOB funding.

If this request was included in a previous recommendation for Legislative funding, provide information on differences from initial recommendation to current project request:

N/A

Provide detailed information on the impact this project will have on Operations and Maintenance budgets? What source of funding will be used to cover these costs?

The Mansur Hall renovation will install new, highly efficient LED lighting which will save energy and bulb replacement costs. All glazing will be replaced with modern materials adding extra efficiency to the facility. Exterior brick and 4-ply roofing will reduce short and long term maintenance, reducing ongoing costs. Low-flow plumbing fixtures will be installed throughout the building, helping to save costs. A new plumbing system in conjunction with upgrading the electrical and mechanical systems compared to current buildings will provide added working efficiency, energy savings, increasing safety, while limiting the amount of maintenance required. Overall, NMJC anticipates this building project will not exceed the current rate of cost per square foot (\$1.60); a positive effect on the College's Operating and Maintenance budgets.

**NEW MEXICO HIGHER EDUCATION DEPARTMENT  
FORM 1-A: INSTITUTIONAL AND GENERAL INFORMATION**

**Institution:** New Mexico Junior College

**Original:**  **Date:** 04/13/2026

**Project title:** Mansur Hall Renovation

**Revision:**  **Date:**

<b>Current Total On-Campus Enrollment – Fall Semester</b>	
Head Count: <u>2238</u>	FTE: <u>1539</u>
<u>5.5</u> % Growth from <b>previous year</b>	<u>13.4</u> % Average growth in previous <b>5-year period</b>

<b>Current Total Off-Campus Enrollment (web-based or Distance Ed., etc.) – Fall Semester</b>	
Head Count: <u>408.67</u>	FTE: <u>61</u>
<u>&lt;23.9&gt;</u> % Growth from <b>previous year</b>	<u>&lt;27.1&gt;</u> % Average growth in previous <b>5-year period</b>

<b>Tuition – Fall Semester</b>		
Current Tuition Per Credit Hour: \$ <u>40.00</u>	Current Tuition Per Semester: \$ <u>\$ 600.00</u>	
Month/year per semester tuition was last increased: <u>March / 2021</u>	Amount of last per semester tuition increase: \$ <u>15.00</u>	<u>3</u> % Change from last increase

<b>Program Enrollment Being Served by this Project – Fall Semester</b>	
Head Count: <u>1204</u>	FTE: <u>59</u>
<u>-4.4</u> % Growth from <b>previous year</b>	<u>10.7</u> % Average growth in previous <b>10-year period</b>

<b>Bonding Information</b> <b>(to be completed if local bond proceeds are used for project funding)</b>	
Assessed Valuation: _____	Month/year of most recent local bond issue: _____ / _____
Outstanding Debt: _____	
Available Capacity: _____	

<b>Project Schedule</b>	
Month/year proposed construction start date: <u>July / 2026</u>	Month/year proposed construction completion date: <u>June / 2027</u>

Comments:

Contingent upon the approval from the Higher Education Department, this project will begin in Summer 2026. The estimated time to complete



**NEW MEXICO HIGHER EDUCATION DEPARTMENT  
FORM 2: SPACE INFORMATION**

**Institution:** New Mexico Junior College

**Original:**  **Date:** 04/13/2026

**Project title:** Mansur Hall Renovation

**Revision:**  **Date:**

List the Net Assignable Square Feet (NASF) and Net Usable Square Feet (NUSF) of spaces to be constructed, altered, or demolished by this project. Definitions of classifications used below may be found in "Postsecondary Education Facilities Inventory and Classification Manual" (FICM) published by the U.S. Department of Education.

CLASSIFICATION CODE	TYPE OF SPACE	DEMO	NEW	ALTERATION	% OF NUSF (NEW & ALT)	
100	Classroom	0		6,669	0	
200	Laboratory	0		0	0	
300	Office	0		1,558	0	
400	Study	0		1,952	0	
500	Special	0	0		0	
600	General	0	0	623	0	
700	Support	0			0	
800	Health	0	0		0	
900	Residential	0	0		0	
<b>TOTAL NET ASSIGNABLE AREA (NASF)</b>		0	0	10,802	0	
WWW	Circulation Area	0		3,808	0	
XXX	Building Services Area	0		611	0	
YYY	Mechanical Area	0		278	0	
<b>TOTAL NONASSIGNABLE AREA</b>		0	0	4,697	0	<b>NIC SQ FT</b>
<b>TOTAL NET USABLE AREA (NUSF)</b>		0	0	15,499	0	
<b>TARE</b>		0	0	0		<b>TOTALS</b>
<b>TOTAL PROJECT GROSS SQUARE FEET</b>		0		15,499		15,499
<b>FINAL PROJECT GROSS SQUARE FEET</b>						15,499
<b>ORIGINAL BUILDING GROSS SQUARE FEET</b>						0
<b>FINAL BUILDING GROSS SQUARE FEET</b>						15,499
<b>FINAL BUILDING GROSS SQUARE FEET DIFFERENCE</b>						15,499

**NEW MEXICO HIGHER EDUCATION DEPARTMENT  
FORM 3: ESTIMATED UTILITY COSTS AND ENERGY EFFICIENCY MEASURES**

**Institution:** New Mexico Junior College

**Original:**  **Date:** 04/13/2026

**Project title:** Mansur Hall Renovation

**Revision:**  **Date:**

This form is designed to estimate the project's effect on current utilities costs, and to note submittal of supporting documentation related to Energy Saving Measures incorporated into the project.

FORMULA	CURRENT EXPENSES	PROJECTED ANNUAL EXPENSES AFTER COMPLETION	DIFFERENCE BETWEEN CURRENT AND PROJECTED (+ OR -)
Eligible GSF: 15,499 x \$3.75	\$ 24,798.00	\$ 24,798.00	\$ 0.00

Check applicable boxes below:

Space is non I&G  
(Comment Required)

Target Finder attached

LEED Checklist attached

Project Green Screen Features and Comments. Describe, in detail, the energy measures being implemented:

Renovation to this facility will install new, highly efficient LED lighting which will save energy and bulb replacement costs. Low-flow and plumbing fixtures will be installed throughout the building reducing water consumption. The replacing of the plumbing system and upgrading the existing electrical and mechanical systems will provide added efficiency and energy savings while limiting the amount of maintenance required. Roof insulation is R-32. Building has received a 93 Energy Star score.

Renovation square footage is 15,499 square feet. Heating and cooling is connected to the 4-pipe system from the NMJC Central Plant. Utility expense should be consistent with current rate or slightly less. Over the last five years, the utilities for New Mexico Junior College have been averaging \$1.60 per square foot for electricity, gas, water/sewer, and garbage.

**NEW MEXICO HIGHER EDUCATION DEPARTMENT  
FORM 4: PROPOSED PROJECT COSTS**

**Institution:** New Mexico Junior College

**Original:**  **Date:** 04/13/2026

**Project title:** Mansur Hall Renovation

**Revision:**  **Date:**

**I. PROJECT BUDGET**

EXPENDITURES	ITEMS INCLUDED IN TOTAL COST FOR EACH EXPENDITURE	ORIGINAL SUBMISSION		BUDGET REVISION
		NEW CONSTRUCTION	ALTERATIONS	
<b>A. Building Cost</b>				
1. General	Building Labor, Materials, All Signage, Material Testing & Seismic Testing		\$ 3,740,111.00	
2. Mechanical/Plumbing	Controls, Fire Suppression Systems, Test & Balance		\$ 941,792.00	
3. Electrical	Lighting Control Systems, Performance Testing		\$ 1,223,136.00	
4. Special Systems (voice, data, other)	Voice/Data, Wiring Performance Testing, Audio/Video infrastructure, Access Control, Security/Camera's, Fire Alarms		\$ 200,000.00	
5. Demolition	Interior Demo, HAZMAT & Abatement		\$ 325,874.00	
<b>BUILDING COST SUBTOTAL</b>		\$ 0.00	\$ 6,430,913.00	\$ 0.00
<b>B. Built-in Equipment</b>	Equipment permanently attached to building and/or infrastructure (Fume hoods, autoclaves, and lab casework)			
<b>C. Site Development</b>				
1. Utilities, Infrastructure	Utilities 5' beyond new building perimeter, relocations and tunnels			
2. Landscaping/Site Improvements	Free standing lighting, hardscapes, parking			
3. Demolition	Building, Site or Parking Removal			
<b>TOTAL CONSTRUCTION COST (T.C.C.)</b>		\$ 0.00	\$ 6,430,913.00	\$ 0.00

## NEW MEXICO HIGHER EDUCATION DEPARTMENT

D. Construction Contingency	Not more than 5% for new Construction or 10% for renovations of Total Construction Cost (T.C.C.)		\$ 643,091.00	
E. Professional Fees				
1. Architectural/Engineering	Planning, Programming, Design thru Construction and Specialized Services		\$ 765,184.00	
2. Project Administration	PM Fees, Construction Manager at Risk (CMAR) Pre-Construction Services, IT Admin Fees, Parking Mitigation, Consultant Services, Tax Segregation services fee, Project Reserve		\$ 28,000.00	
3. Surveys/Commissioning	Soils Reports, Environmental Reports, Structural Shear Reports		\$ 75,000.00	
F. Movable Equipment	FF&E		\$ 750,000.00	
G. Other	IT/AV Equipment		\$ 230,000.00	
H. Art in Public Places (1% of State Appropriation)	AIPP or N/A		\$ 40,000.00	
I. Gross Receipts Tax	GRT is Not Nested within Costs Above. Amount entered will be added to Total Project Budget		\$ 437,812.00	
J. Gross Receipts Tax	GRT is Nested within Costs Above. Amount entered is included in Total Project Budget			
<b>TOTAL PROJECT BUDGET</b>		\$ 0.00	\$ 9,400,000.00	\$ 0.00

**Comments:**

Provide information on how the above cost estimates were developed. If developed by an A/E firm, provide the name of the firm and method used for estimating. If developed by the institution, provide method used for estimating.

The cost estimate was developed by NMJC's Construction Manager at Risk, Bradbury Stamm Construction using Dekker Perich Sabatini's 90% construction documents. Bradbury Stamm solicited pricing from a number of key subcontractor's as a part of this process.



**NEW MEXICO HIGHER EDUCATION DEPARTMENT  
FORM 6: CERTIFICATION BY GOVERNING BOARD**

**Institution:** New Mexico Junior College

**Original:**  **Date:** 04/13/2026

**Project title:** Mansur Hall Renovation

**Revision:**  **Date:**

**ORIGINAL CERTIFICATION**

I hereby certify, on the basis of the information contained in Forms 1 through 5 of this capital project submittal and all attached supporting documentation, if appropriate, that the Governing Board approved the original submission of this project at its meeting on April 16, 2026.

**Certified:**

Cathy Mitchell

\_\_\_\_\_  
Printed Name of President/Chancellor

\_\_\_\_\_  
Signature

**REVISED SUBMISSION CERTIFICATION**

I hereby certify that the Governing Board approved this Revised Submission at its meeting on \_\_\_\_\_.

**Certified:**

\_\_\_\_\_  
Printed Name of President/Chancellor

\_\_\_\_\_  
Signature