NEW MEXICO JUNIOR COLLEGE
BOARD MEETING

Thursday, August 20, 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 July 16, 2026	Travis Glenn
D.	President's Report	Cathy Mitchell
E.	Information Items	
	1. Board Student Success Committee Meeting	Hector Baeza
	2. Board Facilities Committee Meeting	Guy Kesner
	3. Monthly Expenditure Report	Josh Morgan
	4. Monthly Revenue Report	Josh Morgan
	5. Oil and Gas Revenue Report	Josh Morgan
	6. Schedule of Investments	Josh Morgan
	7. Transfer of Surplus Furniture	Josh Morgan
F.	New Business	
	1. Consideration of Research & Public Service Projects Funding	Josh Morgan
	2. Consideration of the 200-Bed Student Housing Project for approval to present to the Higher Education Department.	Josh Morgan
	3. Request to Transfer Reserves to Capital	Josh Morgan
	4. Consideration of Agreement between ACCT and NMJC	Travis Glenn
G.	Public Comments	
H.	Determination of Next Meeting	Travis Glenn
I.	Adjournment	Travis Glenn

NEW MEXICO JUNIOR COLLEGE
BOARD MEETING
JULY 16, 2026
MINUTES

The New Mexico Junior College Board met on Thursday, July 16, 2026, beginning at 1:33 pm in the Pannell Library, Zia Board Room. Mr. Travis Glenn, Board Chair; Mr. Hector Baeza, Board Secretary; Mr. David Rowser; Mrs. Erica Jones, present via Zoom; Mr. Guy Kesner; and Mr. Manny Gomez were present. Ms. Evelyn Rising was absent.

Mr. Glenn called the meeting to order.

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

Upon a motion by Mr. Kesner, seconded by Mr. Gomez, the Board unanimously approved the minutes of June 18, 2026.

Under President's Report Mr. Will Thompson provided an Employees Report for new employees, transfers and promotions, resignations, and retirements. In addition, Mr. Thompson reported NMJC currently has 10 open positions.

Mrs. Amanda Baker provided an update on the 26th Annual NMJC Foundation Golf Tournament held on Saturday, June 6, 2026 at the Rockwind Community Links in Hobbs, NM. The tournament raised over $53,000 for scholarships, entered 46 teams, 92 players from various states, and 47 sponsors. Mrs. Baker reported that Lodger's Tax Assistance was provided this year, and the additional support helped fund upgraded professional sponsorship banners, signage, giveaways, entertainment, marketing efforts and promotional items.

President Mitchell provided a brief enrollment update. She reported summer enrollment was up 22% compared to last summer and fall currently up by 6.8% compared to this time last year.

The NMJC Board members provided brief updates of the annual NMJC Board Member training held on Monday, July 13, 2026 in Mescalero, New Mexico.

President Mitchell announced the appointment of Ms. Kayla Weaver as NMJC's new Director of Athletics. She further reported that Mr. Jake Deer has accepted the role of Assistant Director of Athletics. President Mitchell noted that both Ms. Weaver and Mr. Deer will be present at the next Board meeting.

Under Information Items Mr. Baeza provided an update of the items discussed at the Board Employees Committee Meeting held on Wednesday, June 10, 2026.

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

Under New Business Mr. Morgan presented the Fiscal Watch Report for the quarter ending June 30, 2026. Upon a motion by Mr. Kesner, seconded by Mr. Baeza, the Board unanimously approved the Fiscal Watch Report as presented.

Mr. Morgan presented a list of all inventory of chattels and equipment valued at over $5,000 for the Annual Fixed Asset Inventory Certification. Upon a motion by Mr. Gomez, seconded by Mr. Baeza, the Board unanimously approved the Fixed Asset Inventory Certification as presented.

President Mitchell presented consideration of the NMJC 2026-2031 Strategic Plan for approval. Following significant discussion, a motion made by Mr. Kesner, seconded by Mr. Rowser, the Board unanimously approved and adopted the New Mexico Junior College Strategic Plan 2026-2031, effective July 1, 2026, thereby superseding the Strategic Plan 2017-2022, which was extended through June 30, 2026.

President Mitchell presented the NMJC 2026 Campus-Wide Facilities Master Plan for consideration and approval. President Mitchell stated the campus-wide facilities master plan will provide guidance in future campus development, facility improvements, and capital planning, while serving as a clear flexible roadmap for advancing NMJC's mission and supporting student success, operational efficiency, and long-term sustainability. Mr. Rowser questioned if the master plan is intended as a five-year plan or a long-term plan. Mr. Morgan responded the plan prioritizes projects for development over the next five years, while also identifying long-term strategic projects that extend beyond that time period. He further noted the master plan is a living document that will be reviewed annually and may be adjusted as institutional priorities evolve. Mr. Gomez also noted some facility upgrades discussed a decade ago and continue to be relevant today. Mr. Kesner expressed concerns regarding the feasibility of a childcare facility, specifically mentioning staffing challenges and the potential for competition with private sector providers. Mr. Morgan acknowledged the stated concerns and the need for careful consideration before moving forward with such a project. In addition, President Mitchell further noted at this point, the childcare facility is currently included in the master plan as a low-priority placeholder. Upon a motion by Mr. Baeza, seconded by Mr. Gomez, the Board unanimously approved and adopted the New Mexico Junior College Campus-wide Facilities Master Plan as the official framework for the future campus development, facilities planning, and capital improvement initiatives.

Dr. Stephanie Ferguson presented consideration of the HB 156 - HED Mandate for Literacy Coordinator in Educator Preparation Programs for approval. With the passage of House Bill 156, New Mexico Public Education Department identified an urgent need for dedicated literacy coordinators to support the statewide transition to structured literacy instruction. To address this, $1 million dollars was appropriated to New Mexico Higher Education Department to establish literacy coordinator positions at all state higher education institutions with Educator Preparation Programs. Institutions offering education preparation programs leading to licensure were awarded an equal portion of the one-time funding in the amount of $90,909 per institution to support the hiring of a full-time Literacy Coordinator. To comply with the mandate and meet the qualifications required by the state, administration proposed the creation of a new full-time Literacy Coordinator position. Required qualifications include a master's or doctoral degree in education, literacy, or reading, along with a minimum of five years of experience as a classroom teacher, reading specialist or literacy coach. Administration requested approval to increase the salary budget by $137,427, consisting of $92,969 for the new Literacy Coordinator position and $44,458 for the Director of Education Programs position, and to increase the benefits budget by $58,000 for the two positions combined. Upon a motion by Mrs. Jones, seconded by Mr. Gomez, the Board unanimously approved to establish the Literacy Coordinator position, increase the salary budget by $137,427, and increase the benefits budget by $58,000 for the two positions combined.

Mr. Glenn called for comments from the public. There being none, the next regular board meeting was scheduled for August 20, 2026 beginning at 1:30 pm.

Upon a motion by Mr. Kesner, seconded by Mr. Rowser, and by unanimous consent, the meeting adjourned at 2:52 pm.

Travis Glenn, Chair	Hector Baeza, Secretary

NEW MEXICO JUNIOR COLLEGE
Vice President for Finance

To: New Mexico Junior College Board Members

From: Josh Morgan

Date: August 14, 2026

RE: July 2026 Financial Reports

Expenditure Report

July marks the first month of the 2026–2027 fiscal year. The Expenditure Report reflects year-to-date totals that include both actual expenditures and encumbrances. As of the end of July, total year-to-date expenditures and encumbrances stand at $67,984,789.

Current Unrestricted Funds:

July expenditures total $6,778,795 representing 13% of the projected budget. The majority of these costs are associated with routine payroll and benefit expenses, including the 4% compensation increase.

Several Instruction and General areas reflect higher expenditures early in the fiscal year due to the timing of costs associated with preparing for the academic semester, as well as annual maintenance and service agreements that are paid at the beginning of the contract period.

Operations and Maintenance is reflecting a larger share of expenditures during the first part of the year because the College's insurance premiums have been recorded for the premium period from July through March.

Internal Services (Computer Services, Motor Pool, and Document Center) have large early year expenditures but receive monthly credits applied to their accounts.

The Bookstore also experiences significant expenditures early in the fiscal year as inventory is purchased in advance of the start of each semester to ensure adequate stock and support student needs.

Student Aid and Athletic expenditures are in line with expectations.

Current Restricted Funds:

July expenditures total $133,400.

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. Grant expenditures include Student Support Services, Adult Education, and SBDC.

In student financial aid, disbursements have been made for the summer semester. Student aid expenditures consists of NM Lottery Scholarship, NM Teacher Preparation Scholarship, NM Opportunity Scholarship, Federal Pell Grants, and Federal Direct Loan Program.

Plant Funds:

July expenditures and encumbrances total $61,072,594 primarily reflecting encumbrances carried forward from FY26. Major capital projects in design or construction include:

- Heidel Hall Renovation (Construction)
- Bob Moran and Pannell Library Air Handler Replacements (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 (Construction)
- Old Hospital Demolition (Abatement)
- Mary Hagelstein Renovation (In-Design)
- Campus Housing Unit (In-Design)

Revenue Report

Current Unrestricted Revenue:

Revenue received in July totaled $5,237,203. This mainly includes tuition and fees, the state appropriation, the monthly oil and gas production taxes accrual, and auxiliary revenue. Deferred tuition and fee revenue from FY 26 for the summer and fall semesters was also posted at the beginning of FY 27.

Restricted Revenue:

Revenue for grants and student aid totaled $144,748 in July.

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

Student aid revenue consists of Edith Search Work Study and NM State Work Study.

Plant Fund Revenue:

Plant Fund revenue for July totaled $1,211,946. Revenue consisted of interest earnings from LGIP and LCSB CDARS.

Overall Revenue:

Total revenue for July was $6,593,897.

Oil and Gas Revenue Report

This report reflects revenue posted into FY26. Two additional months of oil and gas revenue remain to be recorded in FY26. The Oil & Gas Report reflects the tenth month of revenue for FY26. In July, the College received $8,665,053 in oil and gas production revenue for April 2026. The months of May through June each reflect the monthly accrual amount of $1,064,583.

Including these two months of accruals, total Oil and Gas Production and Equipment Tax revenue through June is $76,619,754.

Revenue remains strong, largely due to continued volatility and uncertainty in global energy markets, which have supported commodity prices. While current revenues exceed historical norms, management anticipates these amounts will moderate over time as market conditions stabilize. However, global energy markets remain unpredictable, and future revenues will continue to be influenced by fluctuations in commodity prices, production levels, and broader economic conditions.

Investment Report

At the beginning of July, the College held a balance of $333 million in the Local Government Investment Pool (LGIP). There was no activity during the month. Interest earnings for July totaled $1,054,386, reflecting a net yield of 3.657%.

The College also holds $50.16 million in CDARs through Lea County State Bank. The increase from $50.0 million to $50.16 million reflects the reinvestment of accrued interest and proceeds from maturing CDARs that were rolled into new investments. Interest earned on these accounts in July was $157,558.

As of July 2026, $228,922,636 is allocated to capital projects.

Board-restricted funds consist of $100 million allocated to the the NMJC Educational Success Endowment Fund and $18.5 million allocated to the Stabilization Fund as of July 2026.

The NMJC Educational Success Endowment 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
July 2026

8% of Year Completed

Fund	2025-26 Final Budget	2025-26 Year-to-Date Expended or Encumbered	2025-26 Percentage of Budget Expended	2026-27 Budget	2026-27 Current Expended or Encumbered	2026-27 Expended or Encumbered	2026-27 Percentage of Budget Expended
CURRENT UNRESTRICTED FUND							
Instruction and General:							
Instruction	15,836,848	1,174,895	7%	16,474,336	1,304,808	1,304,808	8%
Academic Support	3,604,999	390,888	11%	3,678,511	469,877	469,877	13%
Student Services	4,289,862	383,562	9%	4,516,533	576,863	576,863	13%
Institutional Support	8,651,800	1,175,184	14%	9,229,643	1,335,259	1,335,259	14%
Operation & Maintenance of Plant	6,620,741	1,442,941	22%	7,459,886	1,410,873	1,410,873	19%
Subtotal - Instruction & General	39,004,250	4,567,470	12%	41,358,909	5,097,680	5,097,680	12%
Internal Service Departments	214,661	250,761	117%	220,846	196,036	196,036	89%
Student Aid	1,050,880	293,560	28%	1,050,880	114,226	114,226	11%
Auxiliary Enterprises	4,172,500	476,071	11%	4,222,967	832,967	832,967	20%
Athletics	6,471,514	436,724	7%	6,662,069	537,886	537,886	8%
Total Current Unrestricted Fund	50,913,805	6,024,586	12%	53,515,671	6,778,795	6,778,795	13%
CURRENT RESTRICTED FUND							
Grants	916,252	87,963	10%	1,151,787	122,654	122,654	11%
Student Aid	5,337,000	362,713	7%	5,623,310	10,746	10,746	0%
Total Current Restricted Fund	6,253,252	450,676	7%	6,775,097	133,400	133,400	2%
PLANT FUNDS							
Capital Outlay / Bldg. Renewal & Repl.							
Projects from Institutional Funds	277,936,642	29,227,069	11%	234,338,565	56,261,316	56,261,316	24%
Projects from State GOB Funds	27,922	-	0%	4,016,279	3,992,938	3,992,938	99%
Projects from State STB Funds	229,215	-	0%	-	-	-	N/A
Projects from General Fund	2,295,901	1,075,901	47%	1,124,015	111,611	111,611	10%
Projects from Other State Funds	500,707	5,359	1%	321,264	4,457	4,457	1%
Projects from Private Funds	1,750,000	-	0%	32,486	-	-	0%
Projects from State BR&R I&G	1,123,468	440,535	39%	975,287	381,556	381,556	39%
Projects from State BR&R Non I&G	-	-	N/A	986,376	188,402	188,402	19%
Projects from State IR&R	-	-	N/A	677,904	2,795	2,795	0%
Projects from State ER&R	1,330,853	182,130	14%	1,035,049	129,519	129,519	13%
Subtotal - Capital and BR&R	285,194,708	30,930,994	11%	243,507,225	61,072,594	61,072,594	25%
Debt Service							
Revenue Bonds	-	-	0%	-	-	-	0%
Total Plant Funds	285,194,708	30,930,994	11%	243,507,225	61,072,594	61,072,594	25%
GRAND TOTAL EXPENDITURES	342,361,765	37,406,256	11%	303,797,993	67,984,789	67,984,789	22%

NEW MEXICO JUNIOR COLLEGE
Revenue Report
July 2026

8% of Year Completed

Fund	2025-26 Final Budget	2025-26 Year-to-date Revenue	2025-26 Percentage of Budget Received	2026-27 Budget	2026-27 Current Revenue	2026-27 Year-to-date Revenue	2026-27 Percentage of Budget Received
CURRENT UNRESTRICTED FUND							
Instruction and General:							
Tuition and Fees	4,500,000	2,125,472	47%	5,100,000	2,265,674	2,265,674	44%
State Appropriations	8,744,600	1,432,329	16%	9,378,522	758,073	758,073	8%
Advalorem Taxes - Oil and Gas	17,675,000	1,064,583	6%	19,190,139	1,190,845	1,190,845	6%
Advalorem Taxes - Property	14,500,000	-	0%	16,331,212	-	-	0%
Other Revenues	321,536	12,138	4%	35,000	27,414	27,414	78%
Subtotal - Instruction & General	45,741,136	4,634,522	10%	50,034,873	4,242,006	4,242,006	8%
Internal Service Departments	-	258	N/A	-	12	12	N/A
Auxiliary Enterprises	3,000,000	1,251,503	42%	2,971,368	934,966	934,966	31%
Athletics	722,630	101,205	14%	750,937	60,219	60,219	8%
Total Current Unrestricted	49,463,766	5,987,488	12%	53,757,178	5,237,203	5,237,203	10%
CURRENT RESTRICTED FUND							
Grants	916,252	53,441	6%	1,151,787	81,072	81,072	7%
Student Aid	5,337,000	509,046	10%	5,623,310	63,676	63,676	1%
Total Current Restricted	6,253,252	562,487	9%	6,775,097	144,748	144,748	2%
PLANT FUNDS							
Capital Outlay / Bldg. Renewal & Repl.							
Projects from State GOB Funds	-	-	N/A	4,016,279	-	-	0%
Projects from State STB Funds	-	-	N/A	-	-	-	N/A
Projects from General Fund	-	-	N/A	1,124,015	-	-	0%
Projects from Private Funds	-	124,000	N/A	-	-	-	N/A
Interest Income (LGIP & CDARs)	2,400,000	1,090,331	45%	-	1,211,946	1,211,946	N/A
Total Plant Funds	2,400,000	1,214,331	51%	5,140,294	1,211,946	1,211,946	24%
GRAND TOTAL REVENUES	58,117,018	7,764,306	13%	65,672,569	6,593,897	6,593,897	10%

NEW MEXICO JUNIOR COLLEGE
Oil and Gas Revenue Report
July 2026 for FY26

83% of Year Completed

		OIL		GAS		COMBINED		
Month of							2025-26	Variance
Sales	Distribution	Price per BBL	Lea County BBLs sold	Price per MCF	Lea County MCF sold	Monthly Revenue	Original Budget	Over (Under) Budget
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	$56.75	32,561,696	$2.14	131,307,452	5,906,348	1,064,583	4,841,765
Accrual	February	$60.34	32,416,569	$1.91	126,914,260	4,942,391	1,064,583	3,877,808
Accrual	March	$87.30	36,756,080	$2.38	137,247,128	7,881,977	1,064,583	6,817,394
Accrual	April	$95.70	37,015,186	$2.31	136,832,258	8,665,053	1,064,583	7,600,470
Accrual	May					1,064,583	1,064,583	0
Accrual	June					1,064,583	1,064,583	0

Y.T.D. Production Tax Revenue	60,860,533	12,774,996	48,085,537
Y.T.D. Equipment Tax Revenue	15,759,221	2,750,000	13,009,221
Total Year-to-Date Oil & Gas and Equipment Tax Revenue	76,619,754	15,524,996	61,094,758

NEW MEXICO JUNIOR COLLEGE
Schedule of Investments
July 2026

8% of Year Completed

Financial Institution	Amount Invested	Account Number	Interest Rate	Interest Earned
State of New Mexico Local Government Investment Pool	333,000,000	7102-1348	3.657%	1,054,386
Plus deposits	-			
Less withdrawals	-			
Total LGIP investments	333,000,000			1,054,386
Lea County State Bank CDAR				
2 Yr. 07/25/24 - 07/23/26	-	1029404077	4.270%	2,736
2 Yr. 08/01/24 - 07/30/26	-	1029441436	4.260%	3,596
2 Yr. 08/08/24 - 08/06/26	1,060,856	1029475756	4.310%	3,889
1 Yr. 08/25/25 - 08/27/26	12,000,000	1031761359	3.790%	39,180
1 Yr. 09/04/25 - 09/03/26	12,000,000	1031796403	3.750%	38,733
1 Yr. 09/18/25 - 09/17/26	8,000,000	1031879643	3.510%	24,117
2 Yr. 09/04/25 - 09/02/27	3,034,315	1031796462	3.550%	9,160
2 Yr. 09/11/25 - 09/09/27	2,300,105	1031836197	3.530%	6,905
2 Yr. 09/18/25 - 09/16/27	4,240,828	1031879651	3.420%	12,334
2 Yr. 09/25/25 - 09/23/27	1,917,233	1031931734	3.420%	5,576
2 Yr. 07/23/26 - 07/20/28	1,086,975	1033629679	3.960%	1,041
2 Yr. 07/30/26 - 07/27/28	1,086,767	1033669891	3.980%	232
3 Yr. 09/04/25 - 08/31/28	1,011,343	1031796497	3.520%	3,027
3 Yr. 09/11/25 - 09/07/28	505,306	1031836219	3.500%	1,504
3 Yr. 09/18/25 - 09/14/28	908,673	1031879678	3.390%	2,619
3 Yr. 09/25/25 - 09/21/28	1,008,991	1031931696	3.390%	2,909
Total Lea County State Bank CDAR	50,161,392			157,558

Capital Project	7/31/2026
Vehicles	176,604.35
Campus Master Plan	15,200.00
WHM North Gallery Renovation	500,000.00
Softball Field	500,000.00
National Golf Championship	28,793.02
Technology Upgrade	681,288.91
Baseball Field Improvements	2,200,000.00
Website Upgrade	477,821.35
Std Ctr & Bob Moran Roof Replacement	1,500,000.00
Site Improvements - Phase 1	1,278,476.54
Workforce Development	70,413.17
Higher Learning Commission	117,722.40
Public Sector	50,000.00
Campus Security	224,424.40
Copier Replacement	164,165.95
Non-Recurring Compensation	1,561,291.79
Succession Plan	173,126.40
WHM Exhibits	167,913.92
Track Upgrades	1,000,000.00
Indoor Rodeo Arena Expansion	10,833,796.43
Heidel Hall Renovation	1,055,395.23
Campus Housing Unit	99,214,969.33
Cafeteria Construction	19,978,667.53
Mansur Hall Remodel	4,991,683.89
Mary Hagelstein Remodel	14,987,617.19
Campus Wide Access Control	293,006.86
Dorm/Apartment Furniture Replacement	500,095.84
CORE	1,500,000.00
Quality of Life (ENMT)	245,000.00
Central Plant Expansion	3,500,000.00
Bob Moran & Pannell Library Air Handler	1,129,517.93
Perimeter Security Fencing	2,673,806.29
Rodeo Feed/Livestock	279,110.37
Rodeo Improvements	344,533.90
Equine Education Center	5,045,601.10
Campus-Wide Wireless Access Points	52,593.65
Site Improvements - Phase 2	11,938,106.48
Covenant Hospital	6,831,978.96
Baseball Field Press Box	55,778.21
John Shepherd Administration Renovation	9,967,997.70
Agricultural Education Facility	9,144,547.10
Rodeo & Ag Ed District Loop Road & Utils	10,549,323.61
Hobbs Health Walk	2,500,000.00
Caster Gym Floor Replacement	220,000.00
Caster Gym Scoreboard	200,000.00
Workforce Training Contingency	2,266.67
Total	$228,922,636.47

Board Restricted Fund	7/31/2026
Educational Success Endowment Funds	$100,000,000.00
Stabilization Fund	$18,500,000.00
Total	$118,500,000.00

NEW MEXICO JUNIOR COLLEGE
Vice President for Finance

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

From: **Josh Morgan**

Date: **August 14, 2026**

RE: **Donation of Surplus Furniture to Veterans of Foreign Wars Post 3274**

Board Members,

This memorandum is provided for informational purposes regarding the donation of certain surplus furniture owned by New Mexico Junior College to the LCpl Aaron C. Austin Veterans of Foreign Wars (VFW) Post 3274, a qualified 501(c)(3) nonprofit organization located in Hobbs, New Mexico. The VFW has requested assistance in replacing aging furnishings used at its post facility, which serves local veterans and other community organizations.

The donated items consist of surplus furniture that is no longer needed by the College and includes:

- 10 standard-height chairs
- 27 bar-height chairs
- 4 bar-height tables

These items have been identified as surplus property and fall below the College's capitalization and official inventory thresholds. As a result, the donation does not require formal Board approval under College policies and procedures.

The administration has determined that donating these items to a local nonprofit organization represents an appropriate use of surplus property and supports an organization that provides valuable services to veterans and the Hobbs community. The donation also allows the College to place unused furniture into productive community use rather than disposing of the items through other means.

This memo is intended solely to keep the Board informed of the administration's actions regarding the disposition of these surplus assets.

Thank you.

NEW MEXICO JUNIOR COLLEGE
Vice President for Finance

To: New Mexico Junior College Board Members

From: Josh Morgan

Date: August 14, 2026

RE: RPSP

Board Members,

By September 15, New Mexico Junior College must submit its Research and Public Service Projects (RPSP) funding requests to the New Mexico Higher Education Department (HED) for the upcoming fiscal year. For FY28, the administration is requesting an expansion of Athletics RPSP funding to address increased athletic training needs and support the continued growth of NMJC's athletic programs.

Athletics RPSP Funding Request

	FY27 Funding	FY28 Request	Increase
Athletics	$750,937	$900,937	$150,000

The requested increase of $150,000 will fund the addition of one full-time Athletic Trainer, including estimated salary and benefits.

Justification:

Over the past several years, New Mexico Junior College has experienced growth in student-athlete participation, resulting in increased demands on athletic training services. The College currently relies on limited athletic training resources to provide injury prevention, treatment, rehabilitation services, game coverage, and practice coverage for its athletic programs. As the number of student-athletes has increased, so has the volume and complexity of medical and training support required to ensure student-athlete health, safety, and success.

To adequately meet these growing demands, the College is requesting an additional $150,000 in Athletics RPSP funding to support the addition of a full-time Athletic Trainer position. The estimated annual salary and benefits for this position are approximately $150,000.

The addition of a second full-time Athletic Trainer will provide several important benefits:

- Enhance the College's ability to provide timely and comprehensive healthcare services to student-athletes.
- Improve coverage for practices, competitions, and rehabilitation activities across multiple athletic programs.
- Provide operational redundancy and continuity of care when the current Athletic Trainer is unavailable due to illness, leave, travel, or other circumstances.
- Reduce potential risks associated with relying on a single individual for critical athletic healthcare services.
- Position the College to support future growth in athletics, including the potential addition of another women's sport in coming years, which will further increase demands for athletic training services.

Providing appropriate athletic training resources is essential to maintaining student-athlete safety, supporting compliance with athletic association requirements, and ensuring the continued success and growth of NMJC's athletics programs. The requested increase in RPSP funding will allow the College to proactively address current needs while preparing for future program expansion.

The administration is asking for your approval to submit a $150,000 Athletics RPSP expansion request to HED, increasing Athletics RPSP funding from $750,937 to $900,937 for FY28.

Thank you for your consideration.

NEW MEXICO JUNIOR COLLEGE
Vice President for Finance

To: New Mexico Junior College Board Members

From: Josh Morgan

Date: August 14, 2026

RE: Construction of 200-Bed Student Housing Facility

Board Members,

The Administration is requesting your approval to take the 200-Bed Student Housing Facility project to the New Mexico Higher Education Department for approval at the September 9, 2026 New Mexico Higher Education Department Capital Projects Hearing.

The project consists of the construction of a new four-story, 109,395-square-foot student housing facility located on the NMJC campus. The residence hall will provide 200 private student bedrooms and include shared and private restroom accommodations, study rooms, social gathering areas, laundry facilities, recreation and fitness spaces, administrative offices, a manager's apartment, and supporting infrastructure. The facility will also include modern technology systems, security and access control systems, elevators, fire and life-safety systems, landscaping, and outdoor recreation areas.

The project is designed to address NMJC's long-term need for additional student housing capacity and support continued enrollment growth. The additional residential space will enhance recruitment and retention efforts, provide housing opportunities for students from outside the Hobbs area, and allow the College to transition existing residence halls from double occupancy to single occupancy rooms. The project will also provide the capacity necessary to support future athletic participation opportunities and other institutional growth initiatives while strengthening the campus living and learning environment.

The need for additional housing extends beyond projected enrollment growth alone. Student housing occupancy remains strong when accounting for students requesting single occupancy accommodations. In Fall 2025, NMJC received 53 requests for single occupancy rooms, resulting in an effective housing occupancy rate of approximately 96 percent. The new facility will allow the College to modernize its housing inventory by transitioning Runnels Hall and T-Bird Hall to single occupancy rooms while accommodating projected enrollment growth and future athletic participation opportunities. Based on projected enrollment growth, the transition of existing residence halls to single occupancy rooms, anticipated athletic participation growth, and other housing demand factors, the College projects long-term demand for approximately 191 of the facility’s 200 bedrooms, resulting in a projected occupancy rate of approximately 96 percent.

The facility is intentionally designed to meet the expectations of today's students and their families. Modern students increasingly prefer private bedrooms, enhanced privacy, modern amenities, study spaces, and a residential environment that supports academic success and student well-being. Providing these housing options will strengthen NMJC's ability to recruit and retain students, particularly those from outside the immediate service area, while further establishing NMJC as a destination campus that offers a complete college experience. For many students, particularly those from rural communities and outside the immediate Hobbs area, access to quality on-campus housing can be the determining factor in whether they enroll and persist toward completion.

The construction estimate was developed by Bradbury Stamm Construction utilizing the Construction Manager at Risk (CMAR) delivery method and is based on the 50% construction documents prepared by Dekker Architects. Construction is anticipated to begin in October 2026 and be completed in July 2028, with an estimated construction duration of approximately 22 months.

The estimated construction cost includes substantially more than the construction of the residence hall itself. Significant project components include the relocation of the existing campus hydronic utility line serving the project area, major site development and utility infrastructure improvements, new roads and parking areas, site concrete improvements, fencing, landscaping, metal canopies and shade structures, and other associated campus improvements necessary to support the facility. These infrastructure and site development requirements represent a significant portion of the overall project cost and are essential to the successful delivery of the project.

Bradbury Stamm's estimate reflects a construction cost of approximately $706 per square foot. This figure includes the residence hall, hydronic utility relocation, roads, parking lots, utility infrastructure, landscaping, fencing, shade structures, and other supporting site improvements required to deliver the project. The College believes this estimated cost compares favorably to recent higher education construction projects across New Mexico. In its May 2025 review of higher education construction costs, the Legislative Finance Committee reported that higher education new construction projects submitted in 2025 averaged approximately $1,312 per square foot, while the statewide average for higher education new construction projects reviewed by the Higher Education Department in 2024 was approximately $921 per square foot. The report also highlighted NMJC's Industrial Training Center project at $841 per square foot, compared to a statewide CMAR average of $1,113 per square foot. These comparisons demonstrate that the student housing project's estimated construction cost remains competitive despite the substantial infrastructure and site development requirements included in the project scope.

The total estimated project cost is $90,000,000, including construction, contingency, professional services, furnishings and equipment, technology infrastructure, security systems, and gross receipts tax. Funding for the project will be provided through NMJC Mill Levy Funds. The College currently has $102,200,000 allocated for the project and is fully funded to proceed with construction.

We are requesting the Board's approval of the 200-Bed Student Housing Facility project with an estimated total project cost of $90,000,000. Upon your approval, the project will be presented to the New Mexico Higher Education Department Capital Outlay Committee on September 9, 2026, for consideration and approval.

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: 08/10/2026

1. Project title: 200-Bed Student Housing Facility

2. HED meeting date when project consideration is requested: 09/09/2026

3. Contact person: Josh Morgan

   Phone: 575-492-2771

   Email: 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 ð Purchase, Lease, or Donation (Forms 1, 1-A, 3, 4, 5, 6)
   - ☐ d) Property Disposition ð 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 ð Project Information

☑ 10. Form 1-A – Institutional and General Information

☑ 11. Form 2 ð Space Information

☑ 12. Form 3 ð Estimated Utilities Costs

☑ 13. Form 4 ð Proposed Project Costs

☑ 14. Form 5 ð Proposed Project Square Footage and Funding Sources

☑ 15. Form 6 ð 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:** 08/10/2026

Project title: 200-Bed Student Housing Facility **Revision:** ☐ **Date:**

Location of Facility: New Mexico Junior College Campus

Age of Facility:

Date of Last Improvement:

Types of Space within Facility: Student living space, student support facilities, gathering spaces, restrooms, janitorial a

Gross Square Footage of Facility: 109,395

Gross Square Footage Offset: N/A

General Nature of Use and User Groups within Facility:

User Group: Student Residents
General Nature of Use: Residence

Detailed Scope of Work and Impact to User Groups:

NMJC 200-BED STUDENT HOUSING
Complete construction of a new four-story, Type II-B student housing facility at New Mexico Junior College in Hobbs, New Mexico. The project includes 200 private bedrooms with shared/private bathrooms, manager's apartment, administrative/support spaces, social and study areas, gaming/light fitness areas, laundry facilities, building utilities, technology systems, fire/life-safety systems, site improvements, recreation areas, landscaping, and all associated infrastructure.

1. SITE DEMOLITION & EXISTING UTILITY MODIFICATIONS
Perform demolition required for the new building and site improvements, including existing recreation-area improvements, concrete/paving, landscaping, trees, fencing, utilities, irrigation, and other improvements identified for removal. Coordinate shutdowns, temporary services, utility relocations, and protection of utilities and facilities remaining in service. Provide the complete rerouting of the existing four-pipe mechanical utility system, including demolition, new piping, supports, insulation, controls, testing, reconnection, and commissioning.

2. SITE DEVELOPMENT & UNDERGROUND INFRASTRUCTURE
Perform clearing, grading, excavation, unsuitable-soil removal, structural fill, compaction, and building-pad preparation. Install complete underground domestic water, sanitary sewer, storm drainage, fire service, electrical, telecommunications, and irrigation infrastructure, including connections to existing campus systems. Provide drainage structures, storm water retention, culverts, sleeves, pull boxes, and required testing. The civil documents identify water, sanitary, storm, grading, and related site improvements. Conduit and electrical infrastructure for Electric Vehicle (EV) charging stations

3. FOUNDATIONS & STRUCTURAL FRAME
Construct foundations, footings, foundation walls, grade beams, elevator pits, slabs-on-grade, embedded items, reinforcing steel, and associated underground rough-ins. Erect the complete structural frame through all four floors and roof, including structural steel, cold-formed framing, beams, joists, decking, lateral systems, stairs, elevator framing, roof framing, connections, and miscellaneous metals. Provide required inspections and structural testing.

4. BUILDING ENCLOSURE & LIFE-SAFETY
Complete exterior walls, sheathing, air/water barriers, insulation, masonry/metal cladding, windows, storefront, exterior doors, roofing, flashing, sealants, parapets, and roof drainage. Construct all required fire-rated walls, floors, shafts, doors, stair enclosures, elevator enclosures, fire stopping, and smoke/fire barriers. Provide three enclosed fire stairs, two elevators, NFPA 13 sprinkler protection, Class I standpipes, fire alarm, emergency lighting, exit signage, and related life-safety systems. Salto Electronic Access Control System, Interior and exterior security surveillance cameras

5. INTERIOR BUILD-OUT – ALL FOUR FLOORS
Complete Levels 1–4 from rough-in through final finishes, including student bedrooms, bathrooms, corridors, stairs, elevator lobbies, laundry rooms, study/group-study areas, common/social spaces, administrative areas, manager's apartment, storage, mechanical/electrical/data rooms, and support spaces. Provide framing, insulation, drywall, fire stopping, ceilings, flooring, tile, paint, doors/hardware, casework, counter tops, plumbing fixtures, accessories, and room signage. Provide complete HVAC, plumbing, electrical, fire protection, fire alarm, communications, Wi-Fi/data, security/access control, and AV systems throughout.

Minimal Impact to all user groups.

NEW MEXICO HIGHER EDUCATION DEPARTMENT

FORM 1: PROJECT INFORMATION (con't)

Institution: New Mexico Junior College **Original:** ☑ **Date:** 08/10/2026

Project title: 200-Bed Student Housing Facility **Revision:** ☐ **Date:**

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

The proposed 109,395 SF, 200-bed student housing project directly supports New Mexico Junior College's mission to promote student success and institutional excellence by expanding access to safe, supportive, and student-centered residential opportunities. The project is more than an additional facility; it is an investment in NMJC's ability to recruit, retain, and support students while creating an environment that strengthens academic achievement, belonging, engagement, and persistence.

INSTITUTIONAL NEED AND PROGRAM CAPACITY

The addition of 200 private bedrooms fulfills the need for expanded residential capacity as NMJC continues to serve students from the region, across New Mexico, and beyond. On-campus housing reduces a significant barrier for students who may otherwise face limited housing options, transportation challenges, long commutes, or difficulty balancing housing responsibilities with academic demands.

The project expands NMJC's ability to accommodate enrollment growth while strengthening the institution's competitive position in student recruitment. As a result of meeting resident demands, NMJC will transition from double occupancy rooms to single occupancy in Runnels Hall and T-Bird Hall dorms. Also, with the addition of Women's Softball which will add 30 new residents and put us in compliance with Title IX and Competitive Cheer, which will add 10 new residents, the new student housing will be a welcome addition. Modern residential facilities provide an additional tool for attracting a student who seeks complete college experience, including convenient access to classrooms, campus services, recreation, study areas, and peer communities.

The building's combination of private bedrooms with and without private restrooms and amenities such as study rooms, social spaces, laundry facilities, gaming/flexible recreation areas, and light fitness amenities is intentionally designed around the needs of today's students. These spaces support both individual academic success and community engagement.

STUDENT CENTEREDNESS – REMOVE BARRIERS TO SUCCESS

Housing directly advances NMJC's commitment to placing students at the center of institutional decision-making. Providing quality on-campus housing creates a more accessible pathway to enrollment and persistence by addressing one of the fundamental needs affecting a student's ability to participate successfully in higher education.

Private bedrooms provide students with personal space for rest and study, while shared social and academic spaces encourage community and peer interaction. Accessible residential units and common spaces further support NMJC's commitment to serving students with diverse needs and abilities.

ACCESS – EXPAND OPPORTUNITY

The project expands access education from NMJC by providing students with a residential option that is integrated into the campus environment. On-campus housing can be particularly valuable for students who live outside the immediate Hobbs area or who lack reliable transportation.

The project also incorporates accessible units, accessible routes, elevators, common spaces, recreation areas, and bathrooms, reinforcing NMJC's commitment to creating an environment where all students can participate fully.

INNOVATION – DESIGN FOR THE FUTURE

The facility incorporates flexible spaces that can adapt as student needs change. Study rooms, social areas, gaming spaces, and light fitness areas allow NMJC to respond to changing student preferences without requiring major future renovations.

Integrated technology, data infrastructure, Wi-Fi, security, access control, and audiovisual capabilities support contemporary learning and residential expectations. The project therefore provides infrastructure capable of supporting future technology and program changes.

COLLABORATION – BUILD COMMUNITY

The residential environment creates opportunities for students to build relationships with peers, faculty, staff, and the broader NMJC community. Shared study rooms, social spaces, recreation areas, and common facilities create opportunities for collaboration beyond the traditional classroom.

Describe the consequences of this project not receiving approval:

Failure to approve the NMJC 200-bed Student Housing project would limit the College's ability to respond to enrollment growth and provide the residential capacity necessary to support student success. The absence of additional housing would create continued constraints on recruitment, retention, and access, particularly for students who live outside the immediate Hobbs area or face transportation and housing challenges.

Without additional on-campus housing, NMJC may be unable to accommodate qualified students who would otherwise choose to attend the College. Limited residential capacity could result in students seeking alternatives at other institutions, commuting longer distances, or declining enrollment altogether. This directly conflicts with NMJC's commitment to Student Centeredness and Access by leaving a significant barrier to participation unresolved.

The lack of modern residential facilities would also limit opportunities to create a stronger living-learning environment. Students would have fewer opportunities for convenient access to study spaces, social interaction, recreation, technology, and peer engagement. These conditions can negatively affect student belonging, engagement, persistence, and the overall college experience.

From an institutional perspective, not proceeding would constrain NMJC's ability to strategically grow enrollment and strengthen its competitive position. It would also reduce opportunities to implement innovative, flexible residential programming and to use data-driven assessment of housing utilization, student engagement, retention, and success.

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

Expanding student housing has been on NMJC's Capital Outlay Plan since 2008.

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?

Operations Budget will increase through utilities; water, gas, electric. Custodial Services and peripheral supplies are foreseen to increase. Maintenance Budget increases intermittently for elevators, LED bulb replacement. Scheduled service for HVAC, fire suppression, elevators, pest control.

Funding: Institutional

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

Institution: New Mexico Junior College **Original:** ☑ **Date:** 08/10/2026

Project title: 200-Bed Student Housing Facility **Revision:** ☐ **Date:**

Current Total On-Campus Enrollment ð Fall Semester	
Head Count: 2238	FTE: 1539
5.5 % Growth from **previous year**	13.4 % Average growth in previous **5-year period**

Current Total Off-Campus Enrollment (web-based or Distance Ed., etc.) ð Fall Semester	
Head Count: 1279	FTE: 475.5
17.44 % Growth from **previous year**	<0.1> % Average growth in previous **5-year period**

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

Program Enrollment Being Served by this Project ð Fall Semester	
Head Count: 2238	FTE: 1539
5.5 % Growth from **previous year**	13.4 % Average growth in previous **10-year period**

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

Project Schedule	
Month/year proposed construction start date: Octobe / 2026	Month/year proposed construction completion date: August / 2028

Comments:

Construction is planned to last 22 months. Construction will have minimal impact to user groups.

NEW MEXICO HIGHER EDUCATION DEPARTMENT

FORM 2: SPACE INFORMATION

Institution: New Mexico Junior College **Original:** ☑ **Date:** 08/10/2026

Project title: 200-Bed Student Housing Facility **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		0	0	
200	Laboratory	0		0	0	
300	Office	0	288	0	0	
400	Study	0	1,515	0	0	
500	Special	0		0	0	
600	General	0	9,805	0	0	
700	Support	0	200	0	0	
800	Health	0	0	0	0	
900	Residential	0	63,971	0	0	
	TOTAL NET ASSIGNABLE AREA (NASF)	0	75,779	0	0	
WWW	Circulation Area	0	23,828	0	0	
XXX	Building Services Area	0	6,384	0	0	
YYY	Mechanical Area	0	3,404		0	
	TOTAL NONASSIGNABLE AREA	0	33,616	0	0	**NIC SQ FT**
	TOTAL NET USABLE AREA (NUSF)	0	109,395	0	0	0
	TARE	0	0	0		**TOTALS**
	TOTAL PROJECT GROSS SQUARE FEET	0	109,395			109,395
	FINAL PROJECT GROSS SQUARE FEET					109,395
	ORIGINAL BUILDING GROSS SQUARE FEET					0
	FINAL BUILDING GROSS SQUARE FEET					109,395
	FINAL BUILDING GROSS SQUARE FEET DIFFERENCE					109,395

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

Institution: New Mexico Junior College **Original:** ☑ **Date:** 08/10/2026

Project title: 200-Bed Student Housing Facility **Revision:** ☐ **Date:**

This form is designed to estimate the projectõs 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: 109,395 x $3.75		$ 200,000.00	

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:

The building provides the components needed to meet the Energy Conservation requirements. Conditioned space is under 15,000 sq feet. LEDs lights and controls, Low-flow fixtures. Roofs R-25CI, Walls above grade, metal framed R-19+R-7.5CI, Floors and slab R-Value and depth R-10, 2FT R-10. NMJC utility costs have recently averaged $1.80 sf. Projected annual expenses after completion based on NMJC's recent utility costs of $1.80 sf is approximately $200,000.

NEW MEXICO HIGHER EDUCATION DEPARTMENT
FORM 4: PROPOSED PROJECT COSTS

Institution: New Mexico Junior College **Original:** ☑ **Date:** 08/10/2026

Project title: 200-Bed Student Housing Facility **Revision:** ☐ **Date:**

I. PROJECT BUDGET

EXPENDITURES	ITEMS INCLUDED IN TOTAL COST FOR EACH EXPENDITURE	ORIGINAL SUBMISSION		BUDGET REVISION
		NEW CONSTRUCTION	ALTERATIONS	
A. Building Cost				
1. General	Building Labor, Materials, All Signage, Material Testing & Seismic Testing	$ 43,996,144.00		
2. Mechanical/Plumbing	Controls, Fire Suppression Systems, Test & Balance	$ 10,712,899.00		
3. Electrical	Lighting Control Systems, Performance Testing	$ 5,760,404.00		
4. Special Systems (voice, data, other)	Voice/Data, Wiring Performance Testing, Audio/Video infrastructure, Access Control, Security/Camera's, Fire Alarms	$ 1,312,752.00		
5. Demolition	Interior Demo, HAZMAT & Abatement			
BUILDING COST SUBTOTAL		$ 61,782,199.00	$ 0.00	$ 0.00
B. Built-in Equipment	Equipment permanently attached to building and/or infrastructure (Fume hoods, autoclaves, and lab casework)	$ 2,709,320.00		
C. Site Development				
1. Utilities, Infrastructure	Utilities 5' beyond new building perimeter, relocations and tunnels	$ 2,615,123.00		
2. Landscaping/Site Improvements	Free standing lighting, hardscapes, parking	$ 6,048,655.00		
3. Demolition	Building, Site or Parking Removal	$ 75,000.00		
TOTAL CONSTRUCTION COST (T.C.C.)		$ 73,230,297.00	$ 0.00	$ 0.00

D. Construction Contingency	Not more than 5% for new Construction or 10% for renovations of Total Construction Cost (T.C.C.)	$ 3,661,515.00		
E. Professional Fees				
1. Architectural/Engineering	Dekker $4,071,415; Other A/E $500,000	$ 4,571,415.00		
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			
3. Surveys/Commissioning	Soils Reports, code required commissioning, special inspections			
F. Movable Equipment	Athletic & Laundry Equipment Contractor provided ($106,500); FF&E Owner provided ($1,000,000); TV's owner provided ($10,000)	$ 1,116,500.00		
G. Other	Owner provided access control and CCTV ($2,400,000); Owner provided Networking equipment ($550,000)	$ 2,950,000.00		
H. Art in Public Places (1% of State Appropriation)	AIPP or N/A			
I. Gross Receipts Tax	GRT is Not Nested within Costs Above. Amount entered will be added to Total Project Budget	$ 4,470,273.00		
J. Gross Receipts Tax	GRT is Nested within Costs Above. Amount entered is included in Total Project Budget			
TOTAL PROJECT BUDGET		$ 90,000,000.00	$ 0.00	$ 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 Dekker Architecture and Bradbury Stamm Construction, using the CMAR process.

NEW MEXICO HIGHER EDUCATION DEPARTMENT
FORM 5: PROPOSED PROJECT SQUARE FOOTAGE AND FUNDING SOURCES

Institution: New Mexico Junior College **Original:** ☑ **Date:** 08/10/2026

Project title: 200-Bed Student Housing Facility **Revision:** ☐ **Date:**

COSTS PER GROSS SQUARE FOOT (GSF)			
	Cost (Items A-C on Form 4)	GSF for New Construction NUSF for Alteration	Cost per GSF
New Construction	$ 73,230,297.00	109,395	669.4117372823255
Alterations	$ 0.00	0	NaN

RATIO OF NET USABLE TO GROSS SQUARE FEET (NUSF/GSF)			
	NUSF (same as total from Form 2)	GSF	RATIO NUSF/GSF (%)
New Construction	109,395	109,395	100
Alterations	0	0	NaN

FUNDING SOURCE
Enter the source of funding for the project.
Total must match the total project budget on Form 4.

Funding Source and Description		Original Submission	Budget Revision
Appropriation Code	Description of Funding Type and Source of Funds		
	Other Funding Sources: NMJC Mill Levy Funds	$ 90,000,000.00	
	Total:	$ 90,000,000.00	$ 0.00

List State Appropriations as follows: *Bond Series #: GOBxx or STBxx or GF 20xx, DFA#: A0x-xxxx), SBxxx or HBxxx, Laws of 20xx, chapter x, and section x.* This information is available on the CPMS website at http://cpms.dfa.state.nm.us/. For all other funding, list revenue source and year budgeted.

NEW MEXICO HIGHER EDUCATION DEPARTMENT

FORM 6: CERTIFICATION BY GOVERNING BOARD

Institution: New Mexico Junior College

Original: ☑ **Date:** 08/10/2026

Project title: 200-Bed Student Housing Facility

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 August 20, 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

GENERAL SHEET NOTES

A. DIMENSIONS AT DOORS AND WINDOWS ARE TO CENTERLINE, UNLESS NOTED OTHERWISE
B. PROVIDE BACKING FOR ATTACHING WALL MOUNTED ITEMS
C. SEE [illegible] FOR PARTITION TYPES
D. DOOR FRAMES TO BE 4-1/2 INCHES FROM ADJACENT WALL, UNLESS NOTED OTHERWISE
E. SEE ENLARGED PLANS FOR DIMENSIONS NOT SHOWN ON THIS SHEET
F. CLEAR DIMENSIONS ARE FROM FACE OF FINISHED WALL
G. SEE [illegible] FOR EXTERIOR WALL, CEILING/SOFFIT AND ROOF ASSEMBLIES

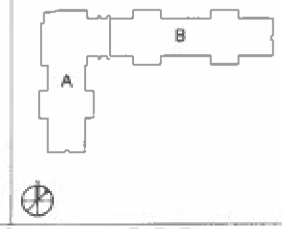
SHEET KEYNOTES

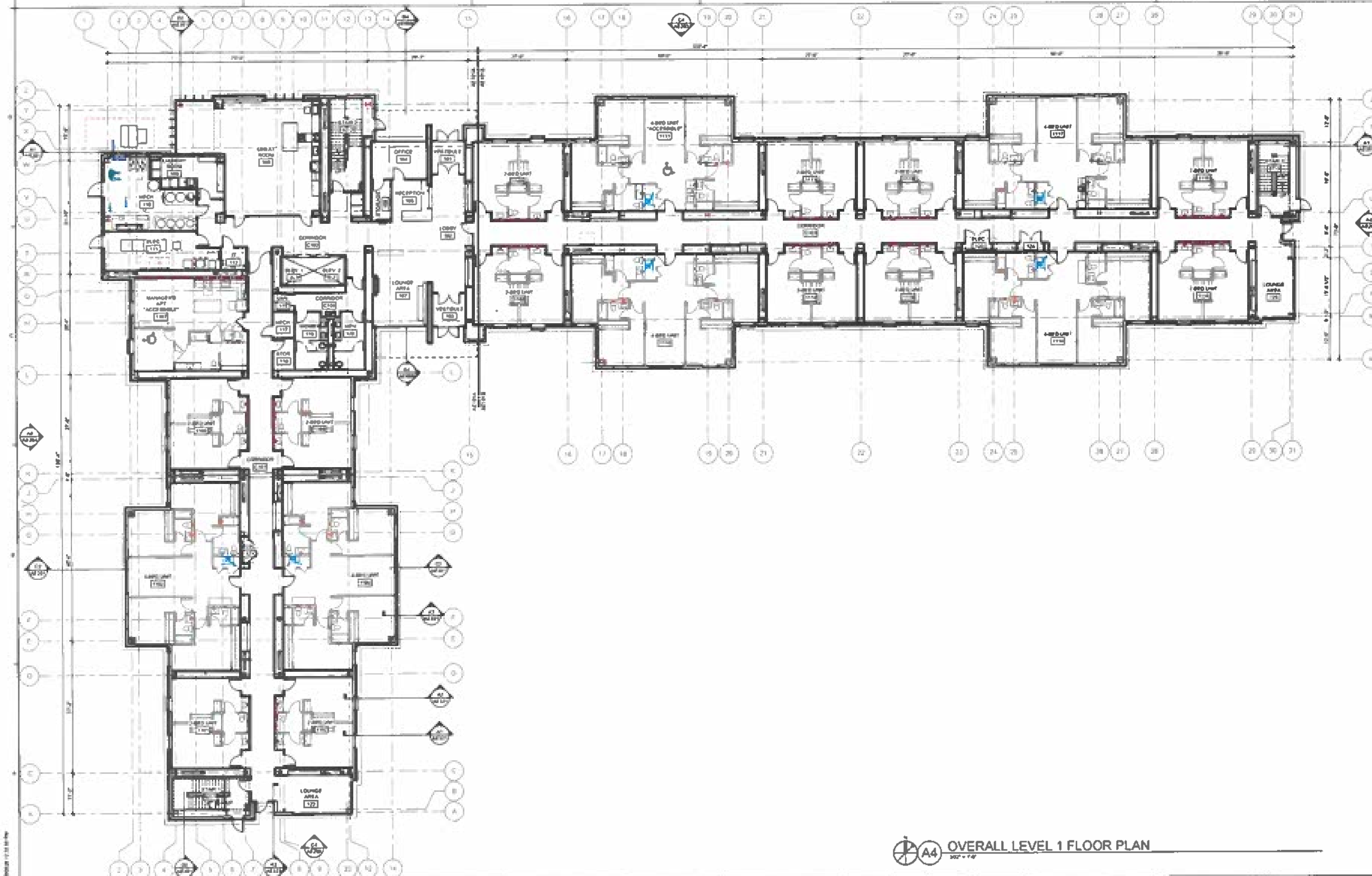
REFERENCE KEYNOTES

LEGEND

ROOM NAME — ROOM NAME OR UNIT TYPE [illegible] UNIT PLANS
ROOM NUMBER
BUILDING FLOOR
BUILDING NUMBER
WINDOW TYPE, REFER TO [illegible]
STOREFRONT TYPE REFER TO [illegible]
101 DOOR TYPE REFER TO [illegible]
PARTITION TYPE REFER TO [illegible]
FIRE EXTINGUISHER CABINET
ANSI TYPE A UNIT
HEARING IMPAIRED UNIT

KEY PLAN





A4 OVERALL LEVEL 1 FLOOR PLAN

Dekker

NOT FOR CONSTRUCTION

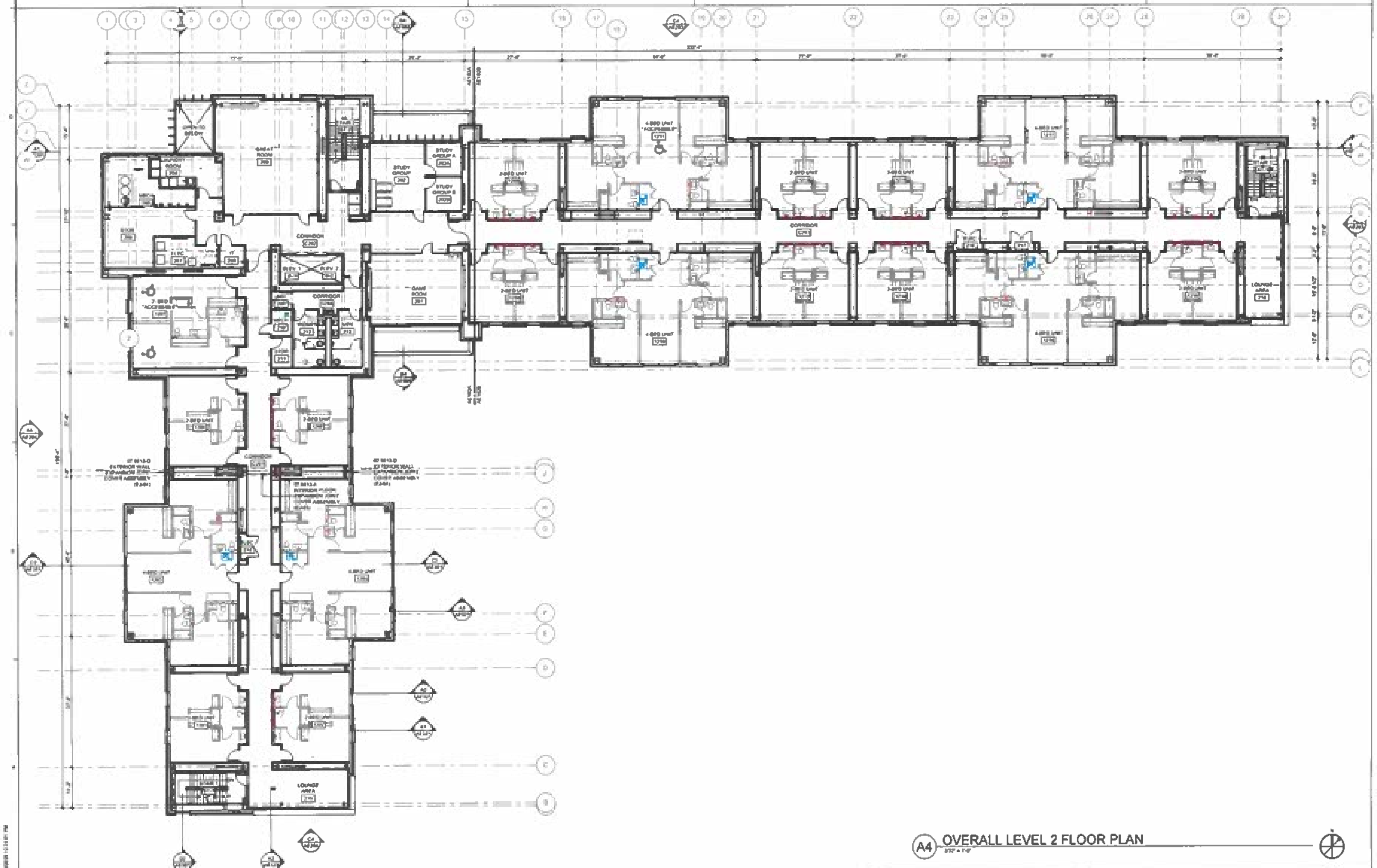
NMJC Student Housing 200 Beds
Hobbs, NM 88240

50% CONSTRUCTION DOCUMENTS

OVERALL LEVEL 1 FLOOR PLAN

AE101

GENERAL SHEET NOTES	SHEET KEYNOTES	REFERENCE KEYNOTES	LEGEND	KEY PLAN
[illegible]		[illegible]	[illegible]	A B



A4 OVERALL LEVEL 2 FLOOR PLAN

Dekker

NOT FOR CONSTRUCTION

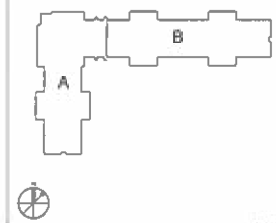
NMJC Student Housing 200 Beds

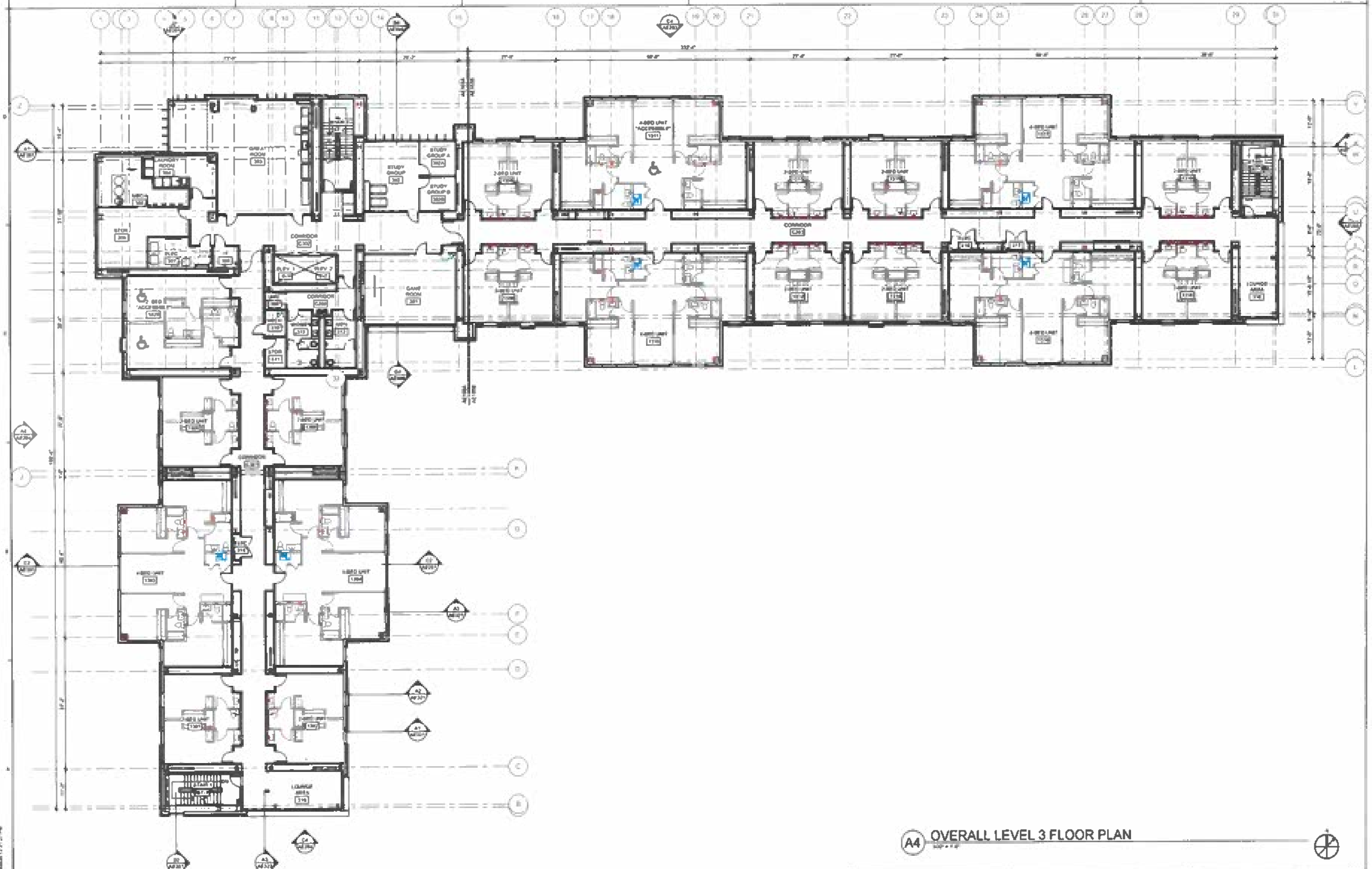
Hobbs, NM 88240

50% CONSTRUCTION DOCUMENTS

OVERALL LEVEL 2 FLOOR PLAN

AE102

GENERAL SHEET NOTES	SHEET KEYNOTES	REFERENCE KEYNOTES	LEGEND	KEY PLAN
A. DIMENSIONS AT DOORS AND WINDOWS ARE TO CENTERLINE, UNLESS NOTED OTHERWISE B. PROVIDE BACKING FOR ATTACHING WALL MOUNTED ITEMS C. SEE [illegible] FOR PARTITION TYPES D. DOOR FRAMES TO BE 4-1/2 INCHES FROM ADJACENT WALL UNLESS NOTED OTHERWISE E. SEE ENLARGED PLANS FOR DIMENSIONS NOT SHOWN ON THIS SHEET F. CLEAR DIMENSIONS ARE FROM FACE OF FINISHED WALL G. SEE [illegible] FOR EXTERIOR WALL, [illegible] AND ROOF ASSEMBLIES			ROOM NAME — ROOM NAME OR UNIT TYPE - SEE UNIT PLANS ROOM NUMBER BUILDING FLOOR BUILDING NUMBER WINDOW TYPE, REFER TO [illegible] STOREFRONT TYPE, REFER TO [illegible] DOOR TYPE, REFER TO [illegible] PARTITION TYPE, REFER TO [illegible] FIRE EXTINGUISHER CABINET ANSI TYPE 'A' UNIT HEARING IMPAIRED UNIT	



A4 OVERALL LEVEL 3 FLOOR PLAN

Dekker

NOT FOR CONSTRUCTION

NMJC Student Housing 200 Beds
Hobbs, NM 88240

50% CONSTRUCTION DOCUMENTS

OVERALL LEVEL 3 FLOOR PLAN

AE103

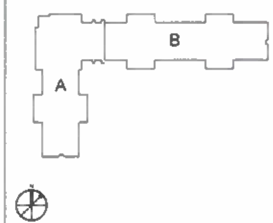
GENERAL SHEET NOTES

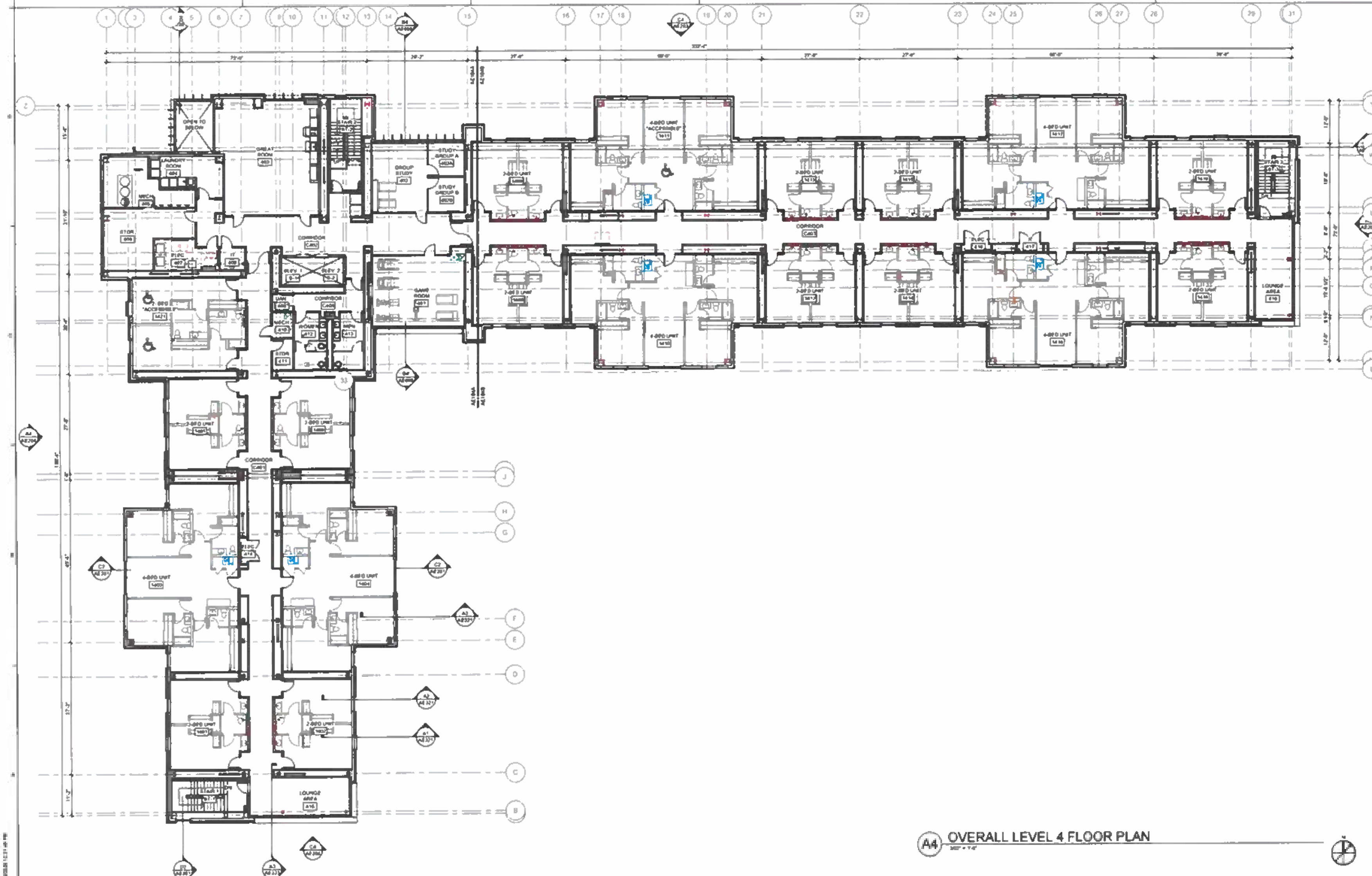
SHEET KEYNOTES

REFERENCE KEYNOTES

LEGEND

KEY PLAN





A4 OVERALL LEVEL 4 FLOOR PLAN

Dekker

NOT FOR CONSTRUCTION

NMJC Student Housing 200 Beds
Hobbs, NM 88240

50% CONSTRUCTION DOCUMENTS

OVERALL LEVEL 4 FLOOR PLAN

AE104

NEW MEXICO JUNIOR COLLEGE
Vice President for Finance

To: New Mexico Junior College Board Members

From: Josh Morgan

RE: Capital Transfers

Date: August 14, 2026

As part of our annual fiscal year-end review process, we evaluate Instruction and General (I&G) reserve balances to ensure the College maintains a strong financial position while addressing future facility and infrastructure needs. New Mexico Junior College strives to maintain unrestricted reserve balances of at least 10% of annual operating expenditures, providing financial stability and flexibility to respond to unforeseen circumstances. When reserve balances exceed this target, excess funds may be strategically invested in capital projects and other long-term initiatives that support the College's mission, Strategic Plan, and Campus Facilities Master Plan. In addition, oil and gas revenues received above budgeted levels provide an opportunity to fund critical capital improvements without impacting ongoing operations. Based on our review of FY 26 reserve balances, we have identified excess reserves available for transfer and are requesting Board approval for the following transfers from I&G reserves to Capital Projects:

Project	Transfer Request	Current Balance	Proposed Balance
Vehicles	$200,000	$310,854.35	$510,854.35
Baseball Field	$2,000,000	$2,200,000.00	$4,200,000.00
Rodeo Improvements	$1,075,000	$425,576.40	$1,500,576.40
John Shepherd Admin Renovation	$15,100,000	$9,967,997.70	$25,067,997.70
Vocational B Renovation	$5,325,000	$0.00	$5,325,000.00
Site Improvements - Phase 3	$15,000,000	$0.00	$15,000,000.00
CDL Metal Building	$2,500,000	$0.00	$2,500,000.00
Workforce Housing	$3,250,000	$0.00	$3,250,000.00
Property for Workforce Development	$500,000	$0.00	$500,000.00
Capital - Unallocated	3,000,000	$0.00	$3,000,000.00
Total Request	**$45,450,000**		

All projects listed above have been identified as priority projects within the Campus Facilities Master Plan or are investments that directly support the Strategic Plan and the mission and vision of New Mexico Junior College. Approval of these transfers will allow the College to strategically deploy excess reserves toward long-term capital needs while maintaining reserve levels that exceed the College's 10% minimum target

Lea County Event Center Arena Sound and Lighting Partnership Discussion

In addition to the capital transfers outlined above, Administration is requesting Board feedback regarding the College's potential participation in the Lea County Event Center Arena Sound, Lighting, and Controls Upgrade Project. As reflected in the proposed transfers, we are recommending the establishment of a $3,000,000 Unallocated Capital Projects reserve. We would like to discuss the Board's interest in utilizing a portion of these funds to support this project through a partnership with Lea County.

The College and Lea County have been discussing this concept for some time, with previous conversations including the possibility of NMJC contributing up to 50% of the project cost. Based on information provided by Pace Audio Services, the current project estimate is slightly less than $10 million, although final costs are still being finalized. The proposed improvements would provide the Event Center with modern audio, lighting, staging, control, and infrastructure systems capable of supporting both large-scale concerts and community events, while also creating significant educational opportunities for NMJC students in the Entertainment and Music Technology programs. The project contemplates a collaborative relationship whereby students and faculty could gain hands-on experience using industry-standard equipment in a professional venue environment. In addition, NMJC hosts its commencement ceremonies at the Lea County Event Center each year, and these upgrades would enhance the graduation experience for our students, families, and community by providing improved audio, lighting, production quality, and overall event presentation.

Lea County recently provided an update indicating that, after months of coordination with Pace Audio Services, Bradbury Stamm Construction, project architects, and subcontractors, a comprehensive plan has been developed. County representatives have indicated their intent to seek approval to move forward with the project and have expressed interest in formalizing a partnership with NMJC through a Memorandum of Understanding. The County has emphasized that the upgraded facility would be available to support NMJC events and educational programming while also strengthening the longstanding relationship between the County and the College.

At this time, Administration is not requesting approval of a specific funding commitment. Rather, we are seeking Board input regarding:

1. Whether NMJC should continue pursuing a partnership with Lea County on this project.

2. Whether the Board believes a financial contribution from NMJC is appropriate.

3. If so, what level of participation the Board would be interested in considering.

Administration will continue discussions with Lea County regarding the project scope, total project costs, and a potential Memorandum of Understanding and will return to the Board with additional information and recommendations as appropriate.

AGREEMENT between the
Association of Community College Trustees
and
New Mexico Junior College

For the sum of $42,500, *plus consultant travel expenses (billed at cost)*, the Association of Community College Trustees ("ACCT") agrees to provide comprehensive search services to assist the Board of Directors ("Board") of New Mexico Junior College ("College"), New Mexico in its search for a new President.

The process will begin on or about September 18, 2026.

Services to be provided by ACCT staff/consultant(s) include: candidate recruitment; processing of candidate applications; In-Depth Summary Reference Reports on up to three final candidates (presented orally only); HireRight credit, civil, and criminal background reports on up to three final candidates; technical assistance; and preparation of candidate review materials. The College has the option of Consultant facilitation of meetings and interviews via interactive video teleconference sessions. Up to three on-site visits by the Consultant to facilitate meetings in-person are included in the search fee.

In-Depth Summary Reference Reports on more than three final candidates will be billed at a rate of $1,300/candidate. HireRight credit, civil, and criminal background reports on more than three final candidates will be billed at a rate of $1,000/candidate. The Board has the option to request additional on-site visits by the Consultant at $3,500 per visit (plus Consultant travel expenses). Any goods or services purchased independently by the College in furtherance of the search, including, but not limited to, advertising position announcements, profile brochure/letter regional mailings, etc., are not included in the search services fee and are the sole responsibility of the College. Upon the request of the College, ACCT can administer an EEO survey. The College must make this request and provide the survey language. The College is responsible for posting notice for all meetings when notice is required per local regulation.

All individuals involved in the process of selecting the President of New Mexico Junior College are expected to honor the Confidentiality Policies (attached as page 3 of this Agreement) and to respect the confidentiality of the candidates' personal and professional goals and current positions.

CANCELLATION. Either party may cancel this Agreement with thirty (30) days' written notice to the other party. If instituted, the College would reimburse only those charges incurred by ACCT on behalf of the College up to that point in time.

SEARCH GUARANTEE. In the event the search does not result in a successful placement, or the selected candidate's employment is terminated for cause within one year for reasons that should have been identified by ACCT during the search assignment, ACCT will redo the search one time with no additional search fee. However, the College will be responsible for travel costs, reference reports, etc. that are involved with the subsequent search. This replacement search must be initiated within one year of the original search being declared a failed search by the College or the candidate's employment being terminated as specified above. Any additional searches beyond the one replacement search specified above must be mutually agreed upon between ACCT and College and will incur additional search fees, plus travel costs, reference report costs, etc.

INDEMNITY AND HOLD HARMLESS, THIRD PARTY LITIGATION. Notwithstanding anything herein to the contrary and to the extent permitted by law, each party shall defend, indemnify, and hold the other party, its directors, officers, agents, representatives, employees and assigns (herein referred to cumulatively as “Indemnitees”), harmless from and against claims for bodily injury or death to any person and damage to property of Indemnitees or others and all reasonable costs and expenses (including without limitation court costs, reasonable attorney’s fees, accountant’s fees and expert fees) to the extent the same is caused by the intentional or negligent action or negligent inaction of such party, its directors, officers, agents, representatives, employees and assigns. The foregoing indemnity shall not be construed to indemnify any Indemnitee to the extent that any claim or expense is caused by the Indemnitee’s negligent action or negligent inaction.

MANDATORY ARBITRATION. To the extent permitted by law, all disputes concerning the terms of this Agreement or claims by either party pursuant to this Agreement, including but not limited to termination of this Agreement, are subject to and shall be submitted to mandatory arbitration under the auspices of the American Arbitration Association. The Commercial Rules as they exist at the time of the dispute or claim shall apply. Venue for the Arbitration shall be Lea County, New Mexico. Each party shall be individually responsible for the cost of its own attorney fees and its pro rata share of the costs of Arbitration including Arbitration fees.

ELECTRONIC SIGNATURES. The parties acknowledge and agree that this Agreement may be executed by electronic signature, which shall be considered as an original signature for all purposes and shall have the same force and effect as an original signature. Without limitation, “electronic signature” shall include signatures transmitted via DocuSign or other electronic signature services or systems, faxed versions of an original signature, or electronically scanned and transmitted versions (e.g., via Portable Document Format (PDF)) of an original signature.

FEE. Fee is to be paid in two increments, as follows: $21,250 to be invoiced by January 14, 2027 and $21,250 to be invoiced by May 14, 2027. Travel expenses incurred by consultant(s) will be billed as they occur. Any remaining balance (e.g. additional site visit fees) is to be paid upon completion of all services as per above Agreement.

New Mexico Junior College	**Association of Community College Trustees**
Signature	**Signature**
Name	**Name**
Title	**Title**
Date	**Date**

AGREEMENT between
New Mexico Junior College
and the
Association of Community College Trustees

CONFIDENTIALITY POLICIES

All individuals involved in the process of selecting the President of New Mexico Junior College are expected to honor the following policies and to respect the confidentiality of candidates' personal and professional goals and current position.

1. The College is committed to conducting an open and equitable search process that conforms to all legally applicable equal employment opportunity requirements.

2. The official spokesperson for the search is the Board Chair or the Chair of the Search Committee. Other individuals should not discuss the search with members of the press or College constituency groups. Regular progress reports will be sent to all interested groups and the media.

3. All candidate files are considered confidential and must be maintained and reviewed in a manner that ensures that candidates' identities are not divulged.

4. Information on whether or not an individual is a candidate and candidates' status at each stage of the search is considered confidential.

5. All information contained in semifinal and final candidates' background and reference reports is considered confidential.

6. The identity of candidates is not to be divulged to the press, to members of College constituency groups, and to the community, unless and until the candidates are invited to come to the College for open interviews as final candidates.