

**NEW MEXICO JUNIOR COLLEGE  
BOARD MEETING  
JANUARY 19, 2023  
MINUTES**

The New Mexico Junior College Board met on Thursday, January 19, 2023, beginning at 1:30 p.m. in the Pannell Library, Zia Board Room. The following members were present: Ms. Patricia Chappelle, Chair; Mr. Travis Glenn, Secretary; Mr. Hector Baeza; Mr. Manny Gomez; Mr. Guy Kesner; Ms. Evelyn Rising; and Mrs. Erica Jones.

Ms. Chappelle called the meeting to order and welcomed visitors and guests, Ms. Dorothy Fowler, Hobbs News Sun; Mr. Matt McKim, Dekker Perich Sabatini; Mr. John Vitale and Mr. Reggie Speer, Sodexo.

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

Upon a motion by Mr. Gomez, seconded by Mrs. Jones, the Board unanimously approved the minutes of December 12, 2022.

***Under President's Report***, Dr. Moore invited Mrs. Sarah Patterson, Dean of Students, to introduce the members of the Residential Housing Association created last fall. In addition, Mrs. Patterson introduced Mr. Tyler Montgomery, the new Coordinator of Residence Life - Thunderbird Hall.

Mrs. Amy Coombes provided an update of new professional staff.

Dr. Moore provided an update of the newly established board committees meeting schedules. The Facilities Board Committee will meet in January, Equity Board Committee will meet in February, Finance Board Committee will meet in March, and Student Success Board Committee will meet in April.

Dr. Moore reported the legislative sessions in Santa Fe, New Mexico have begun and noted there has not been much action thus far. In addition, the Evening of Lea County will be held next week, January 26<sup>th</sup>, Higher Education Hearings will be held on February 3<sup>rd</sup>, and the Association of Community College Trustees National Summit will be held February 5<sup>th</sup> in Washington, DC.

Dr. Moore called for the NMJC Vice Presidents to provide divisional updates for the 2022 fall semester. Mr. Jeff McCool, Vice President for Instruction provided updates for the Division of Arts, Sciences, and Learning Support, the Division of Applied Sciences and Learning Support, and the Division of Workforce Training and Professional Studies. Mrs. Cathy Mitchell provided updates for Counseling, Athletics, SOAR, Student Life & Housing Student Support Services, and Enrollment. Mr. Josh Morgan provided updates for the Business Offices, Computer Services, Bookstore, and the Document Center. Ms. Larchinee Turner provided updates for the "Non-Credit" Workforce Training, "For Credit" program additions, and for reactivated and new advisory

boards. Dr. Charley Carroll provided updates of improvements across the NMJC campus, Facility Management System, new fire alarm system, and the new museum warehouse building.

Dr. Moore advised the board the annual “Acknowledgement of Conflict of Interest” and NMJC Board Policy No. 304 has been distributed. Board members were asked to review the policy, sign the acknowledgement, and return to Norma Faught.

*Under New Business*, Mr. Josh Morgan presented the December 2022 financial reports. Upon a motion by Mr. Glenn, seconded by Mrs. Jones, the Board unanimously approved the Expenditure Report for December 2022. In addition, the Revenue Report, Oil and Gas Revenue Report, and Schedule of Investments Report were reviewed.

Mr. Morgan presented the Fiscal Watch Report for the quarter ending December 31, 2022. Upon a motion by Mr. Kesner, seconded by Mr. Gomez, the Board unanimously approved the Fiscal Watch Report as presented.

Mr. Manny Gomez provided updates of the Facilities Board Committee Discussion Meeting held on Monday, January 9, 2023. Attendees were Board Committee Members Mr. Manny Gomez, Chair, Mr. Guy Kesner, and Mr. Hector Baeza. Also, in attendance were Dr. Derek Moore, Dr. Charley Carroll, Mr. Josh Morgan, and Mrs. Norma Faught. Mr. Gomez opened the meeting with recognition and appreciation for the condition and sufficiencies of the NMJC facilities. Discussions included the forward thinking of the NMJC Master Plan, the roadmap to get positive results, possible needed amendments to the plan, and if the needs in the plan still exist. Also discussed was the need to conduct cost validations for inflation, cost of materials, construction, and funding sources. The seven major projects that have been approved were discussed to include conversations of campus housing, occupancy rates, and how enrollment strategies will affect the College. Mr. Gomez stated the meeting entailed shared information only with no action taken. Mr. Kesner stated the Board Committee meetings offer the opportunity to understand the daily operations and ongoing projects in order to provide direction on student and community needs. Upon a motion by Mr. Glenn, seconded by Mr. Gomez, the Board unanimously approved the Facilities Board Committee update as provided.

Dr. Charley Carroll and Mr. Josh Morgan presented consideration for the change of scope of the NMJC cafeteria project from a renovation to a new build. Also present were Mr. Matt McKim, Mr. John Vitale and Mr. Reggie Speer, Sodexo. Dr. Carroll stated the request would be made in three separate motions: 1) Change of scope on the cafeteria project from a renovation to a new build facility, 2) Approval of the NMJC cafeteria and kitchen facility with an estimated cost of \$13,325,733 including soft costs, 3) Transfer of \$2,420,733 funds from reserves into the cafeteria project. He noted the construction estimate for renovation is \$8,959,964 compared to \$9,926,800 for a new build. Mr. Morgan stated administration is requesting approval to amend the NMJC Campus Master Plan approved in September 2019 and revised in December 2021 as it relates to Table 22, Project Priorities. He noted the Table 22 Project Priorities list the Ben Alexander Student Center renovation and expansion of existing kitchen and cafeteria as an on-going priority. Mr. Morgan requested approval to revise the Table 22 Project Priorities and amend the cafeteria project to a new NMJC cafeteria and kitchen facility to be located at the southwest of the Caster Activity

Center, outside of Thunderbird Circle and adjacent to the NMJC student dorms and apartments. In addition, several factors were provided in support of the change of scope from renovation to a new build. Mr. Gomez asked for the projected need in square footage based on enrollment strategies and growth. Mr. Morgan responded the proposed new facility is for a 16,600 square foot facility and the current space proposed for renovation is approximately 11,500 square feet. Mr. Glenn asked for the percentage of housing students that dine in the cafeteria. Mr. Morgan responded approximately 90%. Upon a motion by Mr. Gomez, seconded by Mrs. Jones, the Board unanimously approved the change of scope in the Master Plan from renovation to a new build. Mr. Morgan requested approval to take the new NMJC Cafeteria and Kitchen facility to the Higher Education Department (HED) for approval at the April 12, 2023 New Mexico HED Capital Outlay Committee Meeting. He noted the estimated total project cost developed by Bradbury Stamm Construction, using DPS construction documents at \$9,926,800 including 25% of soft costs at \$3,308,933, is \$13,235,733. NMJC allocated \$10,905,000 in institutional funds. Administration requested approval for a total project cost of \$13,235,733. Upon a motion by Mr. Kesner, seconded by Ms. Rising, the Board unanimously approved the project cost. Mr. Morgan requested approval to transfer \$2,330,733 from reserves into the NMJC Cafeteria and Kitchen Project. He noted the amount of \$2,330,733 is a correction to the \$2,420,733 as shown in the request. At this time, the design and layout of the new cafeteria were shared with the Board. Following significant discussion and upon a motion by Mr. Gomez, seconded by Mrs. Jones, the Board unanimously approved the request for transfer of funds from reserves, as amended. In addition, Mr. Kesner requested the overall “Proposed Square Footage” of 16,600 square feet be provided prior to construction beginning.

Mrs. Mitchell presented a request to donate old turf removed from the outfield of the Ray Birmingham Field in 2021. Mr. Morgan stated a portion of the old turf was utilized in the golf driving range and the remaining turf has been in storage with no intended use. If approved, he stated Mr. Deron Clark, Director of Athletics, felt the turf could be of use to some high schools in the county. Mr. Gomez recommended extending the offer of the turf to Lea County high schools or entities that partner with NMJC. Mr. Scotty Holloman cautioned against donating to non-profits. Upon a motion made by Mr. Glenn, seconded by Mrs. Jones, the Board unanimously approved the donation of the turf to a New Mexico public institution.

Mr. Scotty Holloman presented the Open Meetings Act Resolution for adoption. Upon a motion by Mr. Glenn, seconded by Mr. Gomez, the Board unanimously approved the resolution as presented.

Ms. Chappelle called for comments from the public. There being none, the next Regular Board Meeting was scheduled for Thursday, February 16, 2023 at 1:30 pm in the Zia Board Room.

Upon a motion by Mr. Kesner, seconded by Mr. Baeza and by unanimous consent, the meeting adjourned at 3:20 pm.

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Pat Chappelle, Chair

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Travis Glenn, Secretary