

# NEW MEXICO JUNIOR COLLEGE

## BOARD MEETING

Thursday, July 20, 2017  
Zia Board Room – Library  
1:30 pm

## AGENDA

- |   |                 |
|---|-----------------|
| A. Welcome  | Pat Chappelle   |
| B. Adoption of Agenda                                 | Pat Chappelle   |
| C. Approval of Minutes of June 15, 2017               | Pat Chappelle   |
| D. President's Report                                 | Kelvin Sharp    |
| E. New Business                                       |                 |
| 1. Consideration of Retirement Resolutions            | Kelvin Sharp    |
| 2. Monthly Expenditure Reports                        | Dan Hardin      |
| 3. Monthly Revenue Report                             | Dan Hardin      |
| 4. Oil and Gas Revenue Report                         | Dan Hardin      |
| 5. Schedule of Investments                            | Dan Hardin      |
| 6. Consideration of Quarterly Financial Action Report | Dan Hardin      |
| 7. Consideration of the 2017-2022 Strategic Plan      | Larry Sanderson |
| F. Public Comments                                    | Pat Chappelle   |
| G. Announcement of Next Meeting                       | Pat Chappelle   |
| H. Closure of Open Meeting                            | Pat Chappelle   |
| I. Adjournment  | Pat Chappelle   |

**NEW MEXICO JUNIOR COLLEGE  
BOARD MEETING  
JUNE 15, 2017  
MINUTES**

The New Mexico Junior College Board met on Thursday, June 15, 2017, beginning at 1:30 p.m. in the Zia Room of Pannell Library. The following members were present: Ms. Patricia Chappelle, Madam Chair; Mr. Ron Black, Secretary; Mr. Travis Glenn; Mr. Manny Gomez; Mrs. Mary Lou Vinson; Mr. Zeak Williams; and Mr. Hector Baeza.

Ms. Chappelle called the meeting to order and welcomed visitors and guests present: Austin Peters, NMJC Youth College Student and Volunteer; Steven Dominic, HB Construction

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

Upon a motion by Mr. Gomez, seconded by Mr. Glenn, the Board unanimously approved the minutes of May 18, 2017 and May 30, 2017.

***Under President's Report,*** Mrs. Kim Latimer, Program Planner for Continuing Education and Community Programs and Mr. Austin Peters, a Robotics volunteer and a Code Breakers student, provided updates of the Youth College Program currently in progress. Mrs. Latimer stated students attending the NMJC Youth College are from Hobbs, Denver City, Seminole, Lovington, Eunice, and Jal.

Dr. Sharp provided brief updates of the NMJC Rodeo Team currently in Casper, Wyoming. NMJC athlete Preston Burr, competing in saddle bronc, won the first go round scoring a 78.5, scored a 60 on his second horse, and will be riding his third horse on Friday evening. Wyatt Hayes and Tyce McLeod, competing in the team roping, had a no time on their first, 5.7 on the second and ended up 4<sup>th</sup> in the go round. Dr. Sharp stated the NMJC student athletes are competing well and he is hopeful they will make the finals.

Dr. Sharp announced Mrs. Cathy Mitchell, Vice President of Student Affairs at South Plains College, has been selected as NMJC's new Vice President for Student Services. Dr. Sharp further stated Mrs. Mitchell would begin on July 5, 2017.

*Under New Business*, Mr. Dan Hardin presented the May 2017 financial reports. Upon a motion by Mr. Glenn, seconded by Mr. Gomez, the Board unanimously approved the Expenditure Report for May 2017. In addition, the Revenue Report, Oil and Gas Revenue Report, and Schedule of Investments Report were reviewed.

Mr. Dan Hardin presented a list of all inventory of chattels and equipment valued over \$5,000.00 for the Annual Fixed Asset Inventory Certification. Upon a motion by Mr. Glenn, seconded by Mrs. Vinson, the Board unanimously approved the annual certification.

Mrs. Regina Choate presented a recommendation for a Construction Manager at Risk (CMAR) for the construction of the Allied Health Building. Administration recommended HB Construction of Albuquerque, New Mexico with a total award of \$489,000.00. Source of funding will be from the 2017/2018 Construction for the Allied Health Building. After significant discussion, questions answered, and a motion made by Mrs. Vinson, seconded by Mr. Gomez, the Board unanimously approved this recommendation.

Dr. Sharp presented revisions to the NMJC Board Policy Manual for approval. After review of revisions presented and upon a motion made by Mr. Gomez, seconded by Mr. Black, the Board unanimously approved the revisions presented.

Mr. Dennis Kelley presented revisions to the Employee Handbook for approval. After review of revisions presented and upon a motion by Mr. Gomez, seconded by Mr. Glenn, the Board unanimously approved the revisions presented.

Ms. Chappelle called for comments from the public. Dr. Darrell Beauchamp provided updates of the "Buffalo Rain" art display by Santa Fe artist Stephanie Huerta-Branch. He stated the Western Heritage Museum is installing this art as part of the NM Arts program requiring art in public places. He further stated the

art piece will be illuminated at night with LED lights currently being installed. In addition, Dr. Beauchamp announced the next exhibit at the Western Heritage Museum, “Walk a Mile”, an exhibition of shoes worn by famous and infamous New Mexicans, opens on Thursday, June 22, 2017.

The next regular board meeting was scheduled for Thursday, July 20, 2017 beginning at 1:30 pm.

Upon a motion by Mrs. Vinson, seconded by Mr. Gomez, the board meeting adjourned at 2:40 p.m.

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Pat Chappelle, Chair

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Ron Black, Secretary

# RESOLUTION

## Betty A. Curry

- WHEREAS,** Betty A. Curry, being one of the Staff Members of New Mexico Junior College, has faithfully served the College currently for forty-three and one half years (1973 - 2017); and
- WHEREAS,** Betty A. Curry served as counselor SSDS Program from 1973 to 1977; and
- WHEREAS,** Betty A. Curry served as assistant Library and IRC learning lab from 1977 to 1993; and
- WHEREAS,** Betty A. Curry served as Learning Lab Supervisor from 1993 to 2000; and
- WHEREAS,** Betty A. Curry served as Learning Lab/Testing Center Supervisor from 2000 to 2005; and
- WHEREAS,** Betty A. Curry served as Testing Center Coordinator from 2005 to 2017; and
- WHEREAS,** Betty A. Curry has served on various committees at New Mexico Junior College and the community; and
- WHEREAS,** Betty A. Curry has been a devoted, enthusiastic and loyal staff member at New Mexico Junior College; and
- WHEREAS,** Betty A. Curry, as a staff member, has always reflected a favorable image for New Mexico Junior College; and
- WHEREAS,** Betty A. Curry has elected to retire the 1st day of July 2017.

**NOW, THEREFORE BE IT RESOLVED** that New Mexico Junior College desires to give special recognition and appreciation to **Betty A. Curry** for her service and dedication to New Mexico Junior College.

ADOPTED THIS 20th day of July 2017.

ATTEST:

  
New Mexico Junior College Board Chairperson

  
New Mexico Junior College Board Secretary



# RESOLUTION

## Winona “Willy” Miller

- WHEREAS,** Winona “Willy” Miller, being one of the Staff Members of New Mexico Junior College, has faithfully served the College currently for twenty-seven years (1990 - 2017); and
- WHEREAS,** Winona “Willy” Miller, being the Secretary for Allied Health Fields from 1990 to 1997; and
- WHEREAS,** Winona “Willy” Miller, being the Executive Secretary for Student Services from 1997 to 2017; and
- WHEREAS,** Winona “Willy” Miller has served on various committees at New Mexico Junior College and the community; and
- WHEREAS,** Winona “Willy” Miller has been a devoted, enthusiastic and loyal staff member at New Mexico Junior College; and
- WHEREAS,** Winona “Willy” Miller, as a staff member, has always reflected a favorable image for New Mexico Junior College; and
- WHEREAS,** Winona “Willy” Miller has elected to retire the 1st day of August 2017.

**NOW, THEREFORE BE IT RESOLVED** that New Mexico Junior College desires to give special recognition and appreciation to **Winona “Willy” Miller** for her service and dedication to New Mexico Junior College.

ADOPTED THIS 20th day of July 2017.

ATTEST:

  
New Mexico Junior College Board Chairperson

  
New Mexico Junior College Board Secretary



# RESOLUTION

## Nelda Helms

**WHEREAS,** Nelda Helms, being one of the Staff Members of New Mexico Junior College, has faithfully served the College currently for twenty-five years (1992 - 2017); and

**WHEREAS,** Nelda Helms served as Professor of Physical Education from 1992 to 2017; and

**WHEREAS,** Nelda Helms has served on various committees at New Mexico Junior College and the community; and

**WHEREAS,** Nelda Helms has been a devoted, enthusiastic and loyal staff member at New Mexico Junior College; and

**WHEREAS,** Nelda Helms, as a staff member, has always reflected a favorable image for New Mexico Junior College; and

**WHEREAS,** Nelda Helms has elected to retire the 1st day of August 2017.

**NOW, THEREFORE BE IT RESOLVED** that New Mexico Junior College desires to give special recognition and appreciation to **Nelda Helms** for her service and dedication to New Mexico Junior College.

ADOPTED THIS 20th day of July 2017.

ATTEST:

  
New Mexico Junior College Board Chairperson



  
New Mexico Junior College Board Secretary

# RESOLUTION

## Tami M. Cavitt

- WHEREAS,** Tami M. Cavitt, being one of the Staff Members of New Mexico Junior College, has faithfully served the College for twenty-two and one half years; and
- WHEREAS,** Tami M. Cavitt has served as Professor of Spanish and ESL (English as a Second Language) from 1995 to 2017; and
- WHEREAS,** Tami M. Cavitt has served on various committees at New Mexico Junior College and in the community; and
- WHEREAS,** Tami M. Cavitt has been a devoted, enthusiastic and loyal faculty member at New Mexico Junior College; and
- WHEREAS,** Tami M. Cavitt as an educator, has always reflected a favorable image for New Mexico Junior College; and
- WHEREAS,** Tami M. Cavitt has elected to retire the 1st day of August 2017.

**NOW, THEREFORE BE IT RESOLVED** that **Tami M. Cavitt**, be declared Professor Emeritus of New Mexico Junior College with all the rights and privileges pertaining thereto;

ADOPTED THIS 20th day of July 2017.

ATTEST:

  
New Mexico Junior College Board Chairperson

  
New Mexico Junior College Board Secretary



# RESOLUTION

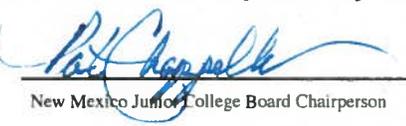
## Delores D. Thompson

- WHEREAS,** Delores D. Thompson, being one of the Staff Members of New Mexico Junior College, has faithfully served the College currently for twelve years (2005 - 2017) and from (1994 - 2000) for a total of eighteen years; and
- WHEREAS,** Delores D. Thompson has served as Director of Nursing from 2010 to 2017; and
- WHEREAS,** Delores D. Thompson has served as the Professor of Nursing from 2005 to 2010 and from 1994 to 2000; and
- WHEREAS,** Delores D. Thompson has served as the New Mexico Junior College Health Practitioner from 2005 to 2016; and
- WHEREAS,** Delores D. Thompson has served on various committees at New Mexico Junior College and in the community; and
- WHEREAS,** Delores D. Thompson has been a devoted, enthusiastic and loyal staff member at New Mexico Junior College; and
- WHEREAS,** Delores D. Thompson as a staff member, has always reflected a favorable image for New Mexico Junior College; and
- WHEREAS,** Delores D. Thompson has elected to retire the 1st day of June 2017.

**NOW, THEREFORE BE IT RESOLVED** that New Mexico Junior College desires to give special recognition and appreciation to **Delores D. Thompson** for her service and dedication to New Mexico Junior College.

ADOPTED THIS 20th day of July 2017.

ATTEST:

  
New Mexico Junior College Board Chairperson



  
New Mexico Junior College Board Secretary

## RESOLUTION

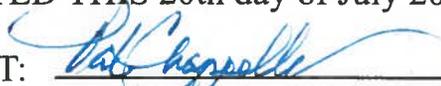
# Dr. Stephen A. Townsend

- WHEREAS, Dr. Stephen A. Townsend**, being one of the Staff Members of New Mexico Junior College, has faithfully served the College for eighteen years; and
- WHEREAS, Dr. Stephen A. Townsend** has served as Professor of Government/History from 1999 to 2017; and
- WHEREAS, Dr. Stephen A. Townsend** has served as Department Chairperson from 2010 and 2017; and
- WHEREAS, Dr. Stephen A. Townsend** was selected as Faculty of the Year 2010; and
- WHEREAS, Dr. Stephen A. Townsend** has served on various committees at New Mexico Junior College and in the community; and
- WHEREAS, Dr. Stephen A. Townsend** has been a devoted, enthusiastic and loyal faculty member at New Mexico Junior College; and
- WHEREAS, Dr. Stephen A. Townsend** as an educator, has always reflected a favorable image for New Mexico Junior College; and
- WHEREAS, Dr. Stephen A. Townsend** has elected to retire the 1st day of July 2017.

**NOW, THEREFORE BE IT RESOLVED** that **Dr. Stephen A. Townsend**, be declared Professor Emeritus of New Mexico Junior College with all the rights and privileges pertaining thereto;

ADOPTED THIS 20th day of July 2017.

ATTEST:

  
New Mexico Junior College Board Chairperson

  
New Mexico Junior College Board Secretary



# RESOLUTION

## Jimmy A. Gutierrez

- WHEREAS,** Jimmy A. Gutierrez, being one of the Staff Members of New Mexico Junior College, has faithfully served the College for eleven years; and
- WHEREAS,** Jimmy A. Gutierrez has served as Custodian from 2006 to 2017; and
- WHEREAS,** Jimmy A. Gutierrez has served on various committees at New Mexico Junior College and in the community; and
- WHEREAS,** Jimmy A. Gutierrez has been a devoted, enthusiastic and loyal staff member at New Mexico Junior College; and
- WHEREAS,** Jimmy A. Gutierrez as a staff member, has always reflected a favorable image for New Mexico Junior College; and
- WHEREAS,** Jimmy A. Gutierrez has elected to retire the 1st day of July 2017.

**NOW, THEREFORE BE IT RESOLVED** that New Mexico Junior College desires to give special recognition and appreciation to **Jimmy A. Gutierrez** for her service and dedication to New Mexico Junior College.

ADOPTED THIS 20th day of July 2017.

ATTEST:

  
New Mexico Junior College Board Chairperson

  
New Mexico Junior College Board Secretary



# NEW MEXICO JUNIOR COLLEGE

Vice President for Finance

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

From: Dan Hardin

Date: July 7, 2017

RE: Expenditure and Revenue Reports for June

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June is the last month of the 2016/2017 fiscal year. The expenditure report represents expenditure totals that include funds expended and encumbered. For this report the encumbrances are still included. The unrestricted expenditures for June 2017 are \$2,052,674.00 with the year-to-date expenditures at \$27,899,110.00. At the date of this report, not all of the expenditures for 2016/2017 have been posted. When this report was generated; there are several bills for June that will not be received until later on in July. Although, these are not the final numbers for current unrestricted funds, we project that about 66% of the total expenses for FY 17 will be spent on salaries and benefits.

Faculty salaries	\$ 5,519,280.00	29%
Professional salaries	\$ 5,246,839.00	28%
Support salaries	\$ 3,315,555.00	18%
<u>Benefits</u>	<u>\$ 4,623,882.00</u>	<u>25%</u>
Total salaries & benefits	\$18,705,556.00	100%

Utility costs account for 4 percent of the unrestricted budget. The utility costs for FY 17 are comparable to FY16. In FY 16, we spent \$1,159,168.00 on utility costs. We expect the final FY 17 utility cost to be around \$1,150,000.00 for the year.

In the restricted funds, the Grants remain on track for the year, with 72% of their budget spent to date. The restricted student aid is directly tied to the pell and loan awards. There are still funds to be drawn in that will be posted in FY 17.

Plant funds expenditures in June was \$212,030.00, with a year-to-date total of \$16,282,125.00. Overall, the total expenses for June are \$2,366,512.00 and the total expenditures year-to-date are \$49,593,753.00.

The revenue report for June 2017 remains positive. Current unrestricted revenue for the month of June was \$3,475,229.00 with the year-to-date at \$32,704,810.00. We still

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have three months of Oil and Gas production to post in the 2016/2017 fiscal year. Also, please note the property tax revenue totaling \$1,835,653.00 posted in June, this brings the year-to-date for property tax revenue to \$9,141,720.00. The revenue from restricted funds was \$238,987.00 for the month. Total year-to-date restricted revenue is \$5,462,650.00. Please remember most of the Grants do not end their fiscal year in June, so they continue with their budget year. We will have some remaining restricted student aid revenue to be drawn. The revenue received in the plant funds was from LGIP interest. Total revenue for the month of June was \$3,719,988.00 and the year-to-date revenue for unrestricted, restricted and plant funds is \$43,362,100.00

Oil and Gas and Oil and Gas Equipment revenue of \$10,092,778.00 includes the accrual for April, May and June, at this time the College is \$2,857,778.00 over the budget for Oil and Gas and Oil and Gas equipment revenue. The Oil & Gas revenue in excess of the accrual for April, May and June will be added to the revenue for 2016/2017. We expect that the final revenue for Oil and Gas and Oil and Gas equipment to be close to \$10,500,000.00, which will be 3,200,000.00 over budget.

In the investment report you can see that we have \$8,593,127.00 placed in the LGIP at yearend. There is \$10,242,280.68 designated as capital projects.

The Business Office has been working with the auditors in preparing reports for the yearend and getting ready for the audit.

This is the Financial Report for June 2017 .

**NEW MEXICO JUNIOR COLLEGE**  
**Expenditure Report**  
**June 2017**

100% of Year Completed

Fund	2015-16			2016-17			
	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	10,779,949	9,743,844	90%	10,626,545	808,677	9,693,908	91%
Academic Support	2,593,505	2,690,635	104%	2,766,521	203,754	2,699,375	98%
Student Services	2,036,525	2,007,009	99%	2,120,114	157,215	2,006,822	95%
Institutional Support	4,905,100	4,701,363	96%	5,384,221	346,736	4,657,060	86%
Operation & Maintenance of Plant	3,847,038	3,933,190	102%	3,751,144	70,773	3,702,585	99%
<b>Subtotal - Instruction &amp; General</b>	<b>24,162,117</b>	<b>23,076,041</b>	<b>96%</b>	<b>24,648,545</b>	<b>1,587,155</b>	<b>22,759,750</b>	<b>92%</b>
Student Activities	0		0%	0	0		0%
Research	0		0%	0	0		0%
Public Service	0		0%	0	0		0%
Internal Service Departments	155,121	120,670	78%	49,232	(5,959)	128,109	260%
Student Aid	733,309	846,948	115%	864,953	13,206	685,996	79%
Auxiliary Enterprises	2,519,579	2,469,868	98%	2,792,782	287,999	2,781,840	100%
Athletics	1,582,870	1,589,447	100%	1,537,586	170,273	1,543,415	100%
<b>Total Current Unrestricted Fund</b>	<b>29,152,996</b>	<b>28,102,974</b>	<b>96%</b>	<b>29,893,098</b>	<b>2,052,674</b>	<b>27,899,110</b>	<b>93%</b>
<b>CURRENT RESTRICTED FUND</b>							
Grants	3,014,797	1,920,616	64%	1,977,141	88,851	1,423,518	72%
Student Aid	3,641,528	3,574,678	98%	3,989,359	13,075	3,989,118	100%
<b>Total Current Restricted Fund</b>	<b>7,045,554</b>	<b>5,495,294</b>	<b>78%</b>	<b>5,966,500</b>	<b>101,926</b>	<b>5,412,636</b>	<b>91%</b>
<b>PLANT FUNDS</b>							
<b>Capital Outlay / Bldg. Renewal &amp; Repl.</b>							
Projects from Institutional Funds	5,199,396	4,128,583	79%	11,519,140	192,508	10,079,965	88%
Projects from State GOB Funds	1,389,694	317,875	0%	4,955,549		4,955,550	100%
Projects from State STB Funds		553,777	0%	785,072		783,277	0%
Projects from General Fund	0		0%	0			0%
Projects from Private Funds	0		0%	0			0%
Projects from State ER&R	332,720	117,340	35%	332,720	10,315	201,808	61%
Projects from State BR&R	835,068	873,327	105%	597,281	9,207	261,525	44%
Subtotal - Capital and BR&R	<b>7,756,878</b>	<b>5,990,902</b>	<b>77%</b>	<b>18,189,762</b>	<b>212,030</b>	<b>16,282,125</b>	<b>90%</b>
<b>Debt Service</b>							
Revenue Bonds	0	0	0%	0	0	0	0%
<b>Total Plant Funds</b>	<b>7,756,878</b>	<b>5,990,902</b>	<b>77%</b>	<b>18,189,762</b>	<b>212,030</b>	<b>16,282,125</b>	<b>90%</b>
<b>GRAND TOTAL EXPENDITURES</b>	<b>43,955,428</b>	<b>39,589,170</b>	<b>90%</b>	<b>54,049,360</b>	<b>2,366,630</b>	<b>49,593,871</b>	<b>92%</b>

**NEW MEXICO JUNIOR COLLEGE**  
**Revenue Report**  
**June 2017**

100% of Year Completed

Fund	2015-16			2016-17			
	Final Budget	Year-to-date Revenue	Percentage of Budget Received	Budget	Current Revenue	Year-to-date Revenue	Percentage of Budget Received
<b>CURRENT UNRESTRICTED FUND</b>							
<b>Instruction and General:</b>							
Tuition and Fees	3,692,200	3,976,335	108%	3,700,960	95,146	3,921,634	106%
State Appropriations	6,129,500	6,192,798	101%	5,683,280	473,657	5,759,516	101%
Advalorem Taxes - Oil and Gas	7,235,000	9,181,233	127%	10,155,000	883,656	10,092,778	99%
Advalorem Taxes - Property	6,853,725	7,764,858	113%	8,048,000	1,835,653	9,141,720	114%
Interest Income	4,000	513	13%	15,000	324	819	5%
Other Revenues	330,105	398,872	121%	347,984	68,151	544,640	157%
<b>Subtotal - Instruction &amp; General</b>	<b>24,244,530</b>	<b>27,514,609</b>	<b>113%</b>	<b>27,950,224</b>	<b>3,356,587</b>	<b>29,461,107</b>	<b>105%</b>
Student Activities	0	0	0%	0	0	0	0%
Public Service	0	0	0%	0	0	0	0%
Internal Service Departments	27,000	12,916	48%	39,170		12,006	31%
Auxiliary Enterprises	2,288,000	2,503,445	109%	2,586,000	80,102	2,770,657	107%
Athletics	487,200	488,695	100%	477,300	38,540	461,040	97%
<b>Total Current Unrestricted</b>	<b>27,046,730</b>	<b>30,519,665</b>	<b>113%</b>	<b>31,052,694</b>	<b>3,475,229</b>	<b>32,704,810</b>	<b>105%</b>
<b>CURRENT RESTRICTED FUND</b>							
Grants	2,055,881	1,935,708	94%	1,977,141	92,954	1,481,127	75%
Student Aid	4,989,673	3,453,715	69%	3,989,359	146,033	3,981,523	100%
<b>Total Current Restricted</b>	<b>7,045,554</b>	<b>5,389,423</b>	<b>76%</b>	<b>5,966,500</b>	<b>238,987</b>	<b>5,462,650</b>	<b>92%</b>
<b>PLANT FUNDS</b>							
Capital Outlay / Bldg. Renewal & Repl.							
Projects from State GOB Funds	5,000,000	665,322	0%	4,955,549		4,955,549	0%
Projects from State STB Funds	0	52,878	0%	785,072		189,014	0%
Projects from General Fund	0		0%	0		0	0%
Projects from Private Funds	0		0%	0		0	0%
Interest Income (LGIP)	10,000	28,743	287%	10,000	5,772	50,077	0%
<b>Total Plant Funds</b>	<b>5,010,000</b>	<b>746,943</b>	<b>15%</b>	<b>5,750,621</b>	<b>5,772</b>	<b>5,194,640</b>	<b>90%</b>
<b>GRAND TOTAL REVENUES</b>	<b>39,102,284</b>	<b>36,656,031</b>	<b>94%</b>	<b>42,769,815</b>	<b>3,719,988</b>	<b>43,362,100</b>	<b>101%</b>

# NEW MEXICO JUNIOR COLLEGE

## Oil and Gas Revenue Report

### June 2017

100% of Year Completed

		OIL		GAS		COMBINED		
Sales	Month of	Price per BBL	Lea County BBLs sold	Price per MCF	Lea County MCF sold	Monthly Revenue	2015-16 Original Budget	Variance Over (Under) Budget
	Distribution							
Actual	July	\$39.01	6,018,599	\$2.97	20,943,874	669,124	465,000	204,124
Actual	August	\$38.71	6,014,911	\$2.94	21,145,798	668,295	465,000	203,295
Actual	September	\$40.18	5,881,993	\$2.97	20,075,420	630,153	465,000	165,153
Actual	October	\$44.27	4,992,790	\$3.81	16,487,829	642,976	465,000	177,976
Actual	November	\$40.85	6,329,185	\$3.09	19,895,927	867,462	465,000	402,462
Actual	December	\$47.27	6,610,540	\$3.85	21,562,618	867,215	465,000	402,215
Actual	January	\$47.68	6,844,208	\$3.97	21,818,831	965,639	465,000	500,639
Actual	February	\$48.54	6,156,981	\$3.93	19,939,636	869,151	465,000	404,151
Actual	March	\$44.43	7,265,497	\$3.11	24,083,587	882,691	465,000	417,691
Accrual	April					465,000	465,000	0
Accrual	May					465,000	465,000	0
Accrual	June					465,000	465,000	0
Y.T.D. Production Tax Revenue						8,457,706	5,580,000	2,877,706
Y.T.D. Equipment Tax Revenue						1,635,072	1,655,000	(19,928)
<b>Total Year-to-Date Oil &amp; Gas and Equipment Tax Revenue</b>						<b>10,092,778</b>	<b>7,235,000</b>	<b>2,857,778</b>

*Source: New Mexico Taxation and Revenue Department*

# NEW MEXICO JUNIOR COLLEGE

## Schedule of Investments

### June 2017

100% of Year Completed

Financial Institution	Amount Invested	Account Number	Interest Rate	Interest Earned
State of New Mexico Local Government Investment Pool	8,593,127	7102-1348	0.147%	5,772
Plus deposits	0			
Less withdrawals	0			
<b>Total LGIP investments</b>	<u>8,593,127</u>			<u>5,772</u>

Capital Projects	6/30/2017
Vehicles	8,443.50
Campus Master Plan	60,000.00
Technology Upgrade	304,515.50
JASI	10,881.20
WHM South Gallery	266,594.43
Baseball Field	19,862.95
Rodeo Arena	37,868.68
Luminis Software	2,993.00
Landscaping	192,776.93
Campus Signage	200,601.67
Dorm/Apartment Refurbish	406,721.75
Campus Construction	230,261.38
Oil & Gas Training	151,116.05
Public Sector	9,227.00
Campus Security	114,000.01
Lumens Software-Distance Learnig	5,000.00
Copier Replacement	274.00
Non-Recurring Compensation	152,169.10
Athletics	3,188.90
Student Life Programming	20,432.28
Warehouse/Cont Ed Remodel	669.00
Succession Plan	52,014.15
WHM Exhibits	83,059.20
Mansur Hall Upgrades	14,509.95
Driving Range Upgrades	200,000.00
Entertainment Technology	576,829.63
Cafeteria Upgrade	176,420.46
Channel 19 Upgrade	24,856.74
FERPA & Title IX	8,564.50
Equestrian Center	3,000,000.00
Bob Moran Upgrades	60,803.91
Turf Replacement	82,781.47
WHM Titanic Exhibit	6,761.81
HVAC Software-Central Plant	200,000.00
Busing Support for Recruiting	5,872.30
HED Faculty Development	19,395.00
Omni Update	7,500.00
Allied Health	3,522,884.78
Workforce Training Contingency	2,429.45
<b>Total</b>	<b>10,242,280.68</b>

NOTE: Capital projects total does not include encumbered funds

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# NEW MEXICO JUNIOR COLLEGE

Vice President for Finance

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

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To: Board Members  
From: Dan Hardin  
RE: Quarterly Financial Action Report  
Date: July 7, 2017

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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 June 30, 2017. 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 June 30, 2017. The final end-of-year revenue and expense, net position statement and cash flow statement will be presented at the completion of the audit probably in January of February of 2018. It takes several months to get in all of the revenue and expenses related to the fiscal year posted.

Respectfully,



Dan Hardin

QUARTERLY FINANCIAL ACTION REPORT

Fiscal Year 17

Today's Date: 7-20-2017

Period (check one)

1st quarter  2nd quarter  3<sup>rd</sup>  quarter  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:

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

Yes:  No:

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

No:

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

No:

(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:

(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:

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.

# Focused on Student Success

Strategic Plan 2017-2022



**New Mexico Junior College**

New Mexico's Premier Community College

### **NMJC Mission**

New Mexico Junior College, as a comprehensive community college, promotes success through learning

### **NMJC Vision**

New Mexico Junior College's mission will be achieved by building a culture that values and promotes excellence, effectiveness, responsiveness, access, and community involvement.

## The Planning Process

This plan evolved from an extended series of conversations among campus and community stakeholders, and review of key data that provides a clear picture of current operations and outcomes.

The first organized activity of this process involved a formal review of the college mission and vision. All NMJC staff and faculty were surveyed for their views and thoughts about the current mission and vision statements. In addition, electronic surveys were presented to current NMJC students as well as NMJC community supporters (as identified by the NMJC Foundation and using electronic mailing lists of community leaders throughout Lea County). Results of the surveys suggested strong support for the current expression of the college mission and vision. These results were reported to the NMJC Board for discussion. Following a public discussion of the information, the NMJC Board formally voted to support the current language of the college mission and vision.

Early planning conversations began among the executive team and then expanded to a working session of campus managers. Following those conversations, a survey was sent to campus managers asking for their detailed thoughts on a number of issues that had been identified in the early conversations. These topics included efficiency and effectiveness, enrollment, student success, academic quality, resource management, community education and workforce training, and language acquisition.

The conversations then moved to open sessions for faculty and staff. All faculty and staff were invited to a series of meetings where they could voice their thoughts on these issues as well as their own priorities. Two separate, open sessions were held for staff and two for members of faculty.

A number of individual conversations were conducted with community leaders from throughout Lea County. The NMJC Board has been engaged with the conversation during regular meetings when progress on the plan was reported. The Board members then provided direct feedback to the plan following their own day-long planning session.

Planning staff then worked to collect the varied feedback and suggestions into a working draft of a new strategic plan. Various parts of this draft have been reviewed by different members of the campus team throughout the weeks of writing.

The final draft of the plan was sent to the college president and members of the executive team for review and comment prior to presenting the plan for review and adoption by the Board at their July 2017 meeting.

### Structure of the plan:

- I. Context – the context of the plan describes recent developments over the past five years, and highlights some of the very specific challenges and opportunities confronting NMJC over the next five years.
- II. Institutional and Participant Commitment – describes the philosophical and personal commitments that will be necessary for stakeholders to be successful in their efforts to implement the plan activities and to help more NMJC student achieve their goals.

- III. Primary Institutional Goals – these are the “big” ones, the major institutional goals that will be central to transforming student outcomes and guiding NMJC into the next five years.
- IV. Areas of Focus and Strategic Goals – these are the key operating areas that were identified as central to supporting efforts to achieve the institutional goals.
- V. Focused Activities – these are the active operating plans that support achievement of the strategic goals and the broader institutional goals.

## I. Context of the Plan –

### The Past Five Years:

A new president took office in August 2016

Early College High School and dual credit comprise 20% of enrollment

Selection of NMJC to serve as a Pathway Pioneer for the Higher Learning Commission

Successful re-accreditation by the Higher Learning Commission in 2015

Significant community activities

- Creation of the New Horizons Foundation

- Titanic: The Artifact Exhibition

- Active partner in development of the new CORE facility

Workforce training programs that are consistently #1 or #2 in the State of New Mexico

Successful athletic programs including national championship outcomes

Stable enrollment including above average graduation rates (compared to IPEDS peers)

Steady reduction in external funding from the State of New Mexico

The nursing program consistently ranks in the top 10% nationally of student testing outcomes

Approval of funding for the new Allied Health Building

### Looking Forward:

**Regulatory and Financial Uncertainty:** NMJC is entering an extended period of financial pressure, uncertainty of funding sources, and regulatory ambiguity.

- Regulatory uncertainty
  - Federal issues include the future of student aid, immigration policies and processes, and requirements for gainful employment.
  - State issues include changes in common curriculum requirements, dual credit funding, and pressure for some form of college system within New Mexico.
- Escalation of expectations and restrictive rules related to accreditation
  - Changes in faculty credentials, a new system of accreditation, and increased oversight are examples of new directions and focus for the Higher Learning Commission.
  - A prime example of these changes is the new Year 4 Assurance Argument that is peer reviewed and carries the risk of significant punitive actions by the HLC in response to any perceived issues. NMJC's argument will be due in 2019.
- Financial uncertainty
  - NMJC continues to be dependent on the strength of the local economy (local property tax levels do not shift rapidly but oil and gas tax revenues are directly tied to daily field production).
  - State funding is always a question, and currently higher education is in a cycle of annual reductions with no near-term end in sight. The current budget crisis has caused massive uncertainty and concern within the higher education community, and casts a shadow on

the future of state funding for higher education in New Mexico. Further, changes in state policies related to dual credit have the potential of affecting (for better or worse) a segment of students that account for 18%+ of NMJC's current enrollment.

- Federal funding for students is always a question, particularly in the current political climate in Washington, DC. Although Pell funding and student loans account for a relatively small portion of NMJC's student revenue, the fact remains that the new administration – backed by a conservative Congress – could implement changes that will have a dramatic impact on the student aid landscape.

**Student and Community Expectations:**

- Student expectations with regards to college are rising. Students perceive that they need to have a college education as part of their credentials, and they expect to have access to colleges that can deliver those credentials. Students are living in an environment where the flow of information is reaching flood stage proportions, and colleges are being challenged to help students manage and comprehend that flow to their advantage. Finally, students recognize that the skills they need are changing based on shifts in the economy, and they expect that colleges will deliver relevant education that is valued by current and potential employers. Further, students expect that the personal resources (time and money) that they spend on their education will pay dividends in terms of their quality of life and income potential.
- Communities expect that the college will be relevant, offer students the skills they need to contribute effectively to the *local* economy, that the college will play a role in the community that goes beyond simple offering of classes and degrees, and that the college will maintain a positive image which highlights the college role in the fabric of the overall community. More to the point, local communities have an expectation that significant local support for the college will be reflected in the college placing local needs at the top of any list of priorities, and that decisions about future directions will always include consideration for local needs and desires.

**Current student outcomes are unacceptable:**

- The majority of community college students, NMJC students included, do not complete a program of study or transfer to another school.

## II. Institutional and Participant Commitment:

The culture of an organization is created by the individuals who do the work, make the decisions, and determine the values by which they act. Successful implementation of the activities outlined in this plan will require all stakeholders to:

Act with intentionality –

- Work with a sense of purpose

- Work with a clear direction and common effort

- Work with a sense of urgency

Engage in critical conversations –

- Informed conversation

- Cross functional

- Right people at the table

- Safe conversations (yet recognize that risk has to exist)

- Difficult topics

- Recognize difference between strategic and tactical issues

Work with knowledge that is based on information that is –

- Accurate

- Timely

- Relevant

- Common to all

Establish and sustain an institutional commitment to –

- Relentless focus on goals

- Drive efforts to scale

- Focus on high impact activities

### **III. Primary Institutional Goals:**

1. Create a great student experience
2. Double the program and degree completion rates by 2022.
3. Increase institutional enrollment
  - a. 4,000 credit bearing students by 2020
  - b. Increase workforce and professional training enrollments
  - c. Increase community education enrollments

## IV. Areas of Focus and Strategic Objectives

Area of Focus	Strategic Goal(s)	Tactical Objectives in Support of Goal(s)
Student Success	<p>Increase student success at NMJC as evidenced by an increased percentage of completions (degree and certificate).</p> <p>and</p> <p>Increase student satisfaction and engagement (create a great/positive experience).</p>	<ul style="list-style-type: none"> <li>• Increase % of graduates (for both full time and part time cohorts)</li> <li>• Reduce time and credits to completion</li> <li>• Increase semester x semester retention</li> <li>• Increase course persistence &amp; completion</li> <li>• Benchmarks               <ul style="list-style-type: none"> <li>○ CCSSE measures</li> <li>○ Noel Levitz measures</li> <li>○ Direct feedback</li> </ul> </li> </ul>
Educational Quality	<p>Improve the quality of instruction and learning outcomes across all modes of curriculum delivery at NMJC.</p>	<ul style="list-style-type: none"> <li>• Assessment of learning outcomes               <ul style="list-style-type: none"> <li>○ Institutional</li> <li>○ Course/program level</li> </ul> </li> <li>• Parity of outcomes across all modes</li> <li>• Focus on faculty credentials and professional development</li> <li>• Increased student engagement               <ul style="list-style-type: none"> <li>○ CCSSE measures</li> <li>○ Student feedback</li> </ul> </li> <li>• 3<sup>rd</sup> party recognition/evaluation</li> </ul>
Enrollment growth	<p>Expand credit-bearing enrollment through a combination of additional enrollments as well as significantly improved retention rates.</p>	<ul style="list-style-type: none"> <li>• Increase semester x semester retention</li> <li>• Increase course persistence &amp; completion</li> <li>• Increase persistence of part-time students</li> <li>• Increase overall enrollment levels of full time and part time students</li> </ul>
Resource Management	<p>Continue conservative management of existing resources and develop additional sources of institutional and student support.</p>	<ul style="list-style-type: none"> <li>• Benchmark operations (NCCBP)</li> <li>• Increase 3<sup>rd</sup> party grant resources</li> <li>• Increase NMJC Foundation endowment and annual income</li> </ul>

<p>Workforce and Professional Training</p>	<p>Increase the number of students served and the number of companies served (continue to prioritize local training needs).</p> <p>and</p> <p>Secure additional 3<sup>rd</sup> party funding.</p> <p>and</p> <p>Improve revenue:expense margin</p>	<ul style="list-style-type: none"> <li>• Increase number of workforce students</li> <li>• Increase number of companies served</li> <li>• Ranking within state workforce programs</li> <li>• Student &amp; Client satisfaction</li> <li>• Increase external, non-fee revenue</li> <li>• Improve revenue:expense margin</li> </ul>
<p>Community Education &amp; engagement</p>	<p>Increase the number of students served and the number of courses offered throughout the county.</p> <p>and</p> <p>Improve the revenue:expense margin</p>	<ul style="list-style-type: none"> <li>• Increase number of students</li> <li>• Increase number of classes</li> <li>• Improve revenue:expense margin</li> <li>• Student satisfaction</li> </ul>

## V. Focused Activities

Activities:

Description:

Focus on relevant programs	Working with community, faculty, and students, the college will identify those programs and offerings which most closely align with community/student needs. Priorities for resource allocation will be placed on those programs that have opportunity for growth/expansion and most closely align with community and student needs.
Extend program lines	Review NMJC academic programs for opportunities to extend program lines to include more opportunities for students within their chosen course of study (e.g. extend health care options beyond nursing to include other health-related professions).
Revise degree structures	Based on outcomes of the “trifecta initiative” from HED, review NMJC degree plans and requirements to a) ensure that the degrees are in line with the revised general education requirements outlined by HED, and b) simplify the plans to better serve student needs and expectations.
Course scheduling	Conduct a deep review of course scheduling including modes of delivery to ensure that schedules and alternative modes of delivery are meeting the full range of student needs.
Update Articulation agreements	Update articulation agreements with targeted four-year institutions. This activity will, of necessity, follow the revision of NMJC degree plans that will take place as part of the HED “trifecta initiative.” As part of this process, study the effectiveness of NMJC transfer curriculum (through direct connection with students who transferred to four-year institutions).
Guided Pathways	Implement the Guided Pathways model for advising students. In addition, evaluate opportunities for establishing a credit-for-prior learning initiative to help bring students back to college for completion of their degrees.
Customer service	Create a specific effort to improve the “customer service” relations with students, their families, and potential students.
Part-time students	Conduct a deep study of NMJC part-time students and identify issues and opportunities to help them be more successful. Build on the findings from CCSSE and develop specific initiatives in support of part-time students.
Retention	Evaluate current retention of students, and identify intervention strategies to target and retain students at risk of dropping or stopping out. Begin the process with active conversations (focus groups) and then detailed study of outcomes.

New revenue	Actively seek to develop new sources of revenue such as third-party grants, active fundraising through the NMJC Foundation, and thoughtful review/revision of the current tuition business model (seeking to better align revenue with costs).
Professional development and recognition	Continue to provide expanding professional development activities on and off-campus for staff and faculty. Evaluate the current recognition activities with the objective of creating more expansive and meaningful recognition of faculty and staff success.
Marketing plan	Develop an integrated enrollment marketing plan that clearly identifies target student groups, opportunities for new programs/degrees, key messages, and coordinated advertising and marketing plans.

The “next steps” after adoption of this plan will be assignment of these focused activities to specific groups on campus. These working groups will then be responsible for developing the detailed plans, including timelines, for implementation.

# Strategic Planning 2017

NMJC BENCHMARK DATA – JUNE 2017

OFFICE OF INSTITUTIONAL EFFECTIVENESS

# I. NMJC STUDENT PROFILE: 2012-2016

**Table 1 - Student Enrollment by Gender**

Gender		Academic Term					Total
		Fall12	Fall13	Fall14	Fall15	Fall16	
F	Count	1749	1681	1801	1769	1590	8590
	% within Academic Term	59.7%	58.0%	57.9%	63.0%	63.1%	60.2%
M	Count	1183	1215	1307	1037	918	5660
	% within Academic Term	40.3%	42.0%	42.1%	37.0%	36.4%	39.7%
N	Count	0	0	0	0	11	11
	% within Academic Term	0.0%	0.0%	0.0%	0.0%	0.4%	0.1%
Total	Count	2932	2896	3108	2806	2519	14261
	% within Academic Term	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%

**Table 2 - Student Enrollment By Status**

Student Status		Academic Term					Total
		Fall12	Fall13	Fall14	Fall15	Fall16	
Fulltime	Count	570	644	648	643	748	3253
	% within Academic Term	19.4%	22.2%	20.8%	22.9%	29.7%	22.8%
Parttime	Count	2362	2252	2460	2163	1771	11008
	% within Academic Term	80.6%	77.8%	79.2%	77.1%	70.3%	77.2%
Total	Count	2932	2896	3108	2806	2519	14261
	% within Academic Term	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%

**Table 3 - Student Enrollment Classification**

Student Classification		Academic Term					Total
		Fall12	Fall13	Fall14	Fall15	Fall16	
0-Unclassified	Count	0	0	0	1	1	2
	% within Academic Term	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
1-Concurrent High School	Count	72	79	51	40	34	276
	% within Academic Term	2.5%	2.7%	1.6%	1.4%	1.3%	1.9%
2-ACT Academy High School	Count	0	0	0	118	0	118
	% within Academic Term	0.0%	0.0%	0.0%	4.2%	0.0%	0.8%
3-Dual High School	Count	539	469	496	453	524	2481
	% within Academic Term	18.4%	16.2%	16.0%	16.1%	20.8%	17.4%
4-First-time Freshman	Count	559	666	816	485	470	2996
	% within Academic Term	19.1%	23.0%	26.3%	17.3%	18.7%	21.0%
5-Continuing	Count	1288	1243	1176	1251	1127	6085
	% within Academic Term	43.9%	42.9%	37.8%	44.6%	44.7%	42.7%
6-Readmitted	Count	118	113	129	131	140	631
	% within Academic Term	4.0%	3.9%	4.2%	4.7%	5.6%	4.4%
7-Transfer from within NM	Count	23	20	40	26	30	139
	% within Academic Term	0.8%	0.7%	1.3%	0.9%	1.2%	1.0%
8-Tranfer from outside NM	Count	57	49	63	50	65	284
	% within Academic Term	1.9%	1.7%	2.0%	1.8%	2.6%	2.0%
9-Non-Degree Seeking	Count	276	257	335	249	128	1245
	% within Academic Term	9.4%	8.9%	10.8%	8.9%	5.1%	8.7%
R-Do not use	Count	0	0	2	2	0	4
	% within Academic Term	0.0%	0.0%	0.1%	0.1%	0.0%	0.0%
Total	Count	2932	2896	3108	2806	2519	14261
	% within Academic Term	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%

**Table 4 - Reported Ethnicity of Enrolled Students**

Ethnicity		Academic Term					Total
		Fall12	Fall13	Fall14	Fall15	Fall16	
-	Count	2	24	8	69	88	191
	% within Academic Term	0.1%	0.8%	0.3%	2.5%	3.5%	1.3%
0-Other	Count	0	0	0	1	0	1
	% within Academic Term	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
1-White	Count	1293	1189	1245	1084	896	5707
	% within Academic Term	44.1%	41.1%	40.1%	38.6%	35.6%	40.0%
2-Black or African Americ	Count	167	190	242	201	164	964
	% within Academic Term	5.7%	6.6%	7.8%	7.2%	6.5%	6.8%
3-Hispanic	Count	1314	1346	1402	1289	1235	6586
	% within Academic Term	44.8%	46.5%	45.1%	45.9%	49.0%	46.2%
4-Asian	Count	25	19	23	32	33	132
	% within Academic Term	0.9%	0.7%	0.7%	1.1%	1.3%	0.9%
5-American Indian	Count	31	27	24	26	29	137
	% within Academic Term	1.1%	0.9%	0.8%	0.9%	1.2%	1.0%
6-Non-resident alien	Count	17	11	9	4	1	42
	% within Academic Term	0.6%	0.4%	0.3%	0.1%	0.0%	0.3%
7-Native Hawaiian / Pac I	Count	6	5	5	3	3	22
	% within Academic Term	0.2%	0.2%	0.2%	0.1%	0.1%	0.2%
8-Two or More Races	Count	18	25	24	30	30	127
	% within Academic Term	0.6%	0.9%	0.8%	1.1%	1.2%	0.9%
9-No Response/Unknown	Count	59	60	126	67	40	352
	% within Academic Term	2.0%	2.1%	4.1%	2.4%	1.6%	2.5%
Total	Count	2932	2896	3108	2806	2519	14261
	% within Academic Term	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%

**Table 5 - Number of Students with Pell Funding**

		Academic Term					Total	
		Fall12	Fall13	Fall14	Fall15	Fall16		
Pell Funding	No	Count	2351	2268	2566	2287	1918	11390
		% within Academic Term	80.2%	78.3%	82.6%	81.5%	76.1%	79.9%
	Yes	Count	581	628	542	519	601	2871
		% within Academic Term	19.8%	21.7%	17.4%	18.5%	23.9%	20.1%
Total	Count	2932	2896	3108	2806	2519	14261	
	% within Academic Term	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	

**Table 6 - Number of Students with Loan Funding**

		Academic Term					Total	
		Fall12	Fall13	Fall14	Fall15	Fall16		
Loan Funding	No	Count	2784	2719	2994	2690	2382	13569
		% within Academic Term	95.0%	93.9%	96.3%	95.9%	94.6%	95.1%
	Yes	Count	148	177	114	116	137	692
		% within Academic Term	5.0%	6.1%	3.7%	4.1%	5.4%	4.9%
Total	Count	2932	2896	3108	2806	2519	14261	
	% within Academic Term	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	

**Table 7 - Enrollment by Degree Classification**

		Academic Term					Total
		Fall12	Fall13	Fall14	Fall15	Fall16	
Degree	1 Year Certificate	129	106	151	84	97	567
	Associate of Applied Scie	651	619	717	655	698	3340
	Associate of Arts	610	599	594	619	573	2995
	Associate of Science	207	234	254	281	305	1281
	Certificate of Completion	43	57	84	5	2	191
	Certificate Program	54	74	66	54	52	300
	None	1238	1207	1242	1108	792	5587
Total		2932	2896	3108	2806	2519	14261

**Table 8 - Pell Funding by Student Ethnicity**

Ethnicity		Pell Funding		Total
		No	Yes	
-	Count	165	26	191
	% within Ethnicity	86.4%	13.6%	100.0%
0-Other	Count	1	0	1
	% within Ethnicity	100.0%	0.0%	100.0%
1-White	Count	4876	831	5707
	% within Ethnicity	85.4%	14.6%	100.0%
2-Black or African Americ	Count	657	307	964
	% within Ethnicity	68.2%	31.8%	100.0%
3-Hispanic	Count	5028	1558	6586
	% within Ethnicity	76.3%	23.7%	100.0%
4-Asian	Count	121	11	132
	% within Ethnicity	91.7%	8.3%	100.0%
5-American Indian	Count	98	39	137
	% within Ethnicity	71.5%	28.5%	100.0%
6-Non-resident alien	Count	37	5	42
	% within Ethnicity	88.1%	11.9%	100.0%
7-Native Hawaiian / Pac I	Count	15	7	22
	% within Ethnicity	68.2%	31.8%	100.0%
8-Two or More Races	Count	89	38	127
	% within Ethnicity	70.1%	29.9%	100.0%
9-No Response/Unknown	Count	303	49	352
	% within Ethnicity	86.1%	13.9%	100.0%
Total	Count	11390	2871	14261
	% within Ethnicity	79.9%	20.1%	100.0%

**Table 9 - Enrollment by Declared Major**

Major	Academic Term					Total
	Fall12	Fall13	Fall14	Fall15	Fall16	
Alternative Energy Technician	0	3	3	0	0	6
AT, Automotive Technology	10	0	13	2	0	25
AT, Ford Motor ASSET	25	18	25	31	31	130
AT, General Motors ASEP	22	21	21	19	18	101
Barbering	24	27	39	26	14	130
Business	104	139	153	124	154	674
Computer Information Systems	24	31	17	25	33	130
Construction Technology	0	0	0	0	1	1
Corrections Academy	9	14	12	0	0	35
Cosmetology	69	62	63	47	46	287
Criminal Justice	48	45	68	51	77	289
Early Childhood Education	55	54	59	70	94	332
ED, Education	28	34	31	27	30	150
Emergency Medical	0	0	13	0	0	13
Energy Technology	46	58	61	30	40	235
Equine	0	1	9	8	5	23
General Studies	763	790	804	844	803	4004
Industrial Technology	0	2	5	1	0	8
Legal Assistant/Paralegal	8	3	1	1	0	13
Management	1	3	4	0	1	9
NU Certified Nursing Assistant	0	3	0	0	0	3
Nuclear Technician	8	8	7	3	1	27
Pre-Nursing doing Prereq.	299	175	276	278	266	1294
Radiological Control	0	1	3	4	0	8
RN Program	77	136	76	72	76	437
Transportation	32	38	56	1	0	127
Undeclared	1249	1208	1243	1109	792	5601
Welding	31	22	46	33	37	169
<b>Total</b>	<b>2932</b>	<b>2896</b>	<b>3108</b>	<b>2806</b>	<b>2519</b>	<b>14261</b>

**Table 10 - Average Student Age by Term**

	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>
All Students	28.1	27.9	27.8	26.4	23.5
Only Fulltime	21.6	21.5	21.4	20.8	21.4
Only Part-time	29.7	29.7	29.5	28.1	24.4
Men	26.8	26.8	27.7	25.2	22.8
Women	29.0	28.7	27.9	27.2	23.8

## II. GRADUATE PROFILE

NOTE: All counts are based on unduplicated headcount. There are instances when individual students may have received more than one degree (an AA and AS is a common combination). In those instances, only one degree was counted.

**Table 11 – NMJC Graduation Rates by Gender**

			Graduation year					
			2013	2014	2015	2016	2017	Total
Gender	F	Count	143	152	137	189	276	964
		% within Graduation Year	56.5%	45.1%	54.6%	57.8%	65.1%	56.9%
	M	Count	110	185	114	138	148	729
		% within Graduation Year	43.5%	54.9%	45.4%	42.2%	34.9%	43.1%
Total		Count	253	337	251	327	424	1693
		% within Graduation Year	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%

**Table 12 – NMJC Graduation Rates by Age Range**

			2013	2014	2015	2016	2017	Total
Age Range	<18	Count	0	1	7	8	4	21
		% within Graduation Year	0.0%	0.3%	2.8%	2.4%	0.9%	1.2%
	>50	Count	6	6	2	10	24	53
		% within Graduation Year	2.4%	1.8%	0.8%	3.1%	5.7%	3.1%
	18-20	Count	78	92	107	106	95	491
		% within Graduation Year	30.8%	27.3%	42.6%	32.4%	22.4%	29.0%
	21-29	Count	109	160	98	132	173	720
		% within Graduation Year	43.1%	47.5%	39.0%	40.4%	40.8%	42.5%
	30-39	Count	45	56	23	42	93	283
		% within Graduation Year	17.8%	16.6%	9.2%	12.8%	21.9%	16.7%
	40-50	Count	15	22	14	29	35	125
		% within Graduation Year	5.9%	6.5%	5.6%	8.9%	8.3%	7.4%
Total		Count	253	337	251	327	424	1693

**Table 13 – NMJC Graduates by Reported Ethnicity**

		Year						
		2013	2014	2015	2016	2017	Total	
Ethnicity	American Indian	Count	2	2	1	2	2	9
		% within Graduation Year	0.8%	0.6%	0.4%	0.6%	0.5%	0.5%
	Asian	Count	1	3	2	2	4	15
		% within Graduation Year	0.4%	0.9%	0.8%	0.6%	0.9%	0.9%
	Black or African American	Count	15	17	22	31	35	123
		% within Graduation Year	5.9%	5.0%	8.8%	9.5%	8.3%	7.3%
	Hispanic	Count	105	152	117	161	180	750
		% within Graduation Year	41.5%	45.1%	46.6%	49.2%	42.5%	44.3%
	Native Hawaiian / Pac Isl	Count	0	1	0	0	0	1
		% within Graduation Year	0.0%	0.3%	0.0%	0.0%	0.0%	0.1%
	No Response/Unknown	Count	2	8	12	14	6	43
		% within Graduation Year	0.8%	2.4%	4.8%	4.3%	1.4%	2.5%
	Non-resident alien	Count	2	3	2	0	3	12
		% within Graduation Year	0.8%	0.9%	0.8%	0.0%	0.7%	0.7%
	Two or More Races	Count	2	4	3	1	1	11
		% within Graduation Year	0.8%	1.2%	1.2%	0.3%	0.2%	0.6%
	White	Count	124	147	92	116	193	729
		% within Graduation Year	49.0%	43.6%	36.7%	35.5%	45.5%	43.1%
Total		Count	253	337	251	327	424	1693
		% within Graduation Year	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%

**Table 14 – Degrees and Certificates Awarded (based on unduplicated headcount)**

		2013	2014	2015	2016	2017	
Degree Awarded	1 Year Certificate	41	109	60	58	48	334
	Associate of Applied Science	39	44	25	51	35	218
	Associate of Arts	85	105	117	129	223	680
	Associate of Science	44	47	42	53	91	291
	Certificate of Completion	0	3	1	16	0	20
	Certificate Program	17	10	5	20	27	87
	LPN Certificate	27	19	1	0	0	63
<b>Total</b>		<b>253</b>	<b>337</b>	<b>251</b>	<b>327</b>	<b>424</b>	<b>1693</b>

**Table 15 – Degrees and Certificates Awarded (duplicated headcount)**

		Year Awarded					Total
		2013	2014	2015	2016	2017	
Degree or Certificate	1 Year Certificate	54	121	68	74	61	378
	Associate of Applied Science	59	74	46	63	45	287
	Associate of Arts	106	138	140	167	281	832
	Associate of Science	54	53	47	65	143	362
	Certificate of Completion	0	3	1	16	0	20
	Certificate Program	26	18	9	31	31	115
	LPN Certificate	30	20	1	0	0	51
<b>Total</b>		<b>329</b>	<b>427</b>	<b>312</b>	<b>416</b>	<b>561</b>	<b>2045</b>

**Table 16 – Completions by Major Field (duplicated headcount)**

Major Field	Year Awarded					Total
	2013	2014	2015	2016	2017	
Accounting	2	1	0	0	2	5
Alternative Energy Technician	0	0	0	0	2	2
AT, Automotive Technology	0	1	0	0	0	1
AT, Ford Motor ASSET	7	6	5	6	2	26
AT, General Motors ASEP	10	9	9	4	2	34
Barbering	0	30	0	16	4	50
Business	7	3	1	4	1	16
CO, Manicurist/Facial Spec.	0	0	16	19	0	35
Computer Assisted Drafting	1	0	0	0	0	1
Computer Information Systems	1	2	1	0	3	7
Corrections Academy	0	0	0	16	0	16
Cosmetology	17	27	10	8	29	91
Criminal Justice	21	68	27	20	20	156
Early Childhood Education	7	4	8	11	23	53
ED, Education	13	8	5	11	13	50
Energy Technology	19	16	9	21	3	68
Equine	0	0	0	4	6	10
General Studies	156	187	179	229	416	1167
Industrial Technology	2	0	0	2	0	4
Legal Assistant/Paralegal	1	1	0	0	0	2
LPN Program	30	20	1	0	0	51
Management	0	1	0	1	5	7
Manicurist/Pedicurist	0	0	7	1	0	8
Nuclear Technician	8	8	4	10	3	33
Office Technology	1	2	0	1	0	4
Radiological Control	5	4	4	4	1	18
RN Program	17	29	23	22	22	113
Welding	4	0	3	6	4	17
<b>Total</b>	<b>329</b>	<b>427</b>	<b>312</b>	<b>416</b>	<b>561</b>	<b>2045</b>

NOTE: The data for Tables 16, 17, and 18 are based on NMJC annual reporting to IPEDS. The IPEDS Comparison Cohort is an IPEDS selected group of 25-30 community colleges with similar structure and demographics.

**Table 17 - Overall Graduation Rate**

(defined as a % of total entering class)

	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>
NMJC	15%	18%	18%	25%	26%
IPEDS Comparison Cohort	19%	21%	20%	22%	23%

**Table 18 - Graduation Rate within 150% of Normal Time**

	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>
NMJC	24%	15%	18%	18%	25%
IPEDS Comparison Cohort	21%	20%	21%	20%	20%

**Table 19 - Fall to Fall Retention Rate for First Time Students**

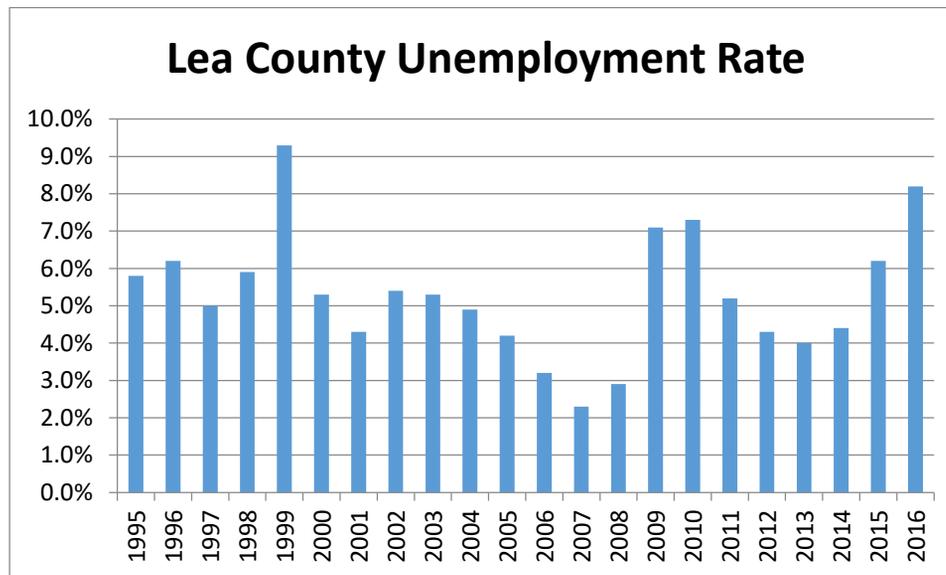
	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>
NMJC Full time Students	61%	65%	69%	62%	70%
IPEDS Comparison for Full time Students	54%	53%	55%	56%	58%
NMJC Part time Students	62%	64%	66%	61%	54%
IPEDS Comparison for Part time Students	41%	39%	38%	37%	37%

### III. LEA COUNTY & REGIONAL CHARACTERISTICS

**Table 20 – Lea County High School Seniors**

	<b>11-12</b>	<b>12-13</b>	<b>13-14</b>	<b>14-15</b>	<b>15-16</b>	<b>16-17</b>
Hobbs High	486	511	497	555	525	621
Lovington High	197	177	157	151	185	204
Tatum High	27	27	26	25	28	23
Eunice high	39	35	48	36	41	47
Jal High	23	16	30	27	41	24
Lea County 12th Graders	772	766	758	794	820	919
Attend Any College	463	460	455	476	492	551
Attend NMJC	371	368	364	381	394	441

**Table 21 – Lea County Unemployment Rate**



**Additional economic and demographics reports from EMSI are available.**