NEW MEXICO JUNIOR COLLEGE

BOARD MEETING

Thursday, June 11, 2015
Zia Room – Library

1:30 p.m.

AGENDA

A. Welcome
   Pat Chappelle

B. Adoption of Agenda
   Pat Chappelle

C. Approval of Minutes of May 26, 2015
   Pat Chappelle

D. President’s Report
   Steve McCleery

E. New Business
   1. Monthly Expenditures Report
      Dan Hardin
   2. Monthly Revenue Report
      Dan Hardin
   3. Oil and Gas Revenue Report
      Dan Hardin
   4. Schedule of Investments
      Dan Hardin
   5. Consideration of Lockheed Martin Proposal
      Robert Rhodes
   6. Personnel Recommendation – Learning Center Tutoring Specialist
      Dennis Atherton
   7. Personnel Recommendation – Professor of History/Government
      Kelly Holladay
   8. Personnel Recommendation – Career Technical Education Instructor
      Jeff McCool
      Instrumentation and Controls – TAACCCT Grant Program
   9. Consideration of Retirement Resolutions
      Steve McCleery

F. Public Comments
   Pat Chappelle

G. Announcement of Next Meeting
   Pat Chappelle

H. Closure of Open Meeting
   Pat Chappelle

I. New Business Continued in Open Meeting
   10. Consideration of President’s Contract
       Pat Chappelle

J. Adjournment
   Pat Chappelle
The New Mexico Junior College Board met on Tuesday, May 26, 2015, 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.

Mr. Black called the meeting to order and welcomed visitors and guests present: Jaycie Chesser, Hobbs News-Sun; Representative David Gallegos; Tim Thornell, Lea Regional Medical; and David Macatee, Divine Wireline Solutions, LLC.

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

Upon a motion by Mrs. Vinson, seconded by Mr. Williams, the Board unanimously approved the minutes of April 16, 2015.

Under President’s Report, Mr. Brandon Hunt, Director of the Small Business Development Center introduced Mr. David Macatee, owner of Divine Wireline Solutions, LLC. Mr. Hunt distributed Small Business Development Center 2014 Annual Reports to the Board. Mr. Hunt brought attention to the success story of Divine Wireline Solutions, LLC in the report. In March of 2015, Senator Leavell recognized Mr. & Mrs. Macatee for the success of their business and for making a difference in our community. In addition, Mr. Hunt read and presented an award given to Mr. Macatee from Lieutenant Governor John A. Sanchez.

Dr. McCleery and Jeremy Capo presented Pillars of Education to Tim Thornell with Lea Regional Medical. Pillars were presented for their support in providing access to the cafeteria to student athletes and people staying in the NMJC dorms during holidays and the summer months.
Dr. McCleery presented Terry Halladay with an ASE Industry Education Alliance Instructor Recognition Award. Recognition was for commitment to his profession and insuring students pursuing a career in the automotive industry are prepared for their challenges ahead.

Dr. McCleery presented John Baldwin, a previous Outstanding Professor Award recipient, with a NISOD Excellence in Teaching Medallion.

Jai Oyler, Director of the TAACCCT Grant and Rachel Gallagher, Career Support Technician presented updates of the NMJC Training & Outreach Industry Day & Job Fair held on March 25th and 26th, 2015. Ms. Oyler stated Industry Day had more than 35 participants. The Job Fair had approximately 25 companies/organizations and more than 250 people in attendance. Due to the success of both events, the Job Fair will be held twice a year and Industry Day will be held annually. The City of Hobbs Lodgers Tax Fund, Lab Volt and Lea County EDC were thanked for donations. Thanks were also given to various departments throughout the NMJC campus for their support in making these events successful. A brief update was also provided on the CDL Pilot Program along with a student success story. Ms. Oyler also stated Instrumentation & Controls classroom has been completed and ready for classes to begin in July.

Dr. McCleery introduced the Ross Black Field of Champions Track Meet & Dedication Committee for their participation in making the dedication and track meet a huge success. In addition, Dr. McCleery presented a framed photo collage which will be displayed in the Booster Club room and the Lea County Museum, Athletic Hall of Fame.

**Under New Business,** Mr. Dan Hardin presented the April, 2015 financial reports. Upon a motion by Mr. Glenn, seconded by Mrs. Vinson, the Board unanimously approved the Expenditure Report for April, 2015. In addition, the Revenue Report, Oil and Gas Revenue Report, and Schedule of Investments Report were reviewed. Upon a motion by Mr. Gomez, seconded by Mr. Glenn, the Board unanimously approved the Fiscal Watch Reports.
Mr. Dan Hardin presented the HED Capital Project Requests for fiscal year 2015. The request included the Allied Health Building project cost at $5,000,000.00 and the Sustainable Energy Development project cost at $3,000,000.00. After significant discussion and upon a motion by Mr. Glenn, seconded by Mrs. Vinson, the Board unanimously approved the requests. Upon a motion by Mr. Glenn, seconded by Mrs. Vinson, the Board unanimously approved the Institution’s 5 Year Plan.

Dr. Larry Sanderson presented a request for waiver of course fees and tuition for transitional studies classes. After detailed discussion and upon a motion by Mr. Black, seconded by Mr. Gomez, the Board unanimously approved this request.

Mr. Phillip Roybal, State Representative David Gallegos and Mr. Richard Fiahlo presented a design for a new license plate for NMJC which will be available to the public upon final adoption. This request stems from Mr. Fiahlo, a former stellar NMJC student, who was persistent that NMJC design a license plate, and Representative Gallegos and support of his local colleagues in the Legislature who sponsored the legislation to authorize a special license plate for NMJC. HB 107 passed unanimously in the House of Representatives and Senate. Upon a motion by Mrs. Vinson, seconded by Mr. Black, the Board unanimously approved the design.

Dr. McCleery presented a revision to Policy No. 303 in the NMJC Board Policy Manual. Policy revision changed the regular meetings held on the third Thursday of each month at 4:00 pm to 1:30 pm. Upon a motion by Mr. Glenn, seconded by Mr. Gomez, the Board unanimously approved the revision.

Dr. McCleery recommended Mr. Jeff McCool for the Vice President for Training & Outreach position at a 12 month salary of $98,915.00. Upon a motion by Mr. Black, seconded by Mr. Baeza, the Board unanimously approved the employment of Jeff McCool, effective June 1, 2015.

Mr. Jeremy Capo recommended Mr. Brian Lohrey for the Head Men’s Basketball Coach position at a 9 month salary of $47,108.00. Upon a motion by Mr. Black,
seconded by Mr. Glenn, the Board unanimously approved the employment of Brian Lohrey, effective June 1, 2015.

Mr. Jeremy Capo recommended Mr. Shaun Gutting for the Assistant Men’s Basketball Coach position at a 9 month salary of $42,072.00. Upon a motion by Mr. Black, seconded by Mr. Williams, the Board unanimously approved the employment of Shaun Gutting, effective June 1, 2015.

Dr. Dennis Atherton recommended Ms. Paula D. Wallace for the Distance Learning Instructional Designer position at a 12 month salary of $51,618.00. Upon a motion by Mr. Gomez, seconded by Mrs. Vinson, the Board unanimously approved the employment of Paula D. Wallace, effective June 16, 2015.

Mr. Phillip Roybal recommended Ms. Irene Ruiz for the Director of Upward Bound Program position at a 12 month salary of $49,090.00. Upon a motion by Mrs. Vinson, seconded by Mr. Glenn, the Board unanimously approved the employment of Irene Ruiz, effective July 1, 2015.

Mrs. Regina Choate and Mr. Phillip Roybal presented Food Services Bid #114 from Great Western Dining Services in the amount of $293,555.00. After discussion and upon a motion by Mr. Black, seconded by Mr. Glenn, the Board unanimously approved the bid presented.

Ms. Chappelle called for comments from the public. There being none, the next regular board meeting was scheduled for Thursday, June 11, 2015 beginning at 1:30 pm.

Mrs. Vinson moved the board go into closed session for the discussion of limited personnel matters under the provisions of section 10-15-1-H (2) of New Mexico Statutes Annotated 1978. Mr. Gomez seconded the motion. The roll call vote was as follows: Mr. Baeza – yes; Mr. Williams – yes; Mr. Black – yes; Mrs. Vinson – yes; Mr. Glenn – yes; Mr. Gomez – yes; and Ms. Chappelle – yes.
Upon re-convening in open meeting, Ms. Chappelle stated that the matters discussed in the closed meeting were limited only to those specified in the motion for closure.

Upon a motion by Mr. Gomez, seconded by Mr. Glenn, the board meeting adjourned at 4:05 pm.

________________________________________________________________________
Pat Chappelle, Chair  Ron Black, Secretary
The total year-to-date funds expended and/or encumbered through the month of May is $38,686,204.00.

Board members, the budget numbers on the Expenses Report have been updated to match what was sent to the HED the first of May. The increases reflect the one time comps, overload salaries, part-time faculty salaries, changes in employee salary hired during the year, budget transfers from Dean’s departments to instructional departments, and the many other changes to the original budget during the fiscal year. Most of the changes are in the salary and benefit accounts. The Board approves the budgets for overloads and part-time faculty, as the faculty sign their Special Comp agreements to teach classes we move that budget to the department where the part-time or overload is expensed. Also, in Athletics we do not budget for post season travel, so we must adjust the athletic budget to cover those expenses. Finally, adjustments are made in Student Aid to cover any shortfall for tuition and senior waivers.

The total current unrestricted fund expenditures through May are $25,293,529.00, which is 89% of the budget. The expenditures in Instruction and General through May are $20,927,511.00, which is 87% of the budget.

Restricted funds for the year are $5,086,888.00. The Grants are doing a good job of staying on track with their spending and reporting. Financial Aid has been working closely with the Business Office to get all awards completed and funds drawn.

Plant funds are showing $8,305,787.00 in total expenditures and encumbrances through the month of May. The large projects are the Track Upgrade and the vehicles purchased this fiscal year, and various other smaller projects.

Total year-to-date expenditures through May 2015 are $38,686,204.
Total Revenue through May 2015 is $36,494,012.00. Unrestricted revenue is $29,243,967.00 and $2,098,312.00 for the month. At this time of year we are mainly receiving the State monthly appropriation, Oil and Gas revenue and Property Tax revenue. We are expecting another large property tax distribution from the Lea County Treasurer in June. Auxiliary income is almost exactly where we were at this time last year.

Restricted funds will be drawn down as much as possible by the end of June.

Total revenue at the end of May including Plant fund revenue is $36,494,012.

We were very anxious to see the Oil and Gas revenue for May to see which direction it was heading. We received $643,429 in Oil and Gas revenue in May, which was for the month of February. This is up as compared to last month, which is great news. There will be four more months of Oil and Gas revenue to receive that will be applied to the FY 15 fiscal year.

As of the end of May, NMJC has $10,593,127.00 in the LGIP fund and we have $11,580,151.75 in designated capital projects.

This concludes the Financial Report for May 2015.
## NEW MEXICO JUNIOR COLLEGE
### Expenditure Report
#### May 2015

92% of Year Completed

<table>
<thead>
<tr>
<th>Fund</th>
<th>2013-14</th>
<th>2014-15</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>CURRENT UNRESTRICTED FUND</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Instruction and General:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Instruction</td>
<td>9,106,822</td>
<td>11,018,956</td>
</tr>
<tr>
<td>Academic Support</td>
<td>2,259,588</td>
<td>2,424,460</td>
</tr>
<tr>
<td>Student Services</td>
<td>1,823,694</td>
<td>2,074,588</td>
</tr>
<tr>
<td>Institutional Support</td>
<td>3,337,419</td>
<td>4,746,075</td>
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<tr>
<td>Operation &amp; Maintenance of Plant</td>
<td>3,286,327</td>
<td>3,808,548</td>
</tr>
<tr>
<td><strong>Subtotal - Instruction &amp; General</strong></td>
<td>19,815,850</td>
<td>24,072,627</td>
</tr>
<tr>
<td>Student Activities</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Research</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Public Service</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Internal Service Departments</td>
<td>84,909</td>
<td>150,266</td>
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<tr>
<td>Student Aid</td>
<td>5,033,468</td>
<td>868,551</td>
</tr>
<tr>
<td>Athletics</td>
<td>1,019,727</td>
<td>1,425,760</td>
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<tr>
<td><strong>Total Current Unrestricted Fund</strong></td>
<td>23,288,097</td>
<td>28,401,492</td>
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<tr>
<td><strong>CURRENT RESTRICTED FUND</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Grants</td>
<td>1,179,460</td>
<td>1,157,859</td>
</tr>
<tr>
<td>Student Aid</td>
<td>5,033,468</td>
<td>5,033,468</td>
</tr>
<tr>
<td><strong>Total Current Restricted Fund</strong></td>
<td>6,212,928</td>
<td>6,191,327</td>
</tr>
<tr>
<td><strong>PLANT FUNDS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Capital Outlay / Bldg. Renewal &amp; Repl.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Projects from Institutional Funds</td>
<td>15,404,879</td>
<td>8,757,760</td>
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<tr>
<td>Projects from State GOB Funds</td>
<td>3,324,582</td>
<td>3,050,000</td>
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<tr>
<td>Projects from State STB Funds</td>
<td>1,487,000</td>
<td>0</td>
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<td>Projects from General Fund</td>
<td>416,293</td>
<td>0</td>
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<td>Projects from Private Funds</td>
<td>0</td>
<td>0</td>
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<td>Projects from State ER&amp;R</td>
<td>671,725</td>
<td>332,720</td>
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<tr>
<td>Projects from State BR&amp;R</td>
<td>1,003,998</td>
<td>597,281</td>
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<td><strong>Subtotal - Capital and BR&amp;R</strong></td>
<td>22,308,477</td>
<td>12,737,761</td>
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<tr>
<td>Debt Service</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Revenue Bonds</td>
<td>0</td>
<td>276,000</td>
</tr>
<tr>
<td><strong>Total Plant Funds</strong></td>
<td>22,308,477</td>
<td>13,013,761</td>
</tr>
<tr>
<td><strong>GRAND TOTAL EXPENDITURES</strong></td>
<td>51,809,502</td>
<td>47,606,580</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Fund</th>
<th>2013-14</th>
<th>2014-15</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Final Budget</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Year-to-Date Expended or Encumbered</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Percentage of Budget Expended</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Current Budget</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Expended or Encumbered</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Percentage of Budget Expended</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
## Revenue Report
### May 2015

92% of Year Completed

<table>
<thead>
<tr>
<th>Fund</th>
<th>2013-14</th>
<th>Percentage of Budget Received</th>
<th>2014-15</th>
<th>Percentage of Budget Received</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Final Budget</td>
<td>Year-to-date Revenue</td>
<td>Current Budget</td>
<td>Year-to-date Revenue</td>
</tr>
<tr>
<td></td>
<td>Received</td>
<td></td>
<td>Revenue</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Received</td>
<td></td>
</tr>
<tr>
<td><strong>CURRENT UNRESTRICTED FUND</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Instruction and General:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tuition and Fees</td>
<td>3,684,200</td>
<td>3,870,454 105%</td>
<td>3,684,200</td>
<td>105%</td>
</tr>
<tr>
<td>State Appropriations</td>
<td>5,933,300</td>
<td>5,577,015 94%</td>
<td>6,047,200</td>
<td>94%</td>
</tr>
<tr>
<td>Advalorem Taxes - Oil and Gas</td>
<td>6,455,000</td>
<td>11,869,025 184%</td>
<td>7,235,000</td>
<td>149%</td>
</tr>
<tr>
<td>Advalorem Taxes - Property</td>
<td>6,555,732</td>
<td>5,455,566 96%</td>
<td>6,003,500</td>
<td>93%</td>
</tr>
<tr>
<td>Interest Income</td>
<td>5,000</td>
<td>1,833 37%</td>
<td>4,000</td>
<td>74%</td>
</tr>
<tr>
<td>Other Revenues</td>
<td>356,361</td>
<td>266,248 75%</td>
<td>368,161</td>
<td>107%</td>
</tr>
<tr>
<td>Subtotal - Instruction &amp; General</td>
<td>22,089,593</td>
<td>27,040,141 122%</td>
<td>23,342,061</td>
<td>113%</td>
</tr>
<tr>
<td>Student Activities</td>
<td>0</td>
<td>0 0%</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>Public Service</td>
<td>0</td>
<td>0 0%</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>Internal Service Departments</td>
<td>24,000</td>
<td>25,400 106%</td>
<td>27,000</td>
<td>29%</td>
</tr>
<tr>
<td>Auxiliary Enterprises</td>
<td>2,213,000</td>
<td>2,451,441 111%</td>
<td>2,251,000</td>
<td>109%</td>
</tr>
<tr>
<td>Athletics</td>
<td>330,000</td>
<td>305,110 92%</td>
<td>483,400</td>
<td>93%</td>
</tr>
<tr>
<td>Total Current Unrestricted</td>
<td>24,657,493</td>
<td>29,822,092 121%</td>
<td>26,103,461</td>
<td>112%</td>
</tr>
<tr>
<td><strong>CURRENT RESTRICTED FUND</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Grants</td>
<td>1,179,460</td>
<td>884,970 75%</td>
<td>1,157,859</td>
<td>127%</td>
</tr>
<tr>
<td>Student Aid</td>
<td>5,033,468</td>
<td>4,179,999 83%</td>
<td>5,033,468</td>
<td>70%</td>
</tr>
<tr>
<td>Total Current Restricted</td>
<td>6,212,928</td>
<td>5,055,969 81%</td>
<td>6,191,327</td>
<td>81%</td>
</tr>
<tr>
<td><strong>PLANT FUNDS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Capital Outlay / Bldg. Renewal &amp; Rep.</td>
<td>3,300,000</td>
<td>0 0%</td>
<td>3,300,000</td>
<td>0%</td>
</tr>
<tr>
<td>Projects from State GOB Funds</td>
<td>1,487,000</td>
<td>466,116 31%</td>
<td>1,487,000</td>
<td>31%</td>
</tr>
<tr>
<td>Projects from General Fund</td>
<td>0</td>
<td>0 0%</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>Projects from Private Funds</td>
<td>0</td>
<td>0 #DIV/0!</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>Interest Income (LGIP)</td>
<td>30,000</td>
<td>12,323 41%</td>
<td>10,000</td>
<td>176%</td>
</tr>
<tr>
<td>Total Plant Funds</td>
<td>4,817,000</td>
<td>478,439 10%</td>
<td>3,310,000</td>
<td>68%</td>
</tr>
<tr>
<td><strong>GRAND TOTAL REVENUES</strong></td>
<td>35,687,421</td>
<td>35,356,500 99%</td>
<td>35,604,788</td>
<td>102%</td>
</tr>
</tbody>
</table>
NEW MEXICO JUNIOR COLLEGE
Oil and Gas Revenue Report
May 2015

92% of Year Completed

<table>
<thead>
<tr>
<th>Month of Sales</th>
<th>OIL</th>
<th>GAS</th>
<th>COMBINED</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Price per BBL</td>
<td>Lea County BBLs sold</td>
<td>Price per MCF</td>
</tr>
<tr>
<td>Actual July</td>
<td>$75.60</td>
<td>5,043,401</td>
<td>$5.99</td>
</tr>
<tr>
<td>Actual August</td>
<td>$80.78</td>
<td>4,888,347</td>
<td>$5.46</td>
</tr>
<tr>
<td>Actual September</td>
<td>$77.29</td>
<td>4,582,238</td>
<td>$5.46</td>
</tr>
<tr>
<td>Actual October</td>
<td>$72.15</td>
<td>5,068,963</td>
<td>$4.90</td>
</tr>
<tr>
<td>Actual November</td>
<td>$65.01</td>
<td>4,872,656</td>
<td>$4.20</td>
</tr>
<tr>
<td>Actual December</td>
<td>$51.46</td>
<td>5,015,297</td>
<td>$3.90</td>
</tr>
<tr>
<td>Actual January</td>
<td>$39.89</td>
<td>5,086,948</td>
<td>$3.05</td>
</tr>
<tr>
<td>Actual February</td>
<td>$40.90</td>
<td>4,819,225</td>
<td>$3.16</td>
</tr>
<tr>
<td>Accrual March</td>
<td>465,000</td>
<td>465,000</td>
<td>0</td>
</tr>
<tr>
<td>Accrual April</td>
<td>465,000</td>
<td>465,000</td>
<td>0</td>
</tr>
<tr>
<td>Accrual May</td>
<td>465,000</td>
<td>465,000</td>
<td>0</td>
</tr>
<tr>
<td>Accrual June</td>
<td>465,000</td>
<td>(465,000)</td>
<td></td>
</tr>
</tbody>
</table>

Y.T.D. Production Tax Revenue 8,563,122 5,580,000 2,983,122
Y.T.D. Equipment Tax Revenue 2,250,913 1,655,000 595,913
Total Year-to-Date Oil & Gas and Equipment Tax Revenue 10,814,035 7,235,000 3,579,035

Source: New Mexico Taxation and Revenue Department
NEW MEXICO JUNIOR COLLEGE
Schedule of Investments
May 2015

92% of Year Completed

<table>
<thead>
<tr>
<th>Financial Institution</th>
<th>Amount Invested</th>
<th>Account Number</th>
<th>Interest Rate</th>
<th>Interest Earned</th>
</tr>
</thead>
<tbody>
<tr>
<td>State of New Mexico Local Government Investment Pool</td>
<td>10,593,127</td>
<td>7102-1348</td>
<td>0.104%</td>
<td>1,571</td>
</tr>
<tr>
<td>Plus deposits</td>
<td>0</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Less withdrawals</td>
<td>0</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total LGIP investments</td>
<td>10,593,127</td>
<td></td>
<td></td>
<td>1,571</td>
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Capital Projects 5/31/2015

<table>
<thead>
<tr>
<th>Project</th>
<th>Amount</th>
</tr>
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<tbody>
<tr>
<td>Vehicles</td>
<td>2,812.94</td>
</tr>
<tr>
<td>Technology Upgrade</td>
<td>81,382.62</td>
</tr>
<tr>
<td>JASI</td>
<td>37,793.44</td>
</tr>
<tr>
<td>WHM South Gallery</td>
<td>266,594.43</td>
</tr>
<tr>
<td>Baseball Field</td>
<td>30,162.95</td>
</tr>
<tr>
<td>Rodeo Arena</td>
<td>52,935.92</td>
</tr>
<tr>
<td>Luminis Software</td>
<td>2,993.00</td>
</tr>
<tr>
<td>Landscaping</td>
<td>155,197.33</td>
</tr>
<tr>
<td>Campus Signage</td>
<td>2,801.67</td>
</tr>
<tr>
<td>Roof Replacement</td>
<td>27,382.26</td>
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<tr>
<td>Dorm/Apartment Refurbish</td>
<td>175,482.31</td>
</tr>
<tr>
<td>Campus Construction</td>
<td>306,599.43</td>
</tr>
<tr>
<td>Oil &amp; Gas Training</td>
<td>237,653.09</td>
</tr>
<tr>
<td>Maintenance Equipment</td>
<td>73,627.94</td>
</tr>
<tr>
<td>Public Sector</td>
<td>19,227.00</td>
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<tr>
<td>Campus Security</td>
<td>117,613.72</td>
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<tr>
<td>Lumens Software-Distance Learning</td>
<td>5,000.00</td>
</tr>
<tr>
<td>Copier Replacement</td>
<td>274.00</td>
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<tr>
<td>Non-Recurring Compensation</td>
<td>152,169.10</td>
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<tr>
<td>Athletics</td>
<td>148,317.53</td>
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<tr>
<td>Student Life Programming</td>
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<tr>
<td>Warehouse/Cont Ed Remodel</td>
<td>1,464.99</td>
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<tr>
<td>Succession Plan</td>
<td>108,152.25</td>
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<tr>
<td>Energy Technology Equipment</td>
<td>300,000.00</td>
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<tr>
<td>WHM Exhibits</td>
<td>110,798.78</td>
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<tr>
<td>Mansur Hall Upgrades</td>
<td>61,944.06</td>
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<tr>
<td>Senior Warm Water Wellness Ctr</td>
<td>1,500,000.00</td>
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<tr>
<td>Track Upgrades</td>
<td>4,077.99</td>
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<tr>
<td>Driving Range Upgrades</td>
<td>200,000.00</td>
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<tr>
<td>Lockheed Martin Nuclear Training</td>
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<tr>
<td>Cosmetology Remodel</td>
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<tr>
<td>Equine Program</td>
<td>30,505.53</td>
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<tr>
<td>Entertainment Technology</td>
<td>1,300,215.30</td>
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<tr>
<td>Cafeteria Upgrade</td>
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<tr>
<td>Channel 19 Upgrade</td>
<td>23,875.00</td>
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<tr>
<td>FERPA &amp; Title IX</td>
<td>9,459.00</td>
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<tr>
<td>Professional Development HS</td>
<td>14,036.29</td>
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<tr>
<td>Equestrian Center</td>
<td>3,000,000.00</td>
</tr>
<tr>
<td>Bob Moran Upgrades</td>
<td>91,710.43</td>
</tr>
<tr>
<td>Campus/Hospital Fencing</td>
<td>200,000.00</td>
</tr>
<tr>
<td>Turf Replacement</td>
<td>184,175.00</td>
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<tr>
<td>Watson Hall Theater</td>
<td>238,511.90</td>
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<tr>
<td>WHM Titanic Exhibit</td>
<td>18,500.00</td>
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<tr>
<td>Infrastructure Upgrade</td>
<td>1,473,937.50</td>
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<tr>
<td>Cadet Supplement</td>
<td>12,377.54</td>
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<tr>
<td>Workforce Training Contingency</td>
<td>4,907.90</td>
</tr>
<tr>
<td>Total</td>
<td>11,580,151.75</td>
</tr>
</tbody>
</table>

NOTE: Capital projects total does not include encumbered funds
06.11.2015

Memo

To: NMJC Board; Pat Chappelle, Ron Black, Mary Lou Vinson, Zeak Williams, Hector Baeza, Travis Glenn, Manny Gomez

From: Robert Rhodes

CC: Steve McCleery

Re: Completion of the Energy Technology Curriculum Conversion

During the 2011-2012 New Mexico Junior College, through our partnership with Lockheed Martin, set aside funding of $600,000 to begin the conversion of our core Energy Technology courses. We had identified 12 of the courses that were central to the program and appropriate to the interactive applications. This funding was used to complete the first six classes. During the 2014 Legislative session with the help of our Legislative delegation, we were successful in obtaining Severance Tax funds of $425,000 to continue the conversion of the courses. This leaves us $175,000 to complete these classes.

Once we have the classes completed, we will be able to implement not only in our credit-based programs but also in workforce offerings. This will allow us to provide content that can marketed to other users. Because we are able to deliver these courses through a variety of channels including online, we have always viewed this as the best opportunity to create a significant revenue stream.

Although we may begin receiving revenues from these courses, I would like to request that the NMJC Board allow us to set aside $175,000 from capital reserves to capital projects to allow the completion of the courses in a timely manner. As the last courses are completed, we can begin additional marketing and delivery of the courses.

Thank you
NEW MEXICO JUNIOR COLLEGE
Personnel Recommendation for Board Consideration

The following candidate is being recommended for employment as follows:  
Date: May 27, 2015

Candidate’s name: Jacqueline Martinez

Position title: Learning Center Tutoring Specialist

☐ New position  ☒ Existing position Classification  ☐ Faculty  ☒ Professional  ☐ Other

Is candidate related to another NMJC employee?  ☐ yes  ☒ no  If so, to whom

Effective date of employment: 06/16/2015* Standard contract length:  ☒ 12 mos.  ☐ 9 mos.  ☐ other

Funding source: Institutional Funds

Paid advertising beyond *standard: HigherEdJobs.com

(*Standard: The Hobbs News-Sun, NMI Dept. of Labor, NMJC Website, Lubbock TX Workforce Development Website)

Posted salary range: $30,693 to $46,040 Recommend annual salary: $35,773.00 Prorated salary: ☒ yes  ☐ no

Account number(s) with respective % allocation(s): 11000 2104 61301 123

Recommended and approved by:

Supervisor

Dean/Director

Vice President

President

Selection Committee Members:

Aaron Prebenda – Coordinator of Learning Assistance Center

Dianne Marquez – Dean of Arts and Humanities

Susan Waters – Professor of English

Amanda Thompson – Learning Center Tutoring Specialist

Comments: Ms. Martinez with a B.S. in Microbiology and more than four years of applicable experience meets and/or exceeds the minimum requirements for this position.

*Pending Background
ABBREVIATED RESUME

Position
Learning Center Tutoring Specialist

Personal Data
Name: Jacqueline Martinez

Education
B.S., Texas Tech University, Lubbock, TX, 2014
  Major: Microbiology
  Minor: Chemistry
A.A. & A.S., New Mexico Junior College, Hobbs, NM, 2011
  Major: Arts and Sciences

Professional Experience
New Mexico Junior College, Hobbs, NM 09/2011 to present
  Part-time tutor science, Spanish and English
Spec’s Spirits Wines and Finer Foods, Lubbock, TX 06/2013 to 07/2014
  Cashier

Volunteer
Volunteer Advocate for Arise Sexual Assault Services
Position Announcement • May 2015

Position Title: Learning Center Tutoring Specialist (Academic Success Tutoring Specialist)

Position Description: The Learning Center Tutoring Specialist is responsible to the Coordinator of Learning Assistant Center. General duties and responsibilities include, but are not limited to, the following: 1) Meet the tutoring and learning needs of students; 2) Develop and maintain an engaging and welcoming Academic Success Center atmosphere for students; 3) Develop and maintain a continuous improvement model for capturing and fostering student success; 4) Assist the Coordinator in providing support for all activities associated with the center, including retention activities; 5) Keeps the Coordinator informed of all aspects of the job responsibilities; 6) Assist the Coordinator with meetings, classes, workshops/seminars, conferences, and campus-sponsored or community organization events; assist with student orientation; 7) Maintain a working knowledge of all aspects of the ASC, including Early College and Dual Credit/ITV; coaches, trainers, and assigned employees; 8) Manage own work priorities. The ASC Learning Center Tutoring Specialist may supervise or provide direction to part-time staff and student workers; assist the Coordinator with quality control (e.g. be available for students); 9) Conduct individual and small group tutoring; 10) Coordinates with classroom professors to develop real-time tutoring; 11) Attends classes with students as assigned; 12) Completes appropriate paperwork and assist Coordinator in updating databases and spreadsheets; assist Coordinator in preparation of routine statistical reports; 13) Ensures all students receive high quality customer service; wait on students/visitors and be of service to the public; 14) Assist with student’s audio/visual needs; 15) assembles and/or compiles a variety of data from office records for incorporation into reports; extracts and provides factual information using a variety of identifiable sources; 16) Develop and maintain a strong working relationship with the college community; 17) Accepts other duties as assigned by the Coordinator; 18) Actively participates in the institutional goals and objectives designed to support the mission of the college; 19) Participate in a process of continual personal and professional improvement; 20) Serve on college committees as assigned and 21) Nothing contained herein shall limit the President in assigning the employee to any of the various college activities for which he/she would be qualified in order to meet the needs of New Mexico Junior College.

Qualifications: Bachelor’s degree preferred. All degrees must be from a regionally accredited institution. Must have excellent public speaking, organizational and time management skills, the ability to handle interpersonal interactions at all levels and handle highly sensitive situations, must have excellent customer service skills with the ability to maintain a friendly attitude and work effectively with students, faculty and staff and the public, and the ability to follow detailed instructions required for maintenance of accurate records. Knowledge of classroom instruction and management and supplemental instruction models and best practices highly desirable. Knowledge of standard office practices, policies and procedures, including computer proficiency in word processing and spreadsheets, and on-line application systems (SKYPE) required.

Salary/Benefits: This is a twelve month professional position. Salary range is $30,693 to $46,040 and is commensurate with education and experience. Standard employee benefits apply.

Application Deadline: Open until filled. Interviews will be conducted by a selection committee and will commence upon receipt of completed applications by qualified candidates. To ensure consideration, all application materials must be received as soon as possible.

To Apply: Submit NMJC application form on line at www.nmjc.edu (under Employment Opportunities), letter of application (cover letter), resume, unofficial transcripts for all degrees listed on resume (official transcripts required prior to employment), and three references with current telephone numbers and addresses.

Human Resources, New Mexico Junior College, 1 Thunderbird Circle, Hobbs, NM 88240

New Mexico Junior College is an Equal Opportunity Affirmative Action Employer and does not discriminate in its educational and employment policies and procedures with regard to race, color, religion, sex, sexual orientation, national origin, age, disability, genetic information, or veteran status. Qualified minority applicants are encouraged to apply.

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NEW MEXICO JUNIOR COLLEGE
Personnel Recommendation for Board Consideration

The following candidate is being recommended for employment as follows: Date: May 28, 2015

Candidate’s name: Alison L. Ollinger-Riefstahl

Position title: Professor of History / Government

☐ New position ☒ Existing position Classification: ☐ Faculty ☐ Professional ☐ Other

Is candidate related to another NMJC employee? ☐ yes ☒ no If so, to whom ________________

Effective date of employment: 08/10/2015* Standard contract length: ☐ 12 mos. ☐ 9 mos. ☐ other

Funding source: Institutional Funds

Paid advertising beyond *standard: HigherEdJobs.com

(Standard: The Hobbs News-Sun, NM Dept. of Labor, NMJC Website, Lubbock TX Workforce Development Website)

Posted salary range: $35,595 to $75,442 Recommended annual salary: $47,903.00 Prorated salary: ☐ yes ☐ no

Account number(s) with respective % allocation(s): 11000 2851 61101 101 100%

Recommended and approved by: ________________

Supervisor

Dean/Director

Vice President

President

Selection Committee Members:

Kelly Holladay – Dean of Business, Math and Sciences

Dr. Kenneth Reed – Professor of Psychology/Sociology

Dr. Stephen Townsend – Professor of Government/History

Dr. Walter Journigan – Professor of Psychology

Linda Connell – Professor of English

Sheril Alcos – Instructional Technology Specialist

Marcia Galvean – Administrative Assistant to Business, Math and Sciences

Comments: Ms. Ollinger-Riefstahl with a M.A. in History and ten years of experience meets and/or exceeds the minimum requirements for this position.

*pending background
ABBREVIATED RESUME

Position
Professor of History / Government

Personal Data
Name: Alison L. Ollinger-Riefstahl

Education
M.A., Clemson University, Clemson, SC, 2001
   Major: History
B.A., Pennsylvania State University, Erie, PA, 1998
   Major: History

Professional Experience
Mercyhurst University, Erie, PA
Director of Liberal Arts Program 05/2008 to present
Assistant Professor of History & Political Science 11/2007 to present
Adjunct Faculty 11/2006 to present
Administrative Assistant – Mercyhurst Archaeological Institute 03/2004 to 10/2007

ETS – Educational Testing Service, Ewing, NJ 05/2010 to present
AP Reader

Clemson University, Clemson, SC
Administrative Assistant to Chair of Communications Dept. 05/2003 to 10/2003
Student Services Program Coordinator I 09/2002 to 05/2003
Teaching Assistant 08/1999 to 05/2001

Honors and Awards:
Ernest M. Lander Graduate Award for Research and Scholarship in History, Clemson University 2001
Colonial Dames of South Carolina Fellowship, Clemson University 2000
Outstanding History Student, Penn State University, The Behrend College, 1998

Student Centered Contributions:
MNE Cultural Series – Women’s History Month Celebration 2010 to present
MNE Cultural Series – Black History Month: African American’s in Film 2014
Poem in a Pocket Day – Drum Circle Organizer 2014
History Club Faculty Advisor 2010-2011
Constitution Day Celebration Activities 2008 to present

Publications:
“Remembering Mammy: An Exploration of Southern Food and Culture through Cookbooks”
POSITION ANNOUNCEMENT • March 2015

POSITION TITLE: Professor of History/Government

DESCRIPTION: This position is responsible to the Dean of Business, Math and Sciences. Duties and responsibilities include, but are not limited to the following: (1) teach classes (day and/or evening) in history and/or government; (2) serve on college committees as assigned; (3) serve as an advisor to assigned students; (4) post and maintain approved office hours per week; (5) attend orientation meetings and other in-service meetings/workshops, as scheduled; (6) maintain accurate student records; (7) involve oneself in the general recruitment and retention of students for the institution; (8) participate in course, departmental, and institutional assessment as required; (9) assume other professional responsibilities associated with the position of Professor of History/Government; (10) participate in a process of continual personal and professional development; (11) actively participate in the institutional goals and objectives designed to support the mission of the college; and (12) nothing contained herein shall limit the President in assigning the employee to any of the various college activities for which he/she would be qualified, in order to meet the needs of New Mexico Junior College.

QUALIFICATIONS: A Bachelor’s degree in History or a related field required, Master’s degree preferred. All degrees must be from a regionally accredited institution. Successful community college teaching experience is preferred. Applicant must be committed to excellence in instruction and willing to work as a team with other, full-time divisional instructors and staff. NOTE: Computer proficiency is required.

OTHER GENERAL AND SPECIFIC FACULTY QUALITIES: Please see attached.

SALARY/BENEFITS: Salary is based on the NMJC faculty salary schedule and is commensurate with education and experience for a nine month position. The successful candidate may have the option of teaching during the summer term for additional compensation. Standard NMJC benefits apply.

APPLICATION DEADLINE: Open until filled. Interviews will be conducted by a selection committee and will commence upon completed application from qualified candidates. Position starts Fall semester, 2015.

TO APPLY: Submit NMJC application form on line at www.nmjc.edu (under Employment Opportunities) and attach the following: a letter of application (cover letter), your resume, unofficial transcripts for all degrees listed on resume (official transcripts required prior to employment), three written letters of reference and three different references with current addresses and phone numbers for a total of six references.

Human Resources, New Mexico Junior College, 1 Thunderbird Circle, Hobbs, NM 88240

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NEW MEXICO JUNIOR COLLEGE
Personnel Recommendation for Board Consideration

The following candidate is being recommended for employment as follows: Date June 2, 2015

Candidate’s name Morris, Edward G. "Jerry"

Position title Career Technical Education Instructor -Instrumentation and Controls - TAACCCT Grant Program

☐ New position ☐ Existing position Classification ☒ Faculty ☐ Professional ☐ Other

Is candidate related to another NMJC employee? ☐ yes ☒ no If so, to whom

Effective date of employment *July 1, 2015 Standard contract length ☒ 12 mos. ☐ 9 mos. ☐ other

Funding source Department of Labor TAACCCT Grant

Paid advertising beyond *standard ☐ None

(*Standard: The Hobbs News-Sun, NM Dept. of Labor, NMJC Website)

Posted salary range $49,068 to $61,335 Recommended annual salary $ 61,964 Prorated salary ☐ yes ☒ no

Account number(s) with respective % allocation(s) 41151 2907 61301 122 100%

Recommended and approved by:

Supervisor

Vice President

Dean/Director

President

Selection Committee Members: Jeff McCool – Vice President of Training and Outreach

Jai Oyler – Director of TAACCCT Grant Program

Steve Saucedo – Workforce Training Coordinator

Terri Blandin – Executive Assistant – Training and Outreach

Comments: Mr. Morris with a Bachelor's degree and thirty-five years of experience meets and/or exceeds the minimum requirements for this position.

* pending background check

rev. 6-28-01
ABBREVIATED RESUME

Position
Career Technical Education Instructor – Instrumentation and Controls – TAACCCT Grant Program

Personal Data
Name: Edward G. “Jerry” Morris

Education
B.S., New Mexico State University, Las Cruces, NM, 1982
Major: Engineering Tech/Civil

Professional Experience
Tractor Supply Co., Hobbs, NM
Team Member 12/2014 to Present

Habitat for Humanity, Hobbs, NM
Construction Supervisor 05/2014 to 11/2014

Hobbs Municipal Schools, Hobbs, NM
Teacher 11/1998 to 05/2014

Diamond Back Ventures, Hobbs, NM
Partner 08/1997 to 08/1998

Jerry Morris Construction Co., Hobbs, NM
Owner 08/1987 to 08/1997

TOMCO, Hobbs, NM
Supervisor 05/1982 to 08/1987

Southwest Engineering, Las Cruces, NM
Field Tech 07/1981 to 05/1982

PSL, Las Cruces, NM
Technician 12/1980 to 7/1981

Certificates/Licenses:
State of New Mexico Teaching License 12/1998 to 07/2019
New Mexico Contractors License (GB-98; GA-98; GF-98) - 09/1982 to 04-2017

Awards:
Veteto Award for Teaching Excellence
Position Announcement • August 2014

Position Title: Career Technical Education Instructor-Instrumentation and Controls (Grant Funded Position Through September 2017)

Position Description: The Career Technical Education Instructor shall be responsible to the Dean of Training and Outreach. The duties and responsibilities of the Career technical Education Instructor shall be, but not limited to the following: A. To satisfactorily perform the job of Career Technical Education Instructor for New Mexico Junior College. B. General duties and responsibilities: 1) Plan, prepare, and deliver instruction of assigned courses using a variety of teaching methods to facilitate student learning. 2) Develop update, revise, and maintain all program curriculum and instructional materials. 3) Serve as student advisor, including academic advising and providing support to assist in the achievement of learning and career goals. 4) Assist with student recruitment, registration, and job placement including representing the college and/or program at on and off campus events and on-going networking with employers. 5) Maintain open lines of communication with Grant Program Manager and NMJC Career Support Technician to assist with job placements into business and industry. 6) Assist with program budgeting including managing program specific funds in the annual budget. 7) Assist with recommending, purchasing, installing, and maintaining equipment, including purchasing materials, supplies, maintaining inventory, and upgrading software. 8) Handle all classroom/lab management, including maintaining accurate student attendance and grade reports, as well as maintaining a clean and organized environment with an emphasis on safety. 9) Create industry and community partners. 10) Assist with advisory board member recruitment and retention, attend advisory board meetings, and work with advisory board to develop, validate, and regularly update program content and outcomes. 11) Establish and maintain positive, professional, and collaborative relationships with internal and external partners including co-workers, employers, area high schools, and professional organizations. 12) Attend all required meetings. 13) Seek opportunities to promote NMJC and the Instrumentation and Controls Program. 14) Maintain professional/technical knowledge and skills by staying current with techniques, certifications, licensing, and instructional technology and delivery methods. 15) Participate, both as a professional and a representative of New Mexico Junior College, in community affairs. 16) Attend all College required meetings and abide by and support the NMJC Employee Handbook. 17) Promote the mission and vision of the college. 18) Nothing contained herein shall limit the President in assigning the employee to any of the various College activities for which he/she would be qualified in order to meet the needs of New Mexico Junior College.

Qualifications: A Bachelor’s Degree in a related field from a regionally accredited institution is preferred. Five years of related teaching and/or industry experience is preferred. The successful candidate must have good public relations skills, ability to handle multi-task situation and ability to work in a fast paced environment on a daily basis. Additionally, the successful candidate must have a broad knowledge of Instrumentation and Controls, as well as industry training needs.

Salary/Benefits: This is a 12 month faculty position funded by a grant through September 2017. Salary is competitive and commensurate with relevant experiences and degrees. Standard NMJC benefits apply.

Application Deadline: Open until filled. To ensure consideration, all application materials must be received as soon as possible.

To Apply: Submit an NMJC application form on line at www.nmjc.edu (Employment Opportunities) and attach the following: a letter of application (cover letter), your resume, unofficial transcripts for all degrees listed on resume (official transcripts required prior to employment), and three references with current addresses and phone numbers.

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RESOLUTION

Dr. Robert L. Rhodes

WHEREAS, Dr. Robert L. Rhodes, being one of the Staff Members of New Mexico Junior College, has faithfully served the College for nine years; and

WHEREAS, Dr. Robert L. Rhodes has served as Vice President of Training and Outreach from 2006 to 2015; and

WHEREAS, Dr. Robert L. Rhodes has served as the New Mexico Junior College Liaison to the New Mexico State Legislature from 2006 to 2015; and

WHEREAS, Dr. Robert L. Rhodes has served as the Director of New Horizons Foundation from 2012 to 2013; and

WHEREAS, Dr. Robert L. Rhodes has served on various committees at New Mexico Junior College and in the community; and

WHEREAS, Dr. Robert L. Rhodes has been a devoted, enthusiastic and loyal staff member at New Mexico Junior College; and

WHEREAS, Dr. Robert L. Rhodes as a staff member, has always reflected a favorable image for New Mexico Junior College; and

WHEREAS, Dr. Robert L. Rhodes has elected to retire the 1st day of August 2015.

NOW, THEREFORE BE IT RESOLVED that New Mexico Junior College desires to give special recognition and appreciation to Dr. Robert L. Rhodes for his service and dedication to New Mexico Junior College.

ADOPTED THIS 11th day of June 2015.

ATTEST: New Mexico Junior College Board Chairman

New Mexico Junior College Board Secretary
RESOLUTION

Linda S. Connell

WHEREAS, Linda S. Connell, being one of the Staff Members of New Mexico Junior College, has faithfully served the College for twenty-four years; and

WHEREAS, Linda S. Connell has served as Professor of English from 1991 to 2015; and

WHEREAS, Linda S. Connell was selected as Faculty of the Year 2008; and

WHEREAS, Linda S. Connell has served as the Young Democrat’s Co-sponsor from 2004 to 2012; and

WHEREAS, Linda S. Connell has served on various committees at New Mexico Junior College and in the community; and

WHEREAS, Linda S. Connell has been a devoted, enthusiastic and loyal faculty member at New Mexico Junior College; and

WHEREAS, Linda S. Connell as an educator, has always reflected a favorable image for New Mexico Junior College; and

WHEREAS, Linda S. Connell has elected to retire the 1st day of July 2015.

NOW, THEREFORE BE IT RESOLVED that Linda S. Connell, be declared Professor Emeritus of New Mexico Junior College with all the rights and privileges pertaining thereto;

ADOPTED THIS 11th day of June 2015.

ATTEST: ________________________________
New Mexico Junior College Board Chairperson

______________________________
New Mexico Junior College Board Secretary
RESOLUTION

Dr. Patricia E. Emmerich

WHEREAS, Dr. Patricia E. Emmerich, being one of the Staff Members of New Mexico Junior College, has faithfully served the College for sixteen years; and

WHEREAS, Dr. Patricia E. Emmerich has served as Professor of Government / History from 1999 to 2015; and

WHEREAS, Dr. Patricia E. Emmerich has served as Department Chairperson from 2001 and 2010; and

WHEREAS, Dr. Patricia E. Emmerich was selected as Faculty of the Year 2008 and 2015; and

WHEREAS, Dr. Patricia E. Emmerich has served as the Young Democrat’s Co-sponsor from 2004 to 2012; and

WHEREAS, Dr. Patricia E. Emmerich has served on various committees at New Mexico Junior College and in the community; and

WHEREAS, Dr. Patricia E. Emmerich has been a devoted, enthusiastic and loyal faculty member at New Mexico Junior College; and

WHEREAS, Dr. Patricia E. Emmerich as an educator, has always reflected a favorable image for New Mexico Junior College; and

WHEREAS, Dr. Patricia E. Emmerich has elected to retire the 1st day of July 2015.

NOW, THEREFORE BE IT RESOLVED that Dr. Patricia E. Emmerich, be declared Professor Emeritus of New Mexico Junior College with all the rights and privileges pertaining thereto;

ADOPTED THIS 11th day of June 2015.
ATTEST: 

[Signatures]
New Mexico Junior College Board Chairperson
New Mexico Junior College Board Secretary
RESOLUTION

Donna L. Springer

WHEREAS, Donna L. Springer, being one of the Staff Members of New Mexico Junior College, has faithfully served the College for twenty-five years; and

WHEREAS, Donna L. Springer has served as Executive Assistant to the Vice President of Instruction from 2002 to 2015; and

WHEREAS, Donna L. Springer has served as Administrative Secretary to the Dean of Arts and Sciences from 1991 to 2002; and

WHEREAS, Donna L. Springer has served as Educational Secretary for Arts and Sciences from 1990 to 1991; and

WHEREAS, Donna L. Springer has served on various committees at New Mexico Junior College and in the community; and

WHEREAS, Donna L. Springer has been a devoted, enthusiastic and loyal staff member at New Mexico Junior College; and

WHEREAS, Donna L. Springer as a staff member, has always reflected a favorable image for New Mexico Junior College; and

WHEREAS, Donna L. Springer has elected to retire the 1st day of September 2015.

NOW, THEREFORE BE IT RESOLVED that New Mexico Junior College desires to give special recognition and appreciation to Donna L. Springer for her service and dedication to New Mexico Junior College.

ADOPTED THIS 11th day of June 2015.

ATTEST:                                      
New Mexico Junior College Board Chairman

                                                   
New Mexico Junior College Board Secretary