

**NEW MEXICO JUNIOR COLLEGE  
BOARD MEETING**

**Monday, June 20, 2016  
Zia Room – Library  
1:30 p.m.**

**AGENDA**

- |   |                 |
|---|-----------------|
| A. Welcome  | Pat Chappelle   |
| B. Adoption of Agenda   | Pat Chappelle   |
| C. Approval of Minutes of May 20, 2016  | Pat Chappelle   |
| D. President's Report   | Steve McCleery  |
| • HLC Planning Update   |                 |
| 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 High School Dual Credit/Concurrent Enrollment Tuition and Fee Policy      | Steve McCleery  |
| 6. Consideration of Revisions to the NMJC Board Policies and Manual                           | Steve McCleery  |
| 7. Consideration of Surface Nondisturbance Agreement (LURC)                                   | Scotty Holloman |
| 8. Consideration of Approval of Articles of Organization for NMJC Training, LLC.              | Scotty Holloman |
| 9. Consideration of Annual Capital Asset Inventory Certification                              | Josh Morgan     |
| 10. Consideration of Entertainment Technology Renovation RFP #118                             | Josh Morgan     |
| 11. Consideration of Revisions to the Employee Handbook Policy #220                           | Josh Morgan     |
| 12. Personnel Consideration - Program Planner for Continuing Education and Community Programs | Larry Sanderson |
| 13. Personnel Consideration – Head Men's Baseball Coach                                       | Phillip Roybal  |
| 14. Personnel Consideration – Assistant Director of Financial Aid                             | Phillip Roybal  |
| 15. Personnel Consideration – Director of Athletics   | Phillip Roybal  |
| 16. Consideration of Retirement Resolution  | Steve McCleery  |
| 17. Consideration of Retirement Resolution  | Pat Chappelle   |
| 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  
MAY 20, 2016  
MINUTES**

The New Mexico Junior College Board met on Friday, May 20, 2016, beginning at 8:00 a.m. in the Zia Room of Pannell Library. The following members were present: Ms. Patricia Chappelle, Madam Chair; Mr. Ron Black, Secretary; Mr. Manny Gomez; Mrs. Mary Lou Vinson; Mr. Zeak Williams; and Mr. Hector Baeza. Mr. Travis Glenn was absent from the meeting.

Ms. Chappelle called the meeting to order and welcomed visitors and guests present: Dorothy Fowler, Hobbs News-Sun and Dr. Kelvin Sharp.

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

Upon a motion by Mr. Gomez, seconded by Mr. Williams, the Board unanimously approved the minutes of April 21, 2016.

*Under President's Report,* Dr. McCleery provided updates of the Region V Baseball Tournament held in Lubbock, Texas. Dr. McCleery stated the season ended early for the NMJC baseball team but noted they had a great season and finished well.

Dr. McCleery provided updates of the NJCAA Outdoor National Track Championship held in Levelland, Texas. Dr. McCleery reported the NMJC ladies track team captured a second place at the national track meet and stated they had a great year.

Dr. McCleery informed the Board the review of the Board Policy Manual has begun and policies with redline revisions will be sent to them by the end of May or the first part of June. Dr. McCleery asked the Board to review and provide

suggested redline revisions to Norma Faught prior to the June Board meeting. Revisions will then be forwarded to Mr. Scotty Holloman for further review.

***Under New Business,*** Mr. Dan Hardin presented the April, 2016 financial reports. Upon a motion by Mr. Gomez, seconded by Mr. Williams, the Board unanimously approved the Expenditure Report for April, 2016. In addition, the Revenue Report, Oil and Gas Revenue Report, and Schedule of Investments Report were reviewed. Mr. Hardin pointed out a correction of the year to date revenue for oil and gas at \$8,250,586.00 rather than \$7,818,796.00.

Mr. Dan Hardin and Mr. Josh Morgan presented the Fiscal Watch Reports for March, 2016. Upon a motion by Mrs. Vinson, seconded by Mr. Gomez, the Board unanimously approved the Fiscal Watch Reports for March, 2016.

Mr. Dan Hardin presented a request for Consideration of 27 Dorm Shower Stall Upgrades to be completed in two phases. Phase one includes the top floors in Runnels and Houston Hall, and the showers will be completed this summer. The amount for phase one is \$277,728.75 to be expended from the Dorm Refurbishing fund account. Mr. Hardin noted the general contractor will be Donner Plumbing & Heating, a CES vendor. Upon a motion by Mr. Gomez, seconded by Mr. Baeza, the Board unanimously approved this request.

Mrs. Regina Choate presented RFP Bid #117 - Consideration of Food Services for NMJC with a request to award the bid to Sodexo America of Gaithersburg, Maryland, for a contract period of one (1) year, renewable annually by mutual agreement for up to seven additional years in the amount of \$473,555.00. After discussion and questions answered, and upon a motion by Mr. Black, seconded by Mr. Gomez, the Board unanimously approved this request.

Mr. Bill Kunko presented a request for Consideration for approval of a CES Contract for NMJC Fiber Backbone Upgrades at a total project cost of \$116,844.95. Upgrades will be made to the fiber backbone infrastructure on the NMJC campus. The project will bring new fiber cable throughout the campus to support the growing demand for faster speed and more bandwidth needed for

today's technology. After discussions and upon a motion made by Mr. Black, seconded by Mrs. Vinson, the Board unanimously approved this request.

Dr. Darrell Beauchamp presented a request for Consideration of Acquisition & De-accessioning of Five Archaeological Collections from the Western Heritage Museum. The archaeological collections to be removed are: 1) The Glasscock Collection, 2) The Harvey Hicks Collection, 3) The Lester/Parks Collection, 4) The Pearson Collection, and 5) The Calvin Smith and Calvin B. Smith Collection. After significant discussion and upon a motion by Mr. Baeza, seconded by Mr. Gomez, the Board unanimously approved the transfer of archaeological collections and associated casework and cabinetry to another educational institution.

Dr. Dennis Atherton presented a request for consideration of a faculty position with the title of Professor of Student Success to be filled by Ms. Kelly Holladay at an annual salary of \$64,000.00. Upon a motion by Mr. Black, seconded by Mrs. Vinson, the Board unanimously approved this request.

Mr. Jeremy Capo recommended Mr. Tommie L. Johnson for the Assistant Women's Basketball Coach/Professor position at a 9 month salary of \$48,457.00. Upon a motion by Mrs. Vinson, seconded by Mr. Gomez, the Board unanimously approved the employment of Tommie L. Johnson, effective August 15, 2016.

Ms. Chappelle called for comments from the public. There being none, the next regular board meeting was scheduled for Monday, June 20, 2016 beginning at 1:30 p.m.

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. Black seconded the motion. The roll call vote was as follows: Mr. Baeza – yes; Mr. Williams – yes; Mr. Black – yes; Mrs. Vinson – 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 Mrs. Vinson, the board meeting adjourned at 9:25 a.m.

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Pat Chappelle, Chair

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Ron Black, Secretary

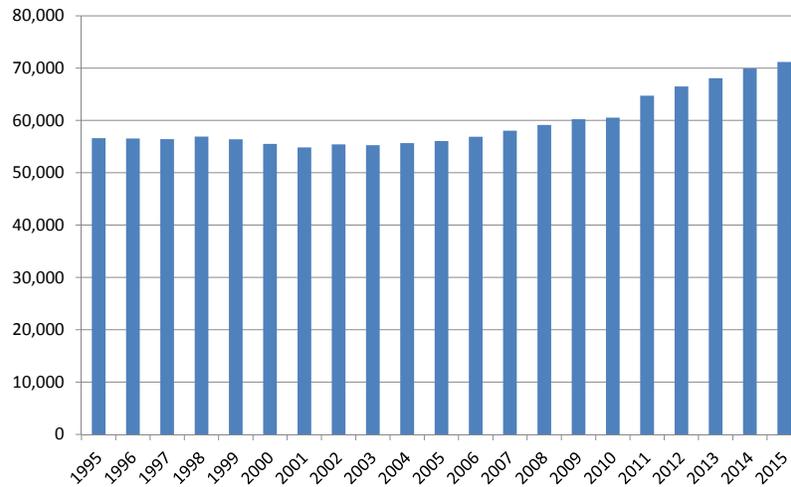
# NMJC Planning Update

NMJC Board Meeting

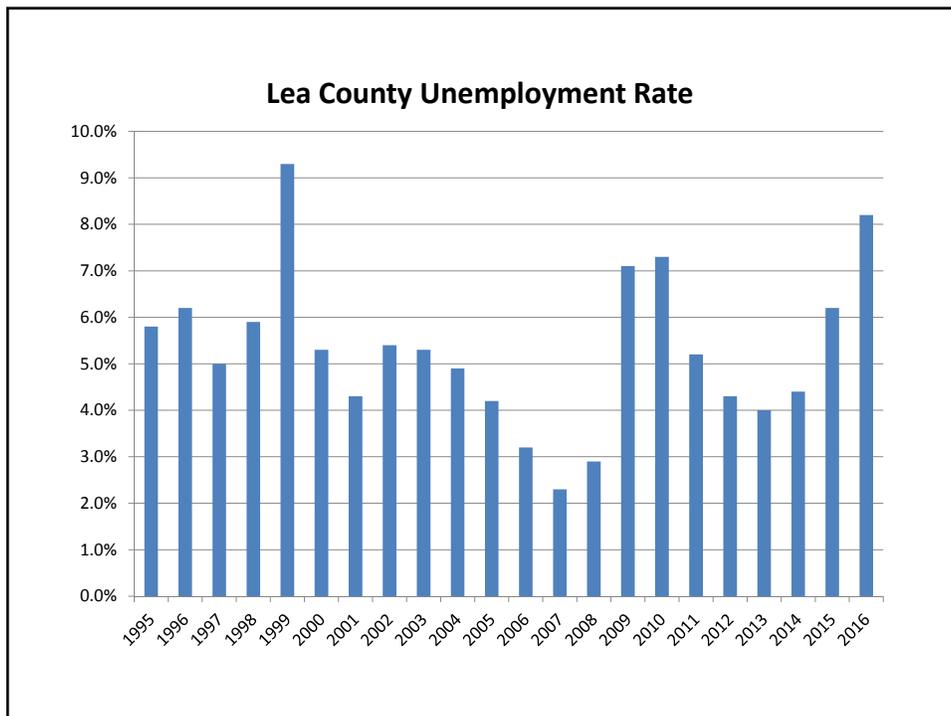
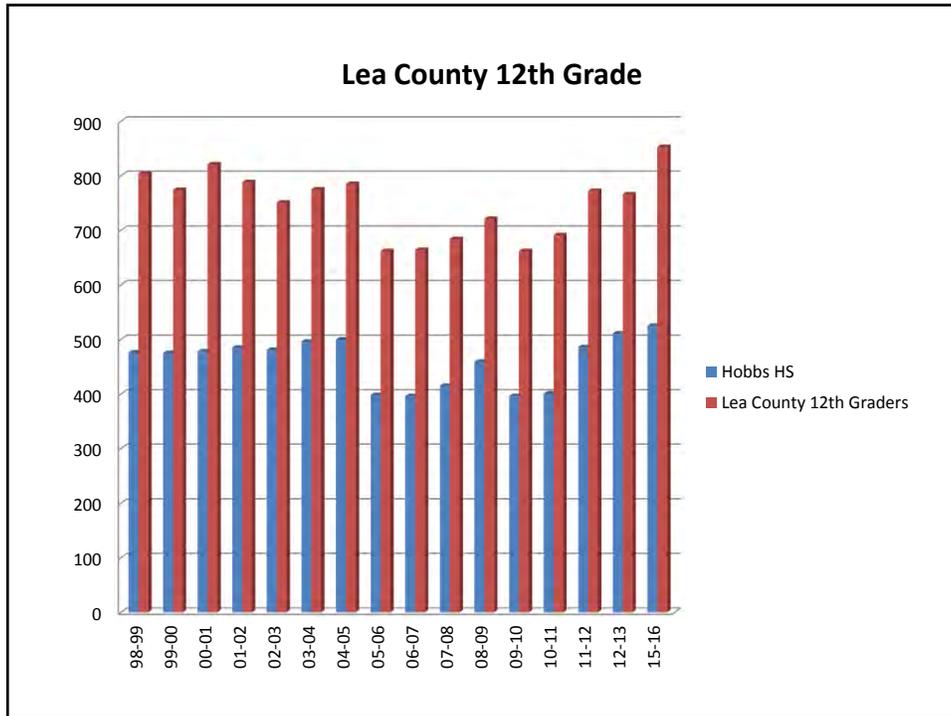
June 20, 2016



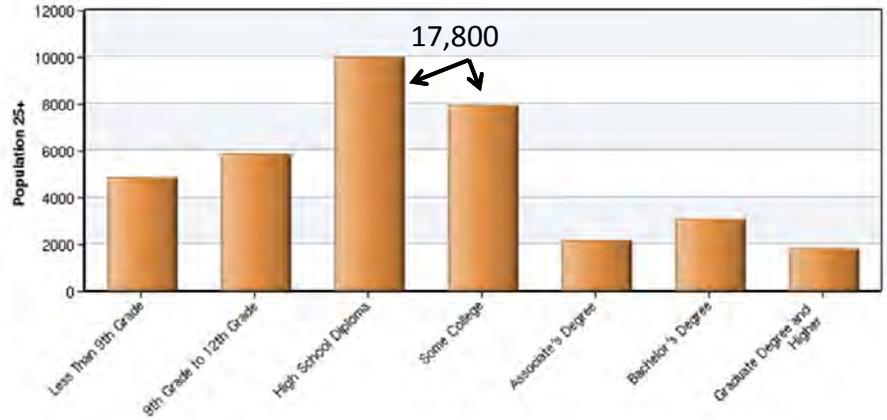
## Lea County Census



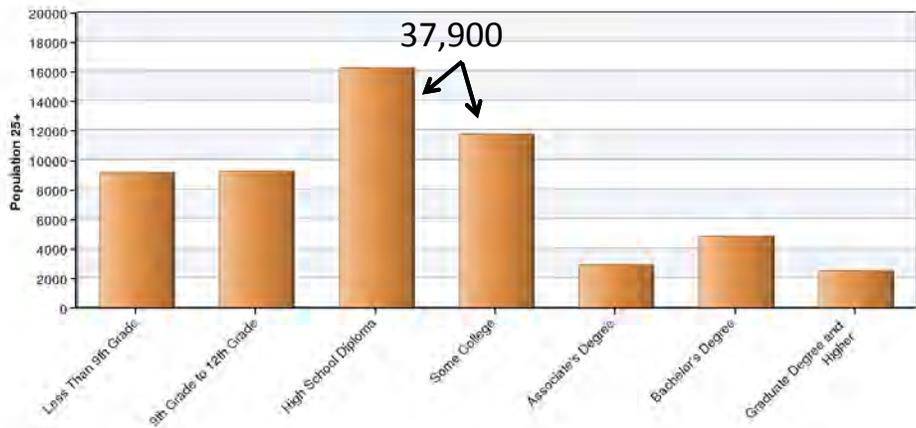
U.S. Census Bureau Estimates



### Education Attainment of Adults over the age of 25 in Lea County



### Education Attainment of Adults over the age of 25 In Lea, Yoakum, Gaines, and Andrews Counties

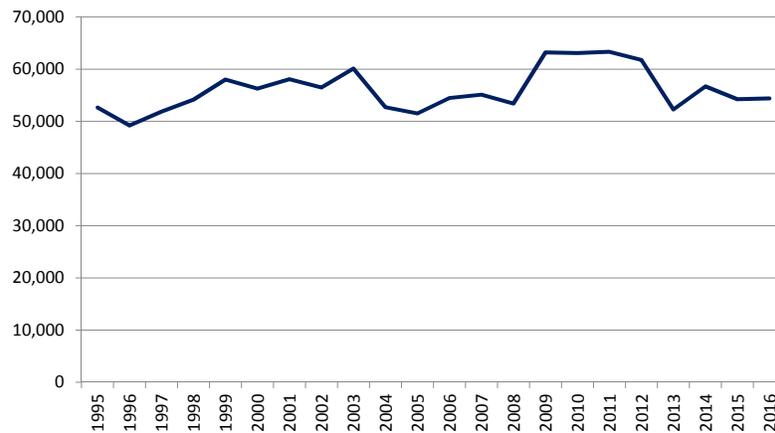


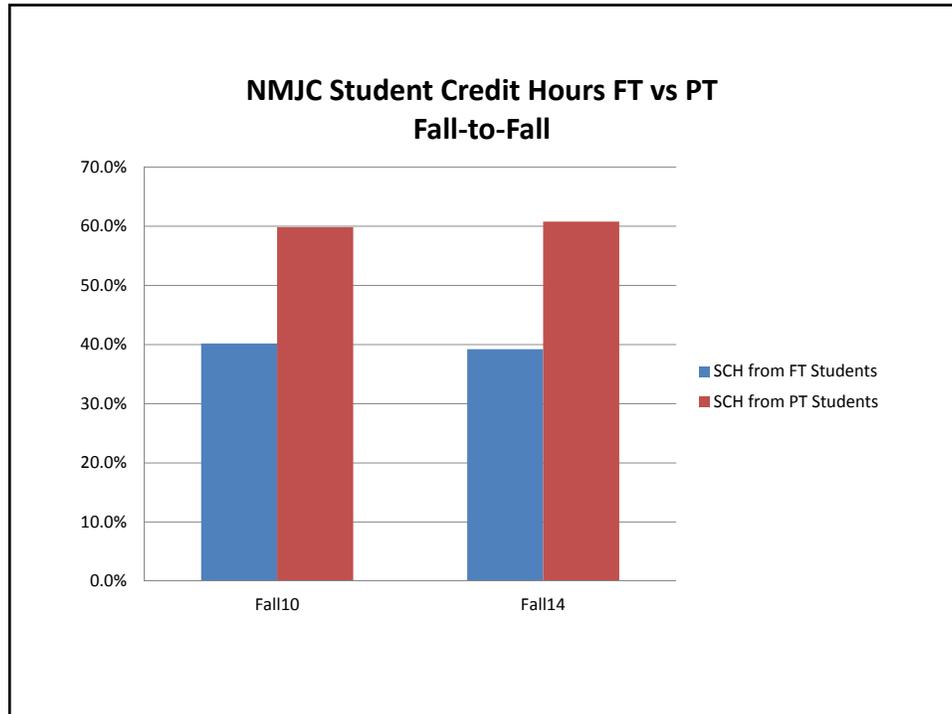
## Who Are NMJC Students?



	Fall 09	Fall 10	Fall 11	Fall 12	Fall 15
Headcount	3,534	3,377	3,390	2,961	2,889
Women	59.6%	61.8%	59.7%	61.5%	63.2%
In-district	80.7%	77.4%	78.8%	77%	76.6%
Fulltime	35%	37%	30.3%	26.8%	29%
Dual Enrollment	20.9%	16.5%	14.8%	16.6%	18.3%
Hispanic	37.1%	41.2%	42.2%	42.9%	43.4%
White	48.4%	46%	44.6%	43.9%	38.5%
1 <sup>st</sup> Time Fresh.	17.1%	16.2%	22.4%	20.7%	21.1%

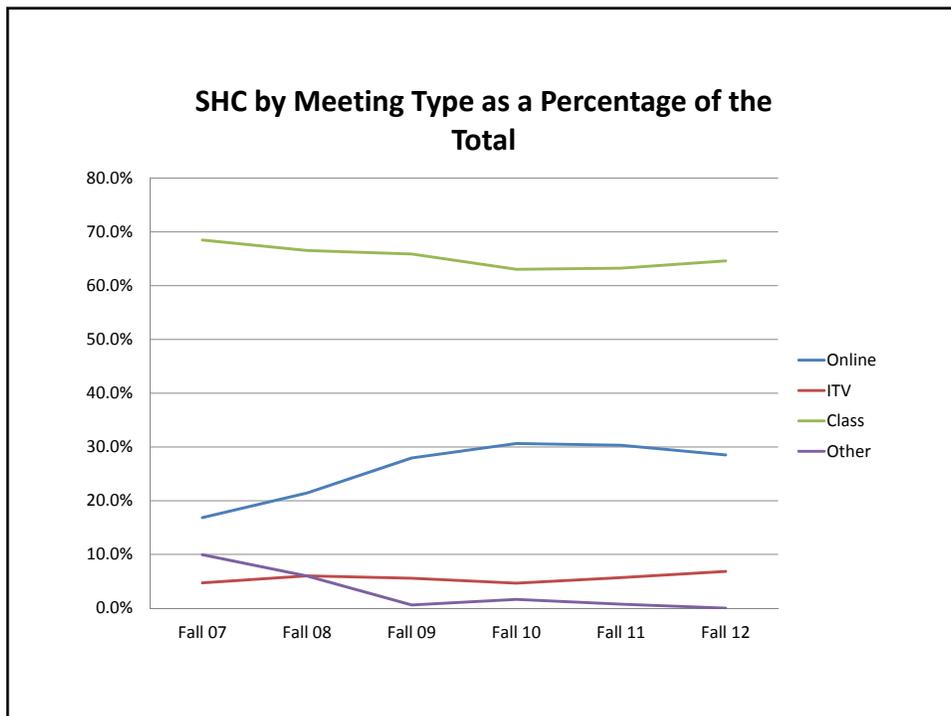
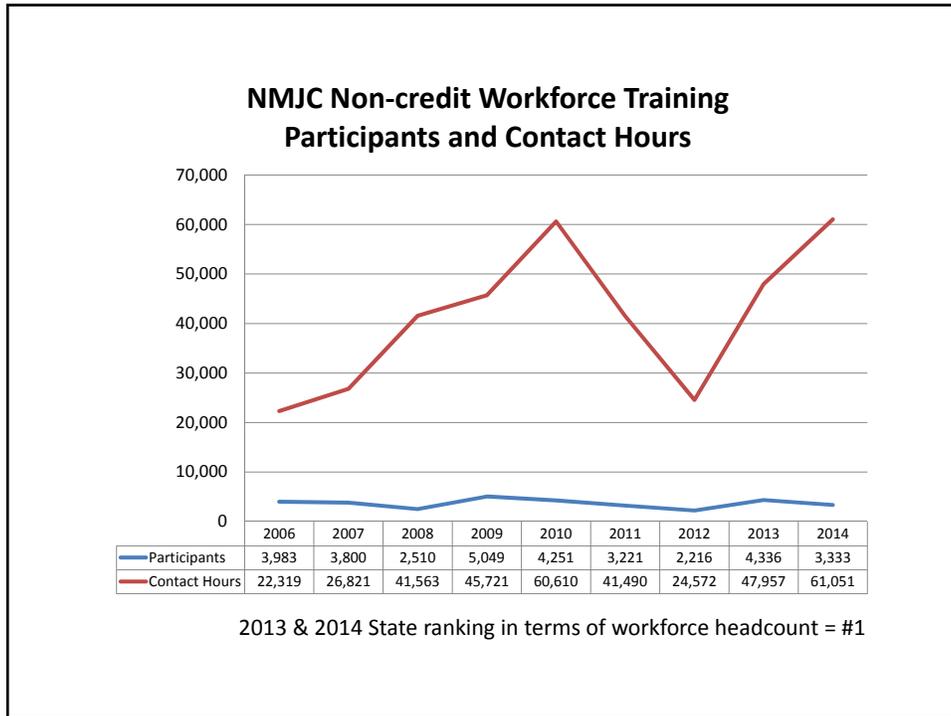
## NMJC Student Credit Hours 1995-2015/16

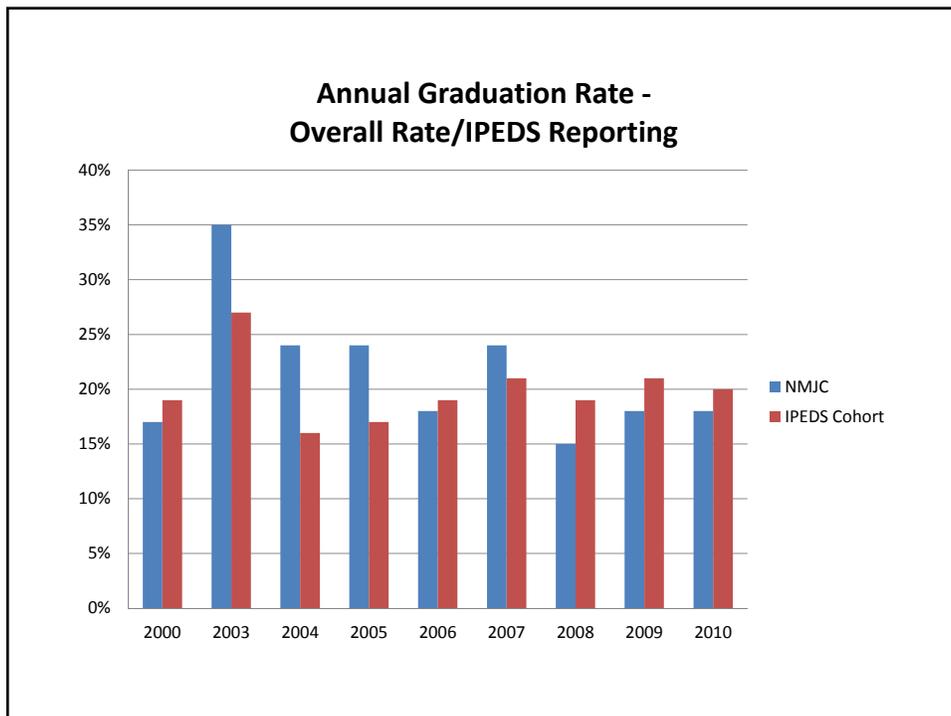
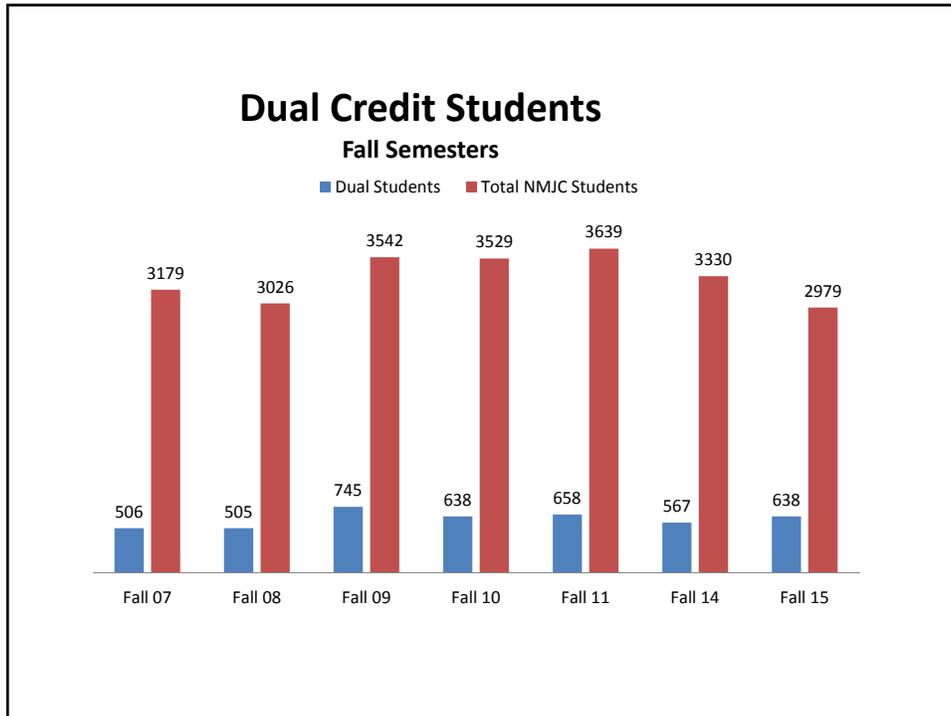


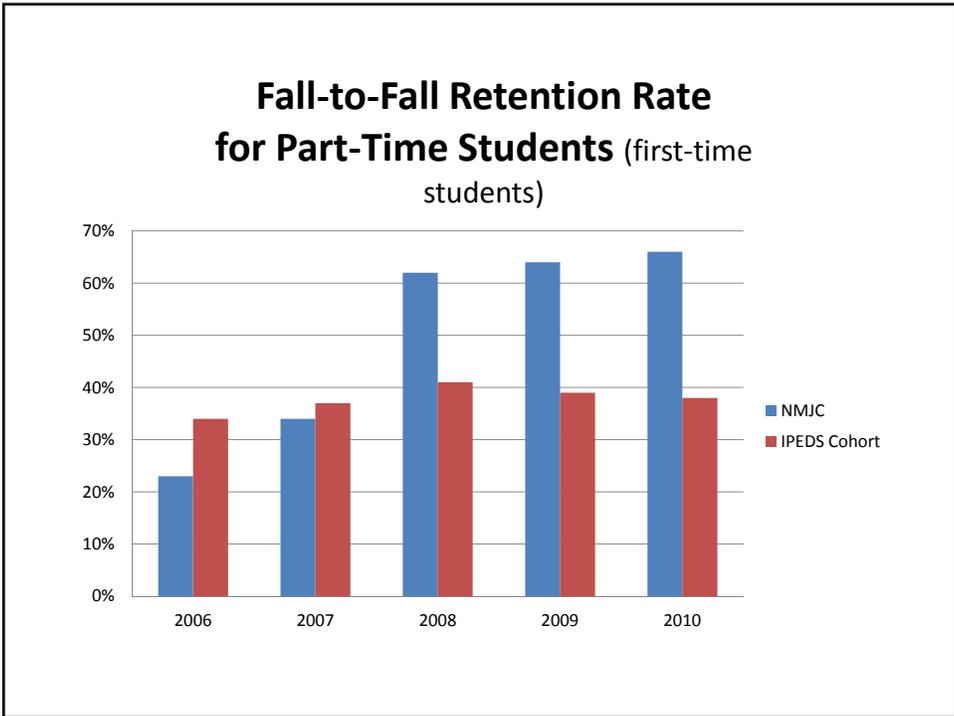
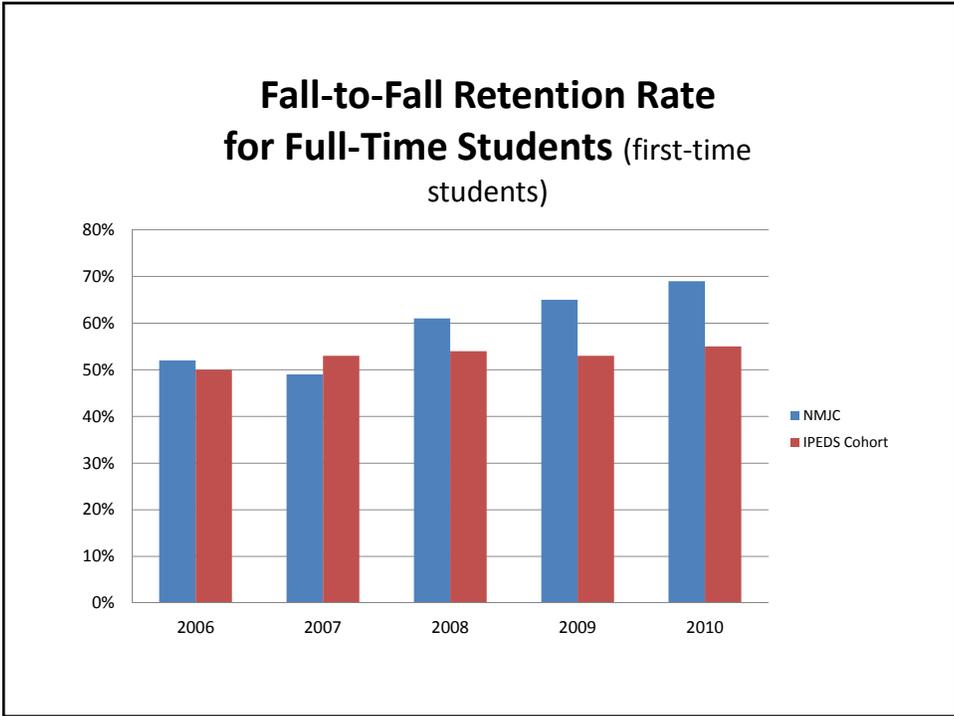


### How the economy affects enrollment:

- As the economy gets better, fewer students enroll as full time students (a number of these shift to be part-time students).
- Part-time students take fewer credit hours (note: the number of part time students actually increases as the economy gets better).







## Peer Benchmark Groups

- **HED Peer Group**
  - Carl Sandburg College
  - Lower Columbia College
  - Darton College
  - Grayson County College
  - Hutchinson Community College
  - Louisiana State Univ. – Eunice
  - Iowa Lakes Community College
  - Sheridan College
  - Temple College
  - Reading Area Community College
  - Midland College
  - Paris Junior College
- **NMJC Regional Peers**
  - Cisco College
  - Clarendon College
  - Grayson County College
  - Hill College
  - Howard College
  - Odessa College
  - Ranger College
  - Temple College
  - Weatherford College

## National Measurement Tools:

- **Tracking**
  - Measures changes in our performance over time.
- **Benchmarking**
  - Measures our performance against peers.
  - Measures our performance against external outcomes.



## National Measurement Tools:

- Noel Levitz Student Satisfaction Inventory
  - 2005 – 2009 – 2012 – 2016
- Noel Levitz Survey of Online Learners
  - 2010 first time deployment
- Community College Survey of Student Engagement (CCSSE)
  - 2007 – 2010 – 2013
- Noel Levitz Survey of Employee Satisfaction

## Key messages: 2016 Notes

- Plans take time to become reality (particularly when capital funding involved)
  - Equine Center, Oil & Gas Training & Entertainment
  - Due to impact of employment on enrollment – new programs must focus on sizeable, stable markets
- **The local economy is in decline**
  - 5% unemployment level seems to be key\* **(8.2%)**
  - Good times push enrollment down quickly
  - Bad times affect enrollment 2-3 years later
  - **Two factors: headcount and credit hour load**

## Key messages – con't: 2016 Notes

- New modes of delivery (iTV, Online and Dual credit) are examples of prior decisions paying current dividends - **Rate of growth is flat**
- Future growth will rely on targeted programs
- NMJC has a sizeable, available market
  - 37,000 adults with HS and some college
  - Hispanic population versus student enrollment
  - NMJC student body is continuing to diversify
- NMJC compares favorably to peers

## Key messages – con't: 2016 Notes

- **Workforce training continues at a high level although the economy will have a negative impact on training expenditures by companies**
- **Need to focus on student success (retention and completion).**



The image shows a screenshot of the New Mexico Junior College (NMJC) website. The website has a red header with the NMJC logo and a navigation menu. The main content area features several news items and a sidebar with various links. In the footer, there is a link labeled "Institutional Effectiveness" which is highlighted by a black arrow pointing from the left.

Institutional Data Available:  
[www.nmjc.edu](http://www.nmjc.edu)  
Click on "Institutional Effectiveness"

Thank you.

**NEW MEXICO JUNIOR COLLEGE**  
**Expenditure Report**  
**May 2016**

92% of Year Completed

Fund	2014-15			2015-16			
	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	11,018,956	9,162,267	83%	10,779,949	1,047,681	9,004,387	84%
Academic Support	2,424,460	2,179,047	90%	2,593,505	70,624	2,275,611	88%
Student Services	2,074,588	1,757,957	85%	2,036,525	198,746	1,826,469	90%
Institutional Support	4,746,075	4,007,591	84%	4,905,100	407,625	4,332,157	88%
Operation & Maintenance of Plant	3,808,548	3,820,649	100%	3,847,038	346,582	3,666,660	95%
<b>Subtotal - Instruction &amp; General</b>	<b>24,072,627</b>	<b>20,927,511</b>	<b>87%</b>	<b>24,162,117</b>	<b>2,071,258</b>	<b>21,105,284</b>	<b>87%</b>
Student Activities	0		0%	0	0		0%
Research	0		0%	0	0		0%
Public Service	0		0%	0	0		0%
Internal Service Departments	150,266	179,610	120%	155,121	13,906	144,484	93%
Student Aid	868,551	824,754	95%	733,309	71,497	753,375	103%
Auxiliary Enterprises	1,884,288	1,969,298	105%	2,519,579	167,075	2,477,619	98%
Athletics	1,425,760	1,392,356	98%	1,582,870	109,105	1,532,485	97%
<b>Total Current Unrestricted Fund</b>	<b>28,401,492</b>	<b>25,293,529</b>	<b>89%</b>	<b>29,152,996</b>	<b>2,432,841</b>	<b>26,013,247</b>	<b>89%</b>
<b>CURRENT RESTRICTED FUND</b>							
Grants	1,157,859	1,464,369	126%	3,014,797	137,381	1,797,916	60%
Student Aid	5,033,468	3,622,519	72%	3,641,528	(7,729)	3,567,626	98%
<b>Total Current Restricted Fund</b>	<b>6,191,327</b>	<b>5,086,888</b>	<b>82%</b>	<b>7,045,554</b>	<b>129,652</b>	<b>5,365,542</b>	<b>76%</b>
<b>PLANT FUNDS</b>							
<b>Capital Outlay / Bldg. Renewal &amp; Repl.</b>							
Projects from Institutional Funds	8,757,760	4,784,222	55%	3,809,702	460,970	4,018,393	105%
Projects from State GOB Funds	3,050,000	2,811,681	92%	1,389,694		317,875	23%
Projects from State STB Funds	0		0%			553,777	0%
Projects from General Fund	0	17,704	0%	0			0%
Projects from Private Funds	0		0%	0			0%
Projects from State ER&R	332,720	318,587	96%	332,720	4,273	99,715	30%
Projects from State BR&R	597,281	373,593	63%	835,068	11,414	846,431	101%
Subtotal - Capital and BR&R	12,737,761	8,305,787	65%	6,367,184	476,657	5,836,191	92%
<b>Debt Service</b>							
Revenue Bonds	276,000	0	0%	0	0	0	0%
<b>Total Plant Funds</b>	<b>13,013,761</b>	<b>8,305,787</b>	<b>64%</b>	<b>6,367,184</b>	<b>476,657</b>	<b>5,836,191</b>	<b>92%</b>
<b>GRAND TOTAL EXPENDITURES</b>	<b>47,606,580</b>	<b>38,686,204</b>	<b>81%</b>	<b>42,565,734</b>	<b>3,039,150</b>	<b>37,214,980</b>	<b>87%</b>

**NEW MEXICO JUNIOR COLLEGE**  
**Revenue Report**  
**May 2016**

92% of Year Completed

Fund	2014-15			2015-16			
	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	3,684,200	3,853,648	105%	3,692,200	64,438	3,932,360	107%
State Appropriations	6,047,200	5,690,977	94%	6,129,500	510,799	5,171,200	84%
Advalorem Taxes - Oil and Gas	7,235,000	10,814,035	149%	7,235,000	381,918	8,632,504	119%
Advalorem Taxes - Property	6,003,500	5,586,446	93%	6,853,725	844,155	6,185,235	90%
Interest Income	4,000	2,974	74%	4,000	55	462	12%
Other Revenues	368,161	393,426	107%	330,105	11,915	376,769	114%
<b>Subtotal - Instruction &amp; General</b>	<b>23,342,061</b>	<b>26,341,506</b>	<b>113%</b>	<b>24,244,530</b>	<b>1,813,280</b>	<b>24,298,530</b>	<b>100%</b>
Student Activities	0	0	0%	0	0	0	0%
Public Service	0	0	0%	0	0	0	0%
Internal Service Departments	27,000	7,871	29%	27,000	3,331	10,649	39%
Auxiliary Enterprises	2,251,000	2,444,875	109%	2,288,000	69,257	2,413,310	105%
Athletics	483,400	449,715	93%	487,200	40,893	447,922	92%
<b>Total Current Unrestricted</b>	<b>26,103,461</b>	<b>29,243,967</b>	<b>112%</b>	<b>27,046,730</b>	<b>1,926,761</b>	<b>27,170,411</b>	<b>100%</b>
<b>CURRENT RESTRICTED FUND</b>							
Grants	1,157,859	1,469,094	127%	2,055,881	147,364	1,935,209	94%
Student Aid	5,033,468	3,541,114	70%	4,989,673	36,709	3,450,571	69%
<b>Total Current Restricted</b>	<b>6,191,327</b>	<b>5,010,208</b>	<b>81%</b>	<b>7,045,554</b>	<b>184,073</b>	<b>5,385,780</b>	<b>76%</b>
<b>PLANT FUNDS</b>							
Capital Outlay / Bldg. Renewal & Repl.							
Projects from State GOB Funds	3,300,000	2,222,238	0%	5,000,000		665,322	0%
Projects from State STB Funds	0		0%	0	0	52,878	0%
Projects from General Fund	0		0%	0			0%
Projects from Private Funds	0		0%	0			0%
Interest Income (LGIP)	10,000	17,599	176%	10,000	3,835	24,811	248%
<b>Total Plant Funds</b>	<b>3,310,000</b>	<b>2,239,837</b>	<b>68%</b>	<b>5,010,000</b>	<b>3,835</b>	<b>743,011</b>	<b>15%</b>
<b>GRAND TOTAL REVENUES</b>	<b>35,604,788</b>	<b>36,494,012</b>	<b>102%</b>	<b>39,102,284</b>	<b>2,114,669</b>	<b>33,299,202</b>	<b>85%</b>

# NEW MEXICO JUNIOR COLLEGE

## Oil and Gas Revenue Report

### May 2016

92% 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	\$45.16	5,898,788	\$2.85	17,668,988	720,659	465,000	255,659
Actual	August	\$35.51	6,117,230	\$2.76	17,591,052	678,487	465,000	213,487
Actual	September	\$40.02	6,000,461	\$2.81	17,818,034	679,100	465,000	214,100
Actual	October	\$40.75	6,059,129	\$2.75	18,623,279	704,218	465,000	239,218
Accrual	November	\$36.54	5,895,503	\$2.56	17,591,186	594,349	465,000	129,349
Accrual	December	\$29.81	5,565,429	\$2.41	15,996,106	489,235	465,000	24,235
Accrual	January	\$25.60	5,776,954	\$2.18	15,894,801	426,723	465,000	(38,277)
Accrual	February	\$25.37	5,345,690	\$2.09	16,448,866	379,449	465,000	(85,551)
Accrual	March					465,000	465,000	0
Accrual	April					465,000	465,000	0
Accrual	May					465,000	465,000	0
Accrual	June						465,000	(465,000)
Y.T.D. Production Tax Revenue						6,067,220	5,580,000	487,220
Y.T.D. Equipment Tax Revenue						2,565,284	1,655,000	910,284
Total Year-to-Date Oil & Gas and Equipment Tax Revenue						<u>8,632,504</u>	<u>7,235,000</u>	<u>1,397,504</u>

*Source: New Mexico Taxation and Revenue Department*

**NEW MEXICO JUNIOR COLLEGE**  
**Schedule of Investments**  
**May 2016**

92% of Year Completed

Financial Institution	Amount Invested	Account Number	Interest Rate	Interest Earned
State of New Mexico Local Government Investment Pool	10,593,127	7102-1348	0.210%	3,835
Plus deposits	0			
Less withdrawals	0			
<b>Total LGIP investments</b>	<u><b>10,593,127</b></u>			<u><b>3,835</b></u>

Capital Projects	5/31/2016
Vehicles	0.00
Technology Upgrade	154,212.81
JASI	6,737.36
WHM South Gallery	266,594.43
Baseball Field	23,362.95
Luminis Software	2,993.00
Landscaping	301,613.17
Campus Signage	601.67
Roof Replacement	27,382.26
Dorm/Apartment Refurbish	0.00
Campus Construction	187,997.24
Oil & Gas Training	159,700.08
Public Sector	9,227.00
Campus Security	6,040.72
Lumens Software-Distance Learnng	5,000.00
Copier Replacement	274.00
Non-Recurring Compensation	152,169.10
Athletics	42,991.36
Student Life Programming	20,432.28
Warehouse/Cont Ed Remodel	669.00
Succession Plan	52,434.10
Energy Technology Equipment	300,000.00
WHM Exhibits	32,866.89
Mansur Hall Upgrades	31,212.27
Senior Warm Water Wellness Ctr	3,500,000.00
Driving Range Upgrades	200,000.00
Cosmetology Remodel	700,000.00
Entertainment Technology	2,365,810.11
Cafeteria Upgrade	213,738.32
Channel 19 Upgrade	32,719.62
FERPA & Title IX	688.50
Equestrian Center	3,000,000.00
Bob Moran Upgrades	82,459.39
Campus/Hospital Fencing	200,000.00
Turf Replacement	82,781.47
Watson Hall Theater	238,511.90
WHM Titanic Exhibit	0.00
Mary Hagelstein Upgrades	90,612.80
HVAC Software-Central Plant	200,000.00
Infrastructure Upgrade	75,847.61
Cadet Supplement	0.00
Workforce Training Contingency	3,435.52
<b>TOTAL</b>	<u><b>12,771,116.93</b></u>



## Memo

DATE: June 20, 2016  
TO: New Mexico Junior College Board Members  
FROM: Steve McCleery *SM*  
SUBJECT: Consideration of High School Dual Credit / Concurrent Enrollment  
Tuition and Fee Policy

Under the guidelines of the New Mexico Higher Education Department, the New Mexico Junior College Board is charged with the approval of institutional tuition and fee rates and policies. Under the current Dual Credit Legislation, all tuition and fees must be waived for High School Dual Credit students.

Please consider waiving tuition and fees for all Dual Credit and Concurrent Enrollment Lea County High School Students, Lea County Home School - High School Students, and Lea County Private School - High School Students.

Thank you for your consideration.



## NEW MEXICO JUNIOR COLLEGE

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Office of the President

Date: June 20, 2016  
To: New Mexico Junior College Board Members  
From: Steve McCleery *SM*  
Subject: New Mexico Junior College Board Policy Manual

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Enclosed you will find a copy of the NMJC Board Policy Handbook with suggested changes. Please consider approving the suggested changes.

Thank you for your consideration.

Steve

COMMISSIONER OF PUBLIC LANDS  
NEW MEXICO STATE LAND OFFICE  
**Amendment No. 2**  
SURFACE NONDISTURBANCE  
LAND USE RESTRICTION OR CONDITION  
("LURC")

LURC No. 09-07

This LURC is granted by the Commissioner of Public Lands for the State of New Mexico (the "Commissioner"), trustee for the State of New Mexico (the "State") under the Act of June 20, 1910, 36 stat. 557, ch. 310 (the "Enabling Act") (the "Trust") to The Suerte Land Group, LLC a New Mexico limited liability company ("Suerte") successor to Rayellen Resources, Inc. ("Rayellen"), and its successors and assigns and to the City of Hobbs, a local political subdivision of the State of New Mexico ("City") and to New Mexico Junior College, a New Mexico State educational institution ("NMJC"), and to the Board of Education of Hobbs Municipal School District, the governing board of a New Mexico local political subdivision ("District") as their ownership interests are depicted by the attached Exhibit "A" effective as of \_\_\_\_\_, 2016 and as previously filed of record in the State of New Mexico, County of Lea in Book 1533, Pg. 661 and as amended by Amendment No. 1 dated July 31, 2009, and filed of record in the State of New Mexico, County of Lea in Book 1642, Pg. 343.

1. **Background and Purpose of LURC.** On August 27, 2007 the Commissioner and Rayellen entered into an Agreement to Exchange Land (the "Exchange Agreement"), pursuant to which the Commissioner and Rayellen agreed to exchange land as set forth therein. Pursuant to the terms of that Exchange Agreement, Rayellen will acquire the surface estate of the Land described below in Paragraph 3 (the "Land"), reserving to the State of New Mexico all rights in and to geothermal resources, oil, gas, sand, gravel, caliche, and all other natural resources and valuable natural deposits located in, on, or under the Land as more particularly described below, together with the right to access, lease, prospect or explore for, develop, mine, extract, produce, process, remove, and sell, as more particularly described below (collectively, the "Mineral Rights"). To facilitate development of the Land, Rayellen has requested that the Commissioner, on behalf of the State as owner of the Mineral Rights, covenant not to disturb the surface of the Land other than in the manner set forth in Paragraph 6 below in connection with the exploration for, development, exploitation of, production, processing, transportation, and marketing of the oil and natural gas reserved by the State in Patent #4337. Suerte, City, NMJC and District agree to comply with and are bound by all terms and conditions of the Exchange Agreement.
2. **Mineral Rights.** The Commissioner, as manager of the Trust, and specifically of Mineral Rights, is executing this LURC on behalf of the State, which claims ownership of and in the Exchange Agreement has reserved the rights to, all geothermal resources and all minerals of whatsoever kind in, under or upon the Land, including but not limited to oil and natural gas, helium, carbon dioxide, coal and lignite, uranium, brine, copper, iron, lead, talc, barite, gold and silver, precious and semi-precious stones and jewels, caliche, building stones, shale, clay, sand, gravel and rock for crushing, whether or not now known to exist or to have value, of whatever form or type, at whatever

depth, in whatever nature of deposit, whether solid, semi-solid, liquid, or gaseous, whether similar or dissimilar to any of those minerals enumerated, and regardless of the method of extraction whether by wells (including input wells), mining by subterranean, open-pit, or strip mines, surface or subsurface leaching, or any other means now or hereafter known or employed, together with all rights of access and surface use necessary for or reasonably incident to exploration for and extraction and removal of the minerals or geothermal resources, the right to execute leases for mineral or geothermal development and operation, the right to sell or dispose of the minerals or geothermal resources, the right to grant rights-of-way and easements for mineral or geothermal purposes, the right to prospect for, mine, produce and remove minerals and geothermal resources and the right to perform any and all acts necessary in connection therewith, all of such together being the Mineral Rights.

3. Land. The Land covered by this LURC is:

Pt. of SW  $\frac{1}{4}$  NE  $\frac{1}{4}$ , Pt. NE  $\frac{1}{4}$  NW  $\frac{1}{4}$ , NW  $\frac{1}{4}$  NW  $\frac{1}{4}$ , SW  $\frac{1}{4}$  NW  $\frac{1}{4}$ , Pt. SE  $\frac{1}{4}$  NW  $\frac{1}{4}$ , SW  $\frac{1}{4}$  in Section 17, Township 18 South, Range 38 East, N.M.P.M., Lea County, New Mexico, less and except 4.0 acres described as follows:

A certain tract of land lying and being situated within the SW  $\frac{1}{4}$  NE  $\frac{1}{4}$  of Section 17, Township 18 South, Range 38 East, N.M.P.M., being more particularly described as follows: Beginning at a point 75 feet to the right of and opposite center line Sta. 294+65.1 of FAP 197-A, Lea County, State of New Mexico; thence N 39° 42' W, along the right of way line of said project a distance of 834.8 feet; thence N 50° 18' E, a distance of 208.7 feet; thence S 39° 42' E, a distance of 834.8 feet; thence S 50° 18' W, a distance of 208.7 feet to the point and place of beginning, containing 4.0 acres, more or less.

Containing 301.52 acres, more or less (the "Land").

- 4 Fee. The fee for this LURC is: Twenty-five Thousand Dollars (\$25,000.00) (the "Fee").
5. Term. The term of this LURC shall be: For so long as the Land is developed and used for residential, commercial, and related purposes, including such public purposes as roadways, parks and open space, and schools (the "developed uses"), necessary for development of the Land in accordance with a subdivision plan approved by a local government having authority under New Mexico law to grant such approval (such plan or subdivision plan being the "Approved Plat").
6. Restriction on Use; Oil and Gas Operation; Right to Develop Mineral Rights from Other Land.
- a. Restriction on Use. Neither the State nor anyone claiming under it shall use the surface of the Land to access, explore, develop, mine, or extract geothermal

resources and minerals reserved pursuant to Patent #4337 except for conducting oil and gas operations as provided below.

- b. **Oil and Gas Operations.** The State, its lessees and their successors in title and interest may conduct oil and gas operations only from designated well sites on the Land as provided for herein. Such well sites shall be confined to the land area described as Allowable Drilling Area by Exhibit "A". The term "oil and gas operations" includes without limitation all activities using or affecting the use of the surface estate of the Land that are associated with exploration for, drilling, or production of, oil or gas, and accessing the well sites provided for herein, through final reclamation of any part of such Land affected by oil and gas operations.
- c. **Well Sites; Location and Spacing Requirements.** The location and spacing of all well sites shall be determined in accordance with 19.15.3.104 NMAC (Well Spacing and Location) (commonly referred to as "OCD Rule 104") and any orders, guidelines, or other directives adopted or issued by the New Mexico Oil Conservation Commission or the New Mexico Oil Conservation Division effecting oil and gas exploration or production on the Land. Any well site(s) developed within the Allowable Drilling Area shall be drilled consistent with the drilling technology prevalent at the time of development. SLO may approve directional or other drilling methods under areas not in the "Allowable Drilling Area" as long as no surface disturbance outside of the "Allowable Drilling Area" occurs. In addition, oil and gas well sites may not be (a) crossed by roads, easements, or other thoroughfares open to the public, (b) crossed by or be within the boundaries of any easement granted to a public utility or easement relating to the diversion, development, pumping, transportation, or use of water, (c) within a 100 year flood plan as determined for Lea County by the Federal Emergency Management Agency ("FEMA") or a successor agency designated by the federal government, and (d) within any area designated as a public park, public recreational facility or area, or public "open space" in any Approved Plat.
- d. **Right to Develop Mineral Rights from Other Land.** Subject to the limitation that neither the State nor its lessees and their successors in title and interest shall conduct any activity relating to the development of the Mineral Rights between the surface of the Land and a depth of five hundred feet (500') below the surface of the Land except as provided for in Paragraph 6, this LURC shall not be construed as a waiver of the right of the State to, explore for, develop, mine, or produce the Mineral Rights, including without limitation, oil and gas with wells drilled on the surface of land other than the Land, including, but not limited to, directional wells bottomed beneath or drilled through any part (other than the surface) of the Land, or by pooling its oil, gas and other mineral interests with lands adjoining the Land in accordance with the laws and regulations of the State.
- e. **Application of New Mexico Surface Owners Protection Act.** In return for the Commissioner agreeing to the provisions of this Agreement relating to oil and gas exploration and production on the Land, including without limitation Paragraph II

(D) (2) (Oil and Gas Exploration and Production) of the Exchange Agreement and Paragraph 6 hereof, Suerte, City, NMJC and District expressly agree that neither they nor their successors in interest will be entitled to compensation for the reasonable use of any of the wells, sites or the road or pipeline access to such sites pursuant to the Surface Owners Protection Act, Sections 70-12-1 to 70-10-10 NMSA 1978 by an operator as defined in such Act; provided, however that the foregoing limitation shall not limit or restrict the right of Suerte, City, NMJC and District or their successors in interest to be compensated by an operator for any damages sustained to the surface estate in excess of the reasonable use thereof by an operator conducting oil and gas operations thereon.

7. No Waiver, Release, or Relinquishment of Mineral Rights. Except as provided in Paragraphs 6 and 8, nothing herein shall be construed as waiving, releasing or relinquishing any right, title or interest of the State of New Mexico in and to the Mineral Rights in and under and that may be produced from the Land in accordance with the terms of the LURC.
8. Limitation on Reservation of Minerals, Geothermal Resources, and Certain Water Rights. The Commissioner acknowledges that Suerte, City, NMJC and District will grade, trench, move and remove materials, and otherwise alter the surface estate of the Land to construct roads, utilities, and building pads in order to develop it for residential, commercial, and related public purposes including such public purposes as roadways, parks and open space, and schools necessary for development of the Land as shown on an Approved Plat. The Commissioner agrees that the reservation to the State provided for in Patent #4337 shall not apply to any caliche, shale, clay, sand, gravel, and rock necessarily used on or removed from the Land in the course of such development and that neither Suerte, City, NMJC nor District shall be liable to the State for the value of said materials; provided, however, that the foregoing limitation of the reservation provided for in this Paragraph 8 shall only apply to those materials necessarily used or removed in the course of developing the Land in accordance with an Approved Plat and shall not entitle either Suerte, City, NMJC or District to sell, barter, or otherwise convey title to such materials to a third party. Should either Suerte, City, NMJC or District remove materials in excess of that amount necessary to develop the Land in accordance with an Approved Plat or sell, barter or otherwise convey title to any materials removed to any third party, Suerte, City, NMJC and District shall be jointly and severally liable to the State for the royalties, and any interest and penalties due thereon, normally charged by the Commissioner for such materials.

The Suerte Land Group, LLC

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**ACKNOWLEDGMENT IN A REPRESENTATIVE CAPACITY**

State of \_\_\_\_\_

County of \_\_\_\_\_

This instrument was acknowledged before on \_\_\_\_\_ (date) by \_\_\_\_\_  
(name) as \_\_\_\_\_ (title) of The Suerte Land Group LLC.

(seal)

\_\_\_\_\_  
(Signature of notarial officer)  
My commission expires: \_\_\_\_\_

The Suerte Land Group, LLC

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**ACKNOWLEDGMENT IN A REPRESENTATIVE CAPACITY**

State of \_\_\_\_\_

County of \_\_\_\_\_

This instrument was acknowledged before on \_\_\_\_\_ (date) by \_\_\_\_\_  
(name) as \_\_\_\_\_ (title) of The Suerte Land Group LLC.

(seal)

\_\_\_\_\_  
(Signature of notarial officer)  
My commission expires: \_\_\_\_\_

City of Hobbs

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**ACKNOWLEDGMENT IN A REPRESENTATIVE CAPACITY**

State of \_\_\_\_\_

County of \_\_\_\_\_

This instrument was acknowledged before on \_\_\_\_\_ (date) by \_\_\_\_\_  
(name) as \_\_\_\_\_ (title) of City of Hobbs.

(seal)

\_\_\_\_\_  
(Signature of notarial officer)

My commission expires: \_\_\_\_\_

New Mexico Junior College

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**ACKNOWLEDGMENT IN A REPRESENTATIVE CAPACITY**

State of \_\_\_\_\_

County of \_\_\_\_\_

This instrument was acknowledged before on \_\_\_\_\_ (date) by \_\_\_\_\_  
(name) as \_\_\_\_\_ (title) of New Mexico Junior College.

(seal)

\_\_\_\_\_  
(Signature of notarial officer)

My commission expires: \_\_\_\_\_

Board of Education of Hobbs Municipal School District

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**ACKNOWLEDGMENT IN A REPRESENTATIVE CAPACITY**

State of \_\_\_\_\_

County of \_\_\_\_\_

This instrument was acknowledged before on \_\_\_\_\_ (date) by \_\_\_\_\_  
(name) as \_\_\_\_\_ (title) of Board of Education of Hobbs Municipal School District.

(seal)

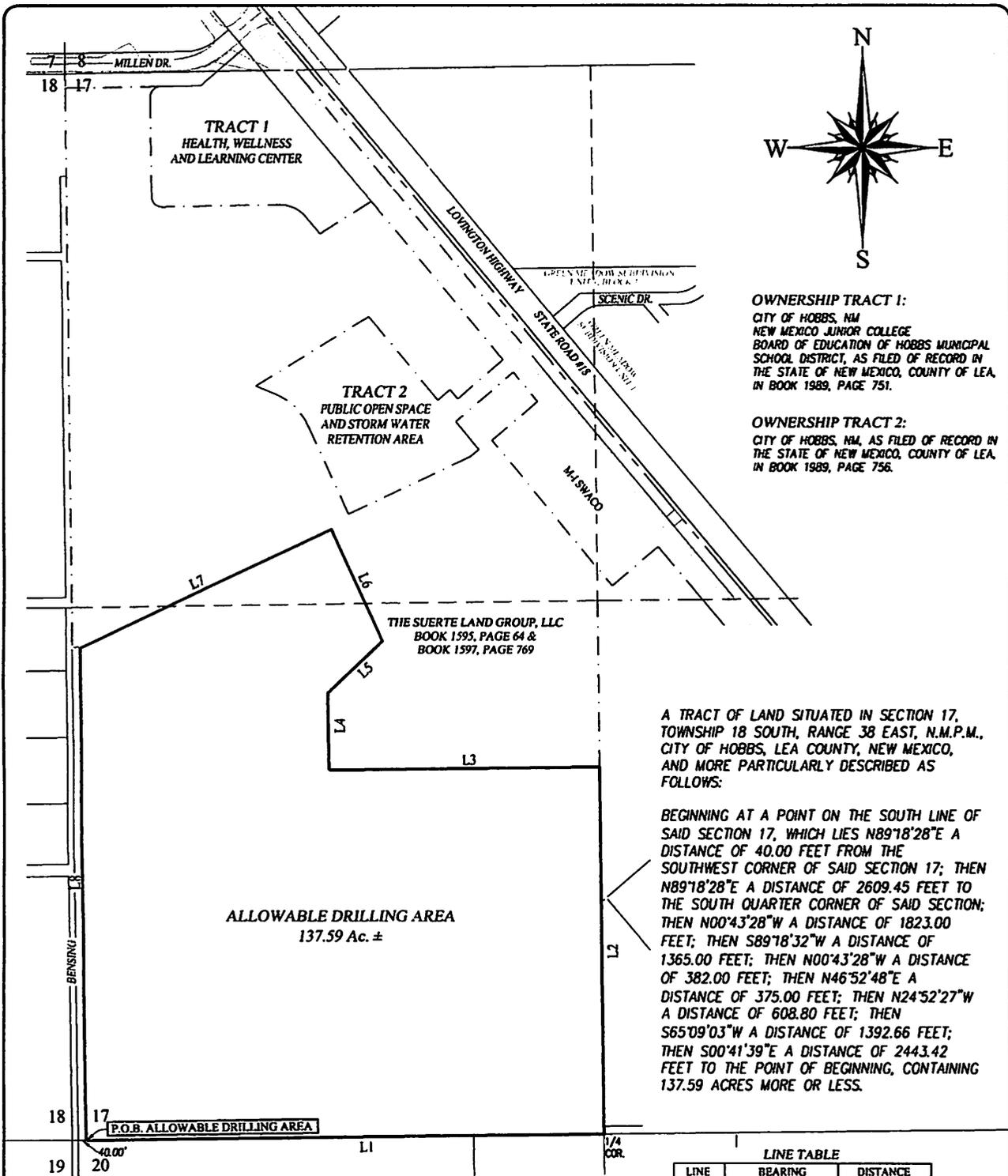
\_\_\_\_\_  
(Signature of notarial officer)  
My commission expires: \_\_\_\_\_

STATE OF NEW MEXICO COMMISSIONER OF  
PUBLIC LANDS

\_\_\_\_\_  
Name:

\_\_\_\_\_  
Date:

EXHIBIT "A"



**OWNERSHIP TRACT 1:**  
 CITY OF HOBBS, NM  
 NEW MEXICO JUNIOR COLLEGE  
 BOARD OF EDUCATION OF HOBBS MUNICIPAL  
 SCHOOL DISTRICT, AS FILED OF RECORD IN  
 THE STATE OF NEW MEXICO, COUNTY OF LEA,  
 IN BOOK 1989, PAGE 751.

**OWNERSHIP TRACT 2:**  
 CITY OF HOBBS, NM, AS FILED OF RECORD IN  
 THE STATE OF NEW MEXICO, COUNTY OF LEA,  
 IN BOOK 1989, PAGE 756.

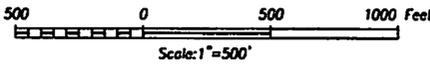
THE SUERTE LAND GROUP, LLC  
 BOOK 1595, PAGE 64 &  
 BOOK 1597, PAGE 769

A TRACT OF LAND SITUATED IN SECTION 17,  
 TOWNSHIP 18 SOUTH, RANGE 38 EAST, N.M.P.M.,  
 CITY OF HOBBS, LEA COUNTY, NEW MEXICO,  
 AND MORE PARTICULARLY DESCRIBED AS  
 FOLLOWS:

BEGINNING AT A POINT ON THE SOUTH LINE OF  
 SAID SECTION 17, WHICH LIES N89°18'28"E A  
 DISTANCE OF 40.00 FEET FROM THE  
 SOUTHWEST CORNER OF SAID SECTION 17; THEN  
 N89°18'28"E A DISTANCE OF 2609.45 FEET TO  
 THE SOUTH QUARTER CORNER OF SAID SECTION;  
 THEN N00°43'28"W A DISTANCE OF 1823.00  
 FEET; THEN S89°18'32"W A DISTANCE OF  
 1365.00 FEET; THEN N00°43'28"W A DISTANCE  
 OF 382.00 FEET; THEN N46°52'48"E A  
 DISTANCE OF 375.00 FEET; THEN N24°52'27"W  
 A DISTANCE OF 608.80 FEET; THEN  
 S65°09'03"W A DISTANCE OF 1392.66 FEET;  
 THEN S00°41'39"E A DISTANCE OF 2443.42  
 FEET TO THE POINT OF BEGINNING, CONTAINING  
 137.59 ACRES MORE OR LESS.

ALLOWABLE DRILLING AREA  
 137.59 Ac. ±

LINE TABLE		
LINE	BEARING	DISTANCE
L1	N89°18'28"E	2609.45'
L2	N00°43'28"W	1823.00'
L3	S89°18'32"W	1365.00'
L4	N00°43'28"W	382.00'
L5	N46°52'48"E	375.00'
L6	N24°52'27"W	608.80'
L7	S65°09'03"W	1392.66'
L8	S00°41'39"E	2443.42'



**SURVEYOR'S CERTIFICATE:**  
 I, GARY G. EDISON, NEW MEXICO PROFESSIONAL SURVEYOR  
 No. 12641, DO HEREBY CERTIFY THAT THIS SURVEY PLAT AND  
 THE ACTUAL SURVEY ON THE GROUND UPON WHICH IT IS BASED  
 WERE PERFORMED BY ME OR UNDER MY DIRECT SUPERVISION;  
 THAT I AM RESPONSIBLE FOR THIS SURVEY; THAT THIS SURVEY  
 MEETS THE MINIMUM STANDARDS FOR SURVEYING IN NEW  
 MEXICO; AND THAT IT IS TRUE AND CORRECT TO THE BEST OF  
 MY KNOWLEDGE AND BELIEF.

GARY G. EDISON Gary G. Edison  
 DATE: 4/21/16



PROVIDING SURVEYING SERVICES  
 SINCE 1946  
**JOHN WEST SURVEYING COMPANY**  
 412 N. DAL PASO HOBBS, N.M. 88240  
 (575) 393-3117 www.jwsc.biz  
 TPLS# 10021000

**THE SUERTE LAND GROUP, LLC**  
 LIMITS OF ALLOWABLE DRILLING AREA  
 WITHIN SUERTE LAND DIVISION No. 3  
 LOCATED IN SECTION 17, TOWNSHIP 18 SOUTH,  
 RANGE 38 EAST, N.M.P.M.  
 CITY OF HOBBS, LEA COUNTY, NEW MEXICO

Survey Date: N/A	CAD Date: 2/5/16	Drawn By: DSS
W.O. No.: 16110033	Rev: 4/21/16	Rel. W.O.: 08111872

**ARTICLES OF ORGANIZATION**

**OF**

**NMJC TRAINING, LLC**

The undersigned, desiring to form a limited liability company under the New Mexico Limited Liability Company Act (NMSA 1978 Sections 53-19-1 et seq. ["Act"]), does hereby sign and deliver to the Secretary of State of New Mexico these Articles of Organization.

**ARTICLE ONE**

**NAME**

The name of the limited liability company is NMJC TRAINING, LLC.

**ARTICLE TWO**

**DURATION**

The duration of NMJC TRAINING, LLC ("Company") shall be perpetual.

**ARTICLE THREE**

**REGISTERED OFFICE AND AGENT**

The mailing address of the initial registered office of the Company is 5317 N. Lovington, Highway, Hobbs, New Mexico 88240. The name of its registered agent at such address is Steve McCleery. The street address of the Company's principal place of business is 5317 N. Lovington Highway, Hobbs, New Mexico 88240. Either the registered office or the registered agent may be changed in the manner provided by law.

**ARTICLE FOUR**

**MANAGEMENT**

The Company shall be managed by a manager or managers.

**ARTICLE FIVE**

**SINGLE MEMBER**

This Company may be a single member company.

**ARTICLE SIX**

**ORGANIZER**

The name and address of the organizer is:

Steve McCleery  
5317 N Lovington Highway  
Hobbs, New Mexico 88240

IN WITNESS WHEREOF, the above-named organizer signed these Articles of Organization, this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

---

STEVE McCLEERY

**STATEMENT OF ACCEPTANCE OF APPOINTMENT  
BY DESIGNATED INITIAL REGISTERED AGENT**

Steve McCleery hereby accepts his appointment as the Initial Registered Agent of NMJC Training, LLC, the limited liability company which is named in the annexed Articles of Organization.

Dated: \_\_\_\_\_, 2016

\_\_\_\_\_  
Steve McCleery



NEW MEXICO  
Junior College

Vice President for Finance

To: NMJC Board Members

From: Joshua Morgan

RE: Annual Fixed Asset Inventory Certification

Date: June 20, 2016

As directed by the New Mexico Junior College Board of Directors, the Office of the Vice President of Finance has supervised this year's annual inventory of chattels and equipment valued at over \$5,000.00.

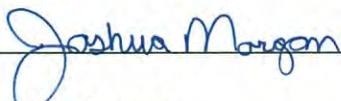
During this year's inventory observation, there was one inventory item we are requesting to be removed from the inventory listing. Tag #N19303 Super Z HD Kawasaki Mower (\$13,580.58) was reported as stolen. Below you will find the Incident Report filed.

In addition, we are also requesting Tag #N19153 Spacesaver with Delta Drawers (\$6,530.60) be removed from the inventory listing. The Western Heritage Museum is requesting to have this item donated to Eastern New Mexico University as part of the request that was made at the May Board Meeting to transfer archaeological collections and the associated casework and cabinetry.

In accordance with generally accepted auditing procedures, and in order to meet the annual requirements for certification as specified in State Statute 12-6-10, we hereby certify the over \$5,000.00 property listing for New Mexico Junior College.

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Pat Chappelle  
Board Chair  
New Mexico Junior College



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Joshua Morgan  
Accountant/Controller  
New Mexico Junior College

<u>Tag #</u>	<u>Description</u>	<u>Location Code</u>	<u>Serial or Vin #</u>	<u>Acquired Date</u>	<u>Acquired Value</u>	<u>Department</u>
N10012	Steinway Grand Piano	WH105	No Serial #	11/01/1970	5,500.00	Dean of Arts, Humanities & Career Technology,
N10261	Extractor & Dryer	CA185	175083	10/01/1981	6,205.00	Director of Athletics,
N12514	Challenge Power Paper Cutter	AC112	24845	10/01/1981	7,550.00	Vice President of Finance,
N11261	Nevco Scoreboard	CA189	54534	01/01/1991	10,271.04	Director of Athletics,
N11262	Nevco Scoreboard	CA189	54535	01/01/1991	10,271.04	Director of Athletics,
N11312	Sun Modular Gas Analyzer	DW226	0890A0140	04/01/1991	10,378.00	Dean of Distance Learning & Professional Studies,
N11748	1993 Massey Ferguson Tractor	WMPORT	B28173	01/01/1994	16,597.28	Director of Physical Plant,
G30205	IBM CPU - Pentium	DW213	23WCMX1	05/01/1996	5,203.00	Director of CIS,
N12727	1996 Ford Econoline Van	WMPORT	1FBJS31H7THA65765	07/12/1996	24,986.00	Vice President of Student Services,
G30404	EEC-V Powertrain Control Syste	DW241	CTFP628PVW67	10/01/1996	8,116.42	Dean of Distance Learning & Professional Studies,
N14659	1997 Chevy S-10 Pick-up	WMPORT	1GCCS144XV8156128	09/01/1997	13,100.00	Director of Physical Plant,
N14660	1997 Chevy S-10 Truck	WMPORT	1GCCS1449VK223935	09/01/1997	13,200.00	Director of Physical Plant,
N14661	1997 Chevy S-10 Pick-up	WMPORT	1GCCS1445VK231126	09/01/1997	13,200.00	Director of Physical Plant,
N14663	1997 Chevy S-10 Pick-up	WMPORT	1GCCS1445VK231126	09/01/1997	13,200.00	Director of Physical Plant,
N15171	Portable Rodeo Arena-Yellow	RG100	No Serial #	06/23/1998	15,500.00	Director of Athletics,
N15195	Kamatsu 5000 Fork Lift	WARINV	503210A	09/29/1998	20,000.00	Director of Physical Plant,
N15219	1999 Chevy S-10 Pick-up	WMPORT	1GCCS1440X8103165	11/06/1998	14,400.00	Director of Physical Plant,
N15220	1999 Chevy S-10 Truck	WMPORT	1GCCS1441X8104129	11/06/1998	14,400.00	Director of Physical Plant,
N15256	John Deere Turf Gator	BBSTOR	1001	12/09/1998	5,645.97	Director of Athletics,
N15267	1999 GMC Mid-Size Truck	WMPORT	1GDJC34F7XF030594	01/11/1999	28,557.86	Director of Physical Plant,
N15422	Ice-O-Matic Ice Machine	BA162	91808	07/30/1999	5,502.55	Vice President of Student Services,
N15413	Spacesaver Static Shelving	DW208	NA	08/25/1999	10,976.48	Dean of Distance Learning & Professional Studies,
N15409	Rotary 4 Post Alignment Rack	DW222	KAN99C0022	08/27/1999	12,780.00	Dean of Distance Learning & Professional Studies,
N15395	Hunter Alignment Machine	DW129	EJ8904	08/27/1999	17,721.44	Dean of Distance Learning & Professional Studies,
N15565	Komatsu 1200 lb Forklift	DW229	21115	12/15/1999	14,800.00	Dean of Distance Learning & Professional Studies,
G31306	SRS/SIR Air Bag Sys w/Pwr Sply & Sftware	DW235	1057	01/20/2000	5,334.14	Dean of Distance Learning & Professional Studies,
N15596	Shuttle Pro 40 Kiln	AC120	3503	02/04/2000	24,970.69	Dean of Arts, Humanities & Career Technology,
N15636	2000 Ford Econoline Van	BMLOT	1FBSS31L7YHA09342	04/03/2000	24,984.00	Dean of Public Safety & Industry,
N15635	2000 Ford Econoline Van	WMPORT	1FBSS31L3YHA01643	04/03/2000	24,984.00	Director of Physical Plant,
N15645	Whirlamatic Burnishing Machine	WM101	1308913	04/24/2000	8,136.00	Director of Physical Plant,
N15793	Paint Spray Booth	WMPORT	NA	05/12/2000	6,900.00	Director of Physical Plant,
N15787	World Diagnostic System w/Cart	DW130	9373824605	06/16/2000	10,311.00	Dean of Distance Learning & Professional Studies,
N15687	Neomet Binocular Microscope	DW114	MC88209	06/22/2000	7,942.50	Dean of Distance Learning & Professional Studies,
N15697	Scissor Lift	CP103	15030	06/27/2000	10,079.75	Director of Physical Plant,
N15800	1985 Case Front End Loader	CG100	NA	06/30/2000	14,000.00	Director of Physical Plant,
N15792	ACR 2000 A/C Recovery Unit w/Cart	DW221	9041	07/10/2000	5,349.50	Dean of Distance Learning & Professional Studies,
G31532	HP Color Inkjet Plotter	WM111A	SG07E33123	10/06/2000	11,643.51	Director of Physical Plant,
N16246	Powertrain Trainer w/Power Sply	DW110	1087	11/13/2000	8,000.00	Dean of Distance Learning & Professional Studies,
N16352	2001 Ford E150 LX Wagon	WMPORT	1FMRE11241HB00745	02/08/2001	19,962.00	Director of Physical Plant,
N16464	2001 Dodge Ram 1500 Pickup	WMPORT	1B7HC16YX1S323698	07/16/2001	18,257.50	Director of Physical Plant,
N16706	John Deere Turf Gator	WMPORT	VG0TURF016456	10/15/2001	5,500.40	Director of Physical Plant,
N16707	John Deere Greensmower	WMPORT	M02653B070316	10/15/2001	16,062.45	Director of Physical Plant,
N16797	2002 Chevy Astro Van	WMPORT	1GNNDM19XX2B117031	02/14/2002	20,550.00	Director of Physical Plant,
G31672	Delco/Bosch ABS/TCS System Trainer	DW212	1056	04/02/2002	9,059.36	Dean of Distance Learning & Professional Studies,
G31673	Nikon Microscope w/Stand & Hi-Res Camera	DW114	610457	04/10/2002	13,313.98	Dean of Distance Learning & Professional Studies,
G31676	SATEC Impact Testing Machine	DW119	SIP5384	04/16/2002	10,855.00	Dean of Distance Learning & Professional Studies,
N16893	12 Port Layer 3 GBIC Switch	MC103	CHK0612W0M4	05/30/2002	7,291.52	Director of CIS,
N16877	12 Port Layer 3 GBIC Switch	AC109	CHK0616VOAL	05/30/2002	8,490.06	Director of CIS,
N16880	12 Port Layer 3 GBIC Switch	CA162	CHK0616VOA7	05/30/2002	8,575.92	Director of CIS,
N16867	12 Port Layer 3 GBIC Switch	DW104	CHK0616V09W	05/30/2002	8,575.92	Director of CIS,
N16860	12 Port Layer 3 GBIC Switch	JS104	CHK0616V0A4	05/30/2002	8,575.92	Director of CIS,
N16889	12 Port Layer 3 GBIC Switch	MC118C	CHK0616VOB9	05/30/2002	8,575.92	Director of CIS,

N16870	12 Port Layer 3 GBIC Switch	BM171	CHK0616V0A8	05/30/2002	8,758.08	Director of CIS,
N16883	12 Port Layer 3 GBIC Switch	MH116	CHK0616V0AB	05/30/2002	8,758.08	Director of CIS,
N16897	VPN 3015 Concentrator	BM102	NA	05/30/2002	9,160.17	Director of CIS,
N16863	12 Port 10/100 Switch	HH210	CHK0612WOM6	05/30/2002	9,870.76	Director of CIS,
N16898	525 Pix Firewall	BM102	NA	05/30/2002	9,889.97	Director of CIS,
N16873	12 Port Layer 3 GBIC Switch	MC118C	CHK0619WOSA	05/30/2002	10,947.48	Director of CIS,
N16921	10Mbps full duplex wireless bridge	MC118C	192129	07/01/2002	5,247.80	Director of CIS,
N16922	10Mbps full duplex wireless bridge	MC118C	192123	07/01/2002	5,247.80	Director of CIS,
N16928	10Mbps full duplex wireless bridge	MC118C	190837	07/01/2002	5,247.80	Director of CIS,
N17036	Statesman 11 modified Lectern	BM169	NA	09/30/2002	5,640.00	Director of CIS,
N17049	Statesman 11 modified Lectern	HH103	NA	09/30/2002	5,640.00	Director of CIS,
N17052	Statesman 11 modified Lectern	HH203	NA	09/30/2002	5,640.00	Director of CIS,
N17065	Statesman 11 modified Lectern	MC105A	NA	09/30/2002	5,640.00	Director of CIS,
N17059	Statesman 11 modified Lectern	MH130	NA	09/30/2002	5,640.00	Director of CIS,
G31769	Dynasty300DX TIG runner	DW101	LC354090	03/04/2003	5,149.08	Dean of Distance Learning & Professional Studies,
G31816	Pro-cut Brake lathe w/4 adapters	DW226	PFM21864	09/04/2003	7,934.21	Dean of Distance Learning & Professional Studies,
G31817	SimMan Univsal Patient simulator	MC137	NA	09/09/2003	29,952.00	Director of Nursing,
G31818	HP Multi-Designjet Scanner	WM111	DKB2H1100V	09/19/2003	13,750.00	Director of Physical Plant,
G31828	ATECH OBD II Suitcase trainer	DW130	NA	11/18/2003	5,305.84	Dean of Distance Learning & Professional Studies,
N17701	2004 Chevrolet Suburban	WMPORT	3GNEC16Z64G180330	12/19/2003	28,816.71	Director of Physical Plant,
G31839	Mustang Dynamometer MD-100	DW218	18452	01/16/2004	24,154.00	Dean of Distance Learning & Professional Studies,
N17722	2005 44 Passenger Bus	WMPORT	1T7YU2C2451148107	02/20/2004	126,593.80	Director of Physical Plant,
N17743	1983 Champion Road Grader	CG100	710A-75-191590	05/26/2004	16,500.00	Director of Physical Plant,
N17765	Image Card Magna PS	WARHOU	E63942	05/28/2004	5,744.00	Director of Physical Plant,
N17762	MediaCast Encoders	MC118C		06/14/2004	12,650.06	Director of CIS,
N17769	12X16 Metal Building	TOWER	No Serial #	06/30/2004	5,290.33	Director of Physical Plant,
N17797A	2004 Chevrolet Impala-Replace N17797	WMPORT		08/15/2004	16,404.00	Dean of Public Safety & Industry,
N17900	Mats	CA203	none	10/24/2004	5,068.50	Dean of Public Safety & Industry,
N17899	Mats	CA203	None	10/25/2004	5,068.50	Dean of Public Safety & Industry,
N17891	2005 Chrysler 300 Sedan	WMPORT	2C3JA53G55H591960	12/10/2004	23,663.00	Director of Physical Plant,
N18073	Tower Project	TOWER	No Serial #	12/15/2004	52,030.26	Director of Physical Plant,
N18001	Digipath PC	AC113A	PUW786032	12/16/2004	11,515.00	Vice President of Finance,
N18002	DigiServe PC	AC111	PUY795029	12/16/2004	14,915.00	Vice President of Finance,
N17964	Combo Walkin Cooler/Freezer	BA166	NA	12/20/2004	13,828.04	Vice President of Student Services,
N17963	2005 Chevrolet Suburban	WMPORT	1GNEC16Z95R192876	01/14/2005	29,600.00	Director of Physical Plant,
G31917	Pinnacle M-Serial Engra	AC105D	D52218	03/10/2005	10,820.12	Dean of Arts, Humanities & Career Technology,
N17992	Hitachi CP-X995W Projector	WH101	G4L102046	03/16/2005	5,999.00	Director of CIS,
N17999	Sonic 1200S Portable Flaw	DW104	1200BOOOK092243	03/23/2005	7,051.37	Dean of Distance Learning & Professional Studies,
G31916	Digital Metallurgy Microscope	DW114	611728	03/25/2005	10,787.48	Dean of Distance Learning & Professional Studies,
G31927	Hunter rd force measurement	DW222	EP8037	05/04/2005	13,219.00	Dean of Distance Learning & Professional Studies,
N18067	Canon MS 300 film scanner	PL101	CS302296	06/14/2005	9,658.00	Director of Library Services,
N18426	DVR For Security System	BA131		07/06/2005	157,949.18	Dean of Administrative Services,
N18432	Avaya S8500, Call Xpress	MC103	06JG05500204	07/30/2005	213,119.25	Director of CIS,
N18217	24 Port 10/100 Switch	CL209	M05246930570096D05	08/14/2005	6,229.00	Director of CIS,
N18132	WS-C3750-48PS-S CATALYST 10/100POE_4 STAND IMAGE	BA135	CAT0926Z1BG	08/19/2005	5,124.00	Director of CIS,
N18134	WS-C3750-48PS-S CATALYST 10/100POE+SFP STANDARD	BA135	CAT0926N2RG	08/19/2005	5,124.00	Director of CIS,
N18131	WS-C3750-48PS-S CATALYST 10/100POE_4 STAND IMAGE	BA215	CAT0929N2RP	08/19/2005	5,124.00	Director of CIS,
N18434	Interior Casework & Store Fixtures	BA104		08/30/2005	99,387.63	Vice President of Finance,
N18180	Office Furniture/CE Dean	WF139	MB0HB2005	09/29/2005	5,017.25	Vice President for Training and Outreach,
N18251	Linear Wall for Displays	HC118	No Serial #	11/11/2005	49,619.00	Director of Museum,
N18201	Aerial Man Lift	WMPORT	Z-45-005993	12/16/2005	24,000.00	Director of Physical Plant,
G31939	Digital Ultrasonic Flaw Detector	DW104	925a	01/04/2006	7,470.00	Dean of Distance Learning & Professional Studies,
G31941	Nikon Microscope	DW114	051031388	04/06/2006	11,246.11	Dean of Distance Learning & Professional Studies,
G31938	Btake Lathe Shop Accuturn 8995	DW110	32482	04/25/2006	12,712.24	Dean of Distance Learning & Professional Studies,

N18472	IP Media Proc Circuit Pack TN2302 (Not taggable-added card)	MC103		05/05/2006	42,354.49	Director of CIS,
N18439	Baum AirFeed Folder	AC110	014TF0189	06/24/2006	5,995.00	Vice President of Finance,
N18682	DVR For Security System	JW101		07/03/2006	70,359.79	Dean of Administrative Services,
N18854	CAT 3750 48PT	WF158	CAT11821Z1AV	07/15/2006	5,266.90	Director of CIS,
N18494	2007 Freightliner FLD120SC	ETC1	1FUJALCK57DX70027	08/04/2006	86,500.00	Vice President for Training and Outreach,
N18492	Light Therapy Unit	CA128	791852	08/09/2006	8,130.00	Director of Athletics,
N18799	Theater Audio/video System	HC116	Can't get to SN	09/01/2006	35,911.67	Director of Museum,
N18622	Toro Mower	WMPORT	086853	09/01/2006	43,777.49	Director of Physical Plant,
N18767	Custom Techline Podium	CA144		09/20/2006	7,993.60	Director of CIS,
N18766	Custom Techline Podium	CA145		09/20/2006	7,993.60	Director of CIS,
N18765	Custom Techline Podium	CA148		09/20/2006	7,993.60	Director of CIS,
N18803	Spacesaver Filing System	JS118	NA	10/20/2006	8,978.74	Dean of Administrative Services,
G31965	Custom Techline Podium	BM101		10/24/2006	5,797.00	Director of CIS,
G50016	IDS Advanced Package (3 Pieces) Panasonic Computer	DW239	CF-18NHHZXBM	10/31/2006	9,799.00	Dean of Distance Learning & Professional Studies,
G50004	Glock 9mm System Controlled Handgun	BM107C		11/01/2006	5,420.00	Dean of Public Safety & Industry,
N18881	Transformers (3 Units)	DW111		11/30/2006	16,439.85	Director of Physical Plant,
N18801	2007 Ford Crown Victoria	WMPORT	2FAFP73V67X132414	01/10/2007	19,648.00	Director of Physical Plant,
N18802	2007 Ford Crown Victoria	WMPORT	2FAFP73V87X13415	01/10/2007	19,648.00	Director of Physical Plant,
N18856	DV Deck (3 tags total)	CA146A	1110694 (Camera)	02/22/2007	26,851.01	Director of Institutional Effectiveness,
N18855	Wheel Alignment System	DW222	AR8846	03/14/2007	22,124.00	Dean of Distance Learning & Professional Studies,
N18860	320 Multispread Top Dresser	WMPORT	152	04/02/2007	5,264.00	Director of Physical Plant,
N18882	2002 Freightliner 34,500;1995 flatbed trailer 9,500.00	ETC1	1FUJBBGCX2LF25180	07/22/2007	44,000.00	Vice President for Training and Outreach,
N18939	Cisco Firewall Security System	MC103	SMG1124N1VC	08/04/2007	184,288.35	Director of CIS,
N18900	Vision 1624 Trophy Pro	AC110		08/07/2007	12,259.00	Vice President of Finance,
N18887	2007 Chevrolet Impala	WMPORT	2GIWB58K579273919	08/10/2007	17,300.00	Director of Physical Plant,
N18888	2007 Chevrolet Impala	WMPORT	2G1WB58K479240782	08/10/2007	17,300.00	Director of Physical Plant,
N18889	2007 Chevrolet Suburban	WMPORT	1GNFC16077R409043	08/10/2007	23,200.00	Director of Physical Plant,
N18943	Motorola Canopy Tower (tagged in building)	TOWER	0A-00-3E-FA-A7-D7	08/24/2007	7,446.25	Dean of Distance Learning & Professional Studies,
N18894	Polycom-VSX 7000 Series	PL210A	001C5702DF00	08/27/2007	10,004.94	Dean of Distance Learning & Professional Studies,
N18895	Polycom - VSX 7000 Series - (Prison Location)	PRISON	82073408F414AK/ MB701930105 (Panasonic)	08/30/2007	10,371.23	Dean of Distance Learning & Professional Studies,
N18901	pn:SYH6K6RMT Symmetra 6KA RM 208/240V Scalable	MC103	JDP644002928	09/14/2007	6,449.00	Director of CIS,
G50015	Polycom-VSX 7000 Series	BM162	8207360950E7AK	09/24/2007	6,755.72	Dean of Public Safety & Industry,
N18972	HP StorageWorks 3U SCSI Rackmnt Kit (Central site-Albuquerque)	MC103	USE7260042	10/01/2007	8,158.00	Director of CIS,
N18973	HP ML370 G5 Rack HPM Server (Central site-Albuquerque)	MC107	USE739N6GX	10/01/2007	10,923.00	Director of CIS,
N18995	Precor Elliptical Crosstrainer	CA186	AA72I10070057	10/15/2007	5,601.25	Director of Athletics,
N18996	Precor Elliptical Crosstrainer	CA186	AA72I27070068	10/15/2007	5,601.25	Director of Athletics,
N18966	Precor C546i Self-Powered Elliptical Fitness	DN123	AXGEJ25070027	11/13/2007	5,032.68	Dean of Administrative Services,
N18967	Precor C546i Self-Powered Elliptical Fitness	DN123	AXGEJ25070018	11/13/2007	5,032.68	Dean of Administrative Services,
G50022	Cool-tech Roninair 342000 Refrigerant Recovery Rec	DW221	001439	11/26/2007	5,272.76	Dean of Distance Learning & Professional Studies,
N19000	Custom Techline Podium	WF102		11/29/2007	5,992.79	Director of CIS,
N19004	Custom Techline Podium	WF119		11/29/2007	5,992.79	Director of CIS,
N19008	Custom Techline Podium	WF122A		11/29/2007	5,992.79	Director of CIS,
N19012	Custom Techline Podium	WF122B		11/29/2007	5,992.79	Director of CIS,
N19016	Custom Techline Podium	WF125A		11/29/2007	5,992.79	Director of CIS,
N19020	Custom Techline Podium	WF125B		11/29/2007	5,992.79	Director of CIS,
N18980	Custom Techline Podium	BA202		12/02/2007	6,724.57	Director of CIS,
N18981	Custom Techline Podium	BA220		12/02/2007	6,724.57	Director of CIS,
N19041	Pole Vault Pit (No Tag)	SB107	No Serial #	12/07/2007	15,489.00	Director of Athletics,
N19053	Down Draft Table	DW117		01/10/2008	10,590.00	Dean of Distance Learning & Professional Studies,
N19039	HP ProLiant ML370 G5 rack server - Virtual Servers	MC103	USE802N33B	01/10/2008	14,027.00	Director of CIS,
N19040	HP ProLiant ML370 G5 rack server - Virtual Servers	MC103	USE802N33B	01/10/2008	14,027.00	Director of CIS,
N18990	M500 FTIR Spectrometer Quick Scan	HH129		01/14/2008	9,177.00	Dean of Business, Math & Science,
N19026	Clarity Image & Optical Mark Reader	MC119	SN01379	01/28/2008	6,434.00	Director of CIS,
N19055	Polycom-VSX 7000 Series-Video Unit: VSX 7000s NTSC	PL235	AJD53CSP600480H	01/29/2008	11,713.37	Dean of Distance Learning & Professional Studies,

N19038	Freightliner FLD	RG100	1FUWDXYA9TP724021	02/04/2008	5,500.00	Director of Athletics,
G50024	Polycorn-VSX7000 Series-Video Unit:(Lea Cty Det Ctr)	PL225		02/07/2008	11,713.37	Dean of Distance Learning & Professional Studies,
N19052	Xerox Copier	MC117	WRT613682	03/06/2008	8,809.00	Vice President of Finance,
N19043	2008 Ford Fusion	WMPORT	3FAHP07Z88R179943	03/11/2008	16,625.05	Director of Physical Plant,
N19051	Kawasaki Mule	RG100	JKLAFDE1988502026	04/04/2008	9,198.00	Director of Athletics,
N19069	CAT 3750 48PT	CL209	FD01213X1RW	04/30/2008	6,442.00	Director of CIS,
N19070	CAT 3750 48PT	CL209	FD01213X1RE	04/30/2008	6,442.00	Director of CIS,
N19071	CAT 3750 48PT	CL209	FD01213X1RA	04/30/2008	6,593.00	Director of CIS,
G50025	CNC Plasma Cutting Machine	DW116		05/09/2008	9,847.37	Dean of Distance Learning & Professional Studies,
N19068	Precor Elliptical Crosstrainer	CA186	AA72I12070091	05/15/2008	5,720.00	Director of Athletics,
N19061	G650 Media Gateway RHS	MC103	JS0422033052	05/27/2008	17,360.38	Director of CIS,
G50026	Peripheral Kit w/Linkbox (\$5,000.00), SimMan	MC142		06/27/2008	10,024.90	Director of Nursing,
N19093	HP-DC Modular Smart Array	MC103	3CL827B065	07/20/2008	16,618.07	Director of CIS,
N19080	Mitsubishi XD490U, XGA 3000 ANSI Lumens installed	TM100	6025280	08/25/2008	5,234.76	Director of CIS,
N19091	211-00050 SimMan Patient Simulator	MC142		08/25/2008	30,075.99	Director of Nursing,
N19085	Custom Techline Podium	BA214		08/28/2008	6,505.25	Director of CIS,
N19077	H-RST-2 Refrigerant System Trainer (R-123)	HHS		09/05/2008	14,156.00	Dean of Distance Learning & Professional Studies,
N19081	Mitsubishi XD490U, XGA 3000 ANSI Lumens installed	TM200	6024120	09/12/2008	5,234.76	Director of CIS,
N19082	Mitsubishi XD490U, XGA 3000 ANSI Lumens installed	WF125A	6011951	09/12/2008	5,234.76	Director of CIS,
N19083	Wrkrce Trng Ctr Reception Area w/installation	WF142	32	09/21/2008	5,245.65	Vice President for Training and Outreach,
N19086	Robot with skins and computer parts	PL208A		09/30/2008	8,575.00	Dean of Business, Math & Science,
N19100	Emergency Notification System	MC103		10/03/2008	117,178.08	Dean of Administrative Services,
N19090	SXRD 4 K Projector 5K Lumen (\$42,500.00)	HC116	103003	10/13/2008	75,015.70	Director of CIS,
N19101	Chimera Automation Server (7 tags)	MC103		10/30/2008	44,350.00	Director of CIS,
N19048	Mitsubishi XD490U Projector	AC105	W008538	12/12/2008	5,234.76	Director of CIS,
N19079	Supercardioid Microphones	PL120	213349-001	12/14/2008	9,213.56	President,
N19087	2009 Chrysler 300 LX	WMPORT	2C3KA43D59H565465	01/23/2009	22,000.00	Director of Physical Plant,
N19088	2009 Chrysler 300 LX	WMPORT	2C3KA43D09N517372	01/23/2009	22,000.00	Director of Physical Plant,
N19076	John Deere 5525 Tractor	RG100	RWSG100015972	01/30/2009	35,934.24	Director of Athletics,
N19084	Hobart Dishwasher	BA161	85-1068008	04/13/2009	13,900.88	Vice President of Student Services,
N19094	HP ProLiant DL380 G5 Rack Server Quote: 3697900	WARHOU	USE922N524	06/05/2009	5,471.00	Director of Physical Plant,
N19096	Cybox Pro 3 Model 550T Treadmills	DN101	DO609550T-9014NN031	06/17/2009	5,370.00	Dean of Administrative Services,
N19097	Cybox Model 750AT Arc Trainers	DN123	D0514750AT90004N38	06/17/2009	5,495.00	Dean of Administrative Services,
N19098	Cybox Model 750AT Arc Trainers	DN123	DO514750AT90004N39	06/17/2009	5,495.00	Dean of Administrative Services,
N19123	Robo Bull/Bronc Body	RG100	No Serial #	06/30/2009	14,458.00	Director of Athletics,
N19114	800-ton York Water Chiller	CP109	SGVM-330180	07/23/2009	178,000.00	Director of Physical Plant,
N19113	1977 Ideco Well Servicing Rig	ETC2	AL1419	09/03/2009	713,967.94	Vice President for Training and Outreach,
N19124	Custom Techline Podium	WH121		09/14/2009	7,029.00	Director of CIS,
N19132	HP ProLiant DL 380 G6 Server	MC107	USE940N9C0	10/13/2009	5,232.01	Director of CIS,
N19133	HP ProLiant DL 380 G6 Server	WARHOU	USE940N9BX	10/13/2009	5,232.01	Director of Physical Plant,
N19134	HP ProLiant DL 380 G6 Server	MC107	USE940N9BZ	10/13/2009	6,068.00	Director of CIS,
N19126	HP ProLiant DL390 G6 Server	MC103	USE942N4DK	10/20/2009	5,818.05	Director of CIS,
N19127	HP ProLiant DL390 G6 Server	MC103	USE942N4DH	10/20/2009	5,818.05	Director of CIS,
N19128	HP ProLiant DL390 G6 Server	MC103	USE942N4DJ	10/20/2009	5,818.05	Director of CIS,
N19122	RSS2000 Recording/Streaming Device	PL210A	0090FB20F830	10/22/2009	32,005.38	Dean of Distance Learning & Professional Studies,
N19118	Hobbs Site - ITV Distance Education Equipment	HHS	hhs502	10/22/2009	57,284.56	Dean of Distance Learning & Professional Studies,
N19116	Lovington Room 2- ITV Distance Education Equip #2	LHSA	R0004F2BF2F01	10/22/2009	57,459.53	Dean of Distance Learning & Professional Studies,
N19103	Lovington Room 1 -ITV Distance Education Equip #1	LHSB		10/22/2009	57,459.56	Dean of Distance Learning & Professional Studies,
N19121	ENMU-Potales Site-ITV Distance Education Equipment	PL213		10/22/2009	57,459.56	Dean of Distance Learning & Professional Studies,
N19120	Jal Site - ITV Distance Education Equipment	JHS		10/22/2009	59,563.51	Dean of Distance Learning & Professional Studies,
N19115	Tatum Site - ITV Distance Education Equipment	THS		10/22/2009	59,863.51	Dean of Distance Learning & Professional Studies,
N19119	Eunice Site - ITV Distance Education Equipment	EHS		10/22/2009	61,673.84	Dean of Distance Learning & Professional Studies,
N19117	ITV Distance Ed Equip/Elmo PL240/CA146	PL240		10/22/2009	61,879.29	Dean of Distance Learning & Professional Studies,
N19138	Hybrid Wind and Solar Maintenance System - 46120	AP108		11/20/2009	8,517.00	Vice President for Training and Outreach,

N19139	Hybrid Wind and Solar Maintenance System - 46120	AP108		11/20/2009	8,517.00	Vice President for Training and Outreach,
N19130	Configurable-HP ProLiant DL 380 G6 Server	PL240A	USE947NBGO	12/01/2009	5,161.00	Dean of Distance Learning & Professional Studies,
N19131	Potomac and Desktop Bundle	PL110	ZOPEXC5Va4	12/02/2009	8,377.00	Director of Library Services,
N19129	PowerDyne PC Software, latest version, PC, Windows	DW218		01/04/2010	6,904.95	Dean of Distance Learning & Professional Studies,
N19135	HP PROLIANT DL380 G6 SERVER	MC107	USE007N177	03/08/2010	5,423.00	Director of CIS,
N19136	CAT 2960 48PT	WF121	FOC1345V1CW	03/08/2010	9,342.03	Director of CIS,
N19140	Workstation - 8134	AP107		03/26/2010	20,861.00	Vice President for Training and Outreach,
N19137	30 X 102" Gooseneck Trailer	WMPORT	4P5FD302391131082	05/11/2010	8,400.00	Director of Physical Plant,
N19151	Troubleshooting Hyd. Circuits add on-item#6080-F0	AP107		06/30/2010	5,291.00	Vice President for Training and Outreach,
N19152	LV PNEU Fund.w/assem bench & panels-item#6081-C0	AP107		06/30/2010	5,751.00	Vice President for Training and Outreach,
N19150	Hyd.2, electric control add on - item #6080-20	AP107		06/30/2010	6,743.00	Vice President for Training and Outreach,
N19149	LV HYD Fund. w/assem bench & panels - item#6080-C0	AP107		06/30/2010	14,804.00	Vice President for Training and Outreach,
N19145	Spacesaver Ref. Area Static 2 Mobile & Shelving	PL101	Engraved N19145	06/30/2010	33,792.69	Director of Library Services,
N19142	Spacesaver Current Periodicals Mobile & Shelving	PL101	ENGRAVED TAG NUMBER ON UNIT	06/30/2010	40,319.79	Director of Library Services,
N19141	Spacesaver Archive Storage Mobile & Shelving	PL103		06/30/2010	41,247.22	Director of Library Services,
N19144	Spacesaver Reference Area Static Mobile & Shelving	PL101	ENGRAVED TAG NUMBER ON UNIT	06/30/2010	42,504.94	Director of Library Services,
N19147	Spacesaver System B, General Collection	PL101	ENGRAVED TAG NUMBER ON UNIT	06/30/2010	71,594.96	Director of Library Services,
N19143	Spacesaver Microfilm & Folded Maps Mobile & Shelves	PL101	ENGRAVED TAG NUMBER ON UNIT	06/30/2010	73,301.60	Director of Library Services,
N19148	Spacesaver System C, Government Docs, Legal Ref,	PL101	ENGRAVED TAG NUMBER ON UNIT	06/30/2010	80,005.34	Director of Library Services,
N19146	Spacesaver System A, Gen. Collection & Legal Ref.	PL101	Engraved N19146	06/30/2010	155,575.28	Director of Library Services,
N19164	18' Dual Tandem Gooseneck	RG100	16VDX1824A2649500	07/29/2010	12,225.00	Director of Athletics,
N19172	2010 Chrysler 300 S	WMPORT	2C3CAZCVGAH262247 G81183	07/29/2010	26,967.00	Director of Physical Plant,
N19176	XVT Law Enforcement System/Projection	BM107C	05868/BDIE/	08/03/2010	43,383.00	Dean of Public Safety & Industry,
N19216	Spacesaver Microfilm & Folded Maps Mobile & Shelves	PL101	Engraved N19143	08/10/2010	8,144.63	Director of Library Services,
N19220	Spacesaver system B, General Collection	PL101	Engraved N19146	08/13/2010	7,955.00	Director of Library Services,
N19221	Spacesaver System C, Government Docs, Legal Ref,	PL101	Engraved N19148	08/13/2010	8,889.44	Director of Library Services,
N19219	Spacesaver System A, Gen. Collection & Legal Ref.	PL103	Engraved N19219	08/13/2010	17,286.15	Director of Library Services,
N19166	2011 Dodge Ram 2500	WMPORT	3D7TP2CLOBG509925 G81414	08/18/2010	33,513.00	Director of Physical Plant,
N19170	Dell Workstation with Datacard ID	BA156A	3F3BMM1	08/24/2010	6,532.57	Vice President of Student Services,
N19171	Datacard SP75 Plus Printer	BA156A	N96779	08/24/2010	13,211.16	Vice President of Student Services,
N19168	Dell PowerEdge R710	MC107	BRD8HN1	08/24/2010	20,581.70	Director of CIS,
N19169	Dell PowerEdge R710	MC107	9QRD3M1	08/24/2010	30,741.60	Director of CIS,
N19178	40 PAD CPSPULSE SYSTEM	BM171	Keypad #1 SN - 20464c46	09/03/2010	6,961.88	Dean of Public Safety & Industry,
N19177	40 PAD CPSPULSE SYSTEM	PL237A	Keypad #1 SN - 203f763d	09/03/2010	6,961.88	Vice President of Instruction,
N19179	40 PAD CPSPULSE SYSTEM	PL237A	Keypad #1 SN - 20465361	09/03/2010	6,961.88	Vice President of Instruction,
N19180	40 PAD CPSPULSE SYSTEM	PL237A	Keypad #1 SN - 20464b18	09/03/2010	6,961.88	Vice President of Instruction,
N19181	40 PAD CPSPULSE SYSTEM	PL237A	Keypad #1 SN - 204c37f4	09/03/2010	6,961.88	Vice President of Instruction,
N19182	40 PAD CPSPULSE SYSTEM	PL237A	Keypad #1 SN - 203f49d6	09/03/2010	6,961.88	Vice President of Instruction,
N19158	Server Storage Cabinet	PL123	L258-24P	09/08/2010	8,101.03	President,
N19162	Xerox Copier	DW206	XEG446190	09/10/2010	9,949.00	Vice President of Finance,
N19163	Xerox Copier	PL105	LBD001659	09/10/2010	13,585.00	Vice President of Finance,
N19153	Spacesaver with Delta Drawers	HC120	NA	09/12/2010	6,530.60	Director of Museum,
N19175	Piano Restoration	WH105	416087	09/15/2010	14,945.00	Dean of Arts, Humanities & Career Technology,
N19174	Goosneck Stock Trailer	RG100	5HMXG2420B1005267	09/22/2010	14,907.00	Director of Athletics,
N19167	2011 Chevy Passenger Van	WMPORT	1GAZGZFG1B1100691 G81723	09/30/2010	34,051.00	Director of Physical Plant,
N19183	MD-5-Gas Bench	DW218	03-0016668	10/13/2010	9,474.00	Dean of Distance Learning & Professional Studies,
N19184	Mitsubishi XD 280U projector	CA144	3001294	11/05/2010	5,115.89	Director of CIS,
N19186	Mitsubishi XD 280U projector	CA148	3004425	11/05/2010	5,115.89	Director of CIS,
N19185	Mitsubishi XD 280U projector	WARHOU	3004408	11/05/2010	5,115.89	Director of Physical Plant,
N19189	Libry-Dist Learning Video Conf/Smart Rm Equip for	PL218	4684800 - Podium + 9 pieces of equipment	11/05/2010	34,870.11	Dean of Distance Learning & Professional Studies,
N19191	Libry-Dist Learning Video Conf/Smart Rm Equip for	PL237	5189440 - Podium + 9 pieces of equipment	11/05/2010	34,870.11	Dean of Distance Learning & Professional Studies,
N19190	Libry-Dist Learning Video Conf/Smart Rm Equip for	PL241	5189227 - Podium + 9 pieces of equipment	11/05/2010	34,870.11	Dean of Distance Learning & Professional Studies,
N19192	Libry-Dist Learning Video Conf/Smart Rm Equip for	PL203	5189445 - Podium + 9 pieces of equipment	11/05/2010	36,321.88	Dean of Distance Learning & Professional Studies,
N19194	Libry-Dist Learning Video Conf/Smart Rm Equip for	PL216	5189394 - Podium + 9 pieces of equipment	11/05/2010	36,321.88	Dean of Distance Learning & Professional Studies,

N19187	Libry-Dist Learning Video Conf/Smart Rm Equip for	PL238	5189320 - Podium + 8 pieces of equipment	11/05/2010	37,196.08	Dean of Distance Learning & Professional Studies,
N19193	Libry-Dist Learning Video Conf/Smart Rm Equip for	PL204	5189354 - Podium + 9 pieces of equipment	11/05/2010	44,493.12	Dean of Distance Learning & Professional Studies,
N19188	Libry-Dist Learning Video Conf/Smart Rm Equip for	PL217	4592014 - Podium + 9 pieces of equipment	11/05/2010	84,501.52	Dean of Distance Learning & Professional Studies,
N19204	Rodeo Bleachers #1	ENERGY	Inscribed with N19204	11/18/2010	9,925.34	Director of Athletics,
N19205	Rodeo Bleachers #2	ENERGY	Inscribed with N19205	11/18/2010	9,925.34	Director of Athletics,
N19210	2-4QUAD DC PS; NIMH BM; RECTIFY&FILTER MODULE (5PIECES	AP107	3 PHASE FILTER MODULE (5 PIECES)	12/09/2010	12,351.00	Vice President for Training and Outreach,
N19200	HP ProLiant DL 380 G7 Server	MC103	USE051N32B	01/13/2011	5,246.46	Director of CIS,
N19198	HP ProLiant DL 380 G7 Server -	MC103	USE051N310	01/13/2011	7,513.24	Director of CIS,
N19199	HP ProLiant DL 380 G7 Server	MC107	USE051N31V	01/13/2011	7,908.24	Director of CIS,
N19202	Air Compressor	CP103	BU1101130121	02/01/2011	10,631.00	Director of Physical Plant,
N19206	DVR For Security System	JW101		05/12/2011	7,004.01	Dean of Administrative Services,
N19209	DVR For Security System	RH106		05/12/2011	7,004.01	Dean of Administrative Services,
N19208	DVR For Security System	TB106		05/12/2011	7,004.01	Dean of Administrative Services,
N19197	Potomac+ Desktop Appliance	MC103	221954031001	05/19/2011	5,890.00	Director of Institutional Effectiveness,
N19196	Canon DR 4010C Color Scanner	JS118	DW312765	05/19/2011	10,014.45	Dean of Administrative Services,
N19211	2011 Chevrolet Silverado	WMPORT	3GCPKSE37BG338288	06/10/2011	30,551.00	Dean of Administrative Services,
N19222	Training Pyxis Medication Admin. Sys.	MC138	13216292	06/15/2011	14,346.41	Director of Nursing,
N19223	Xerox Copier	JS130	XKK388802	08/04/2011	13,500.00	Vice President of Finance,
N19226	Coates 50XEF3 Tire Changer	DW222	1106101275	08/17/2011	5,500.00	Dean of Distance Learning & Professional Studies,
N19224	Electrolux Washer/Extractor	CA185	00652/0400475	08/22/2011	7,400.00	Director of Athletics,
N19225	700 Interface Module	AC113A	UAP693864	08/22/2011	72,660.00	Vice President of Finance,
N19227	DVR For Security System	BA142	044453310113310138	08/26/2011	22,116.44	Dean of Administrative Services,
N19228	Server For Security System	MC103	ENGRAVED SN ON SERVER	08/26/2011	30,822.51	Dean of Administrative Services,
N19230	Lift-LOLO	DN112	3998	09/13/2011	5,475.50	Dean of Administrative Services,
N19234	BLUEFIRE SA-TASER	BM107C	x00-609329	09/13/2011	6,409.00	Dean of Public Safety & Industry,
N19236	Glock, Model17-BLUEFIRE	BM107C	REW282	09/13/2011	7,069.00	Dean of Public Safety & Industry,
N19229	16' Screen/Optoma Projector	JW101	1DOG1102111280481/(BLUERAY)VP1DA001011	09/13/2011	7,806.00	Vice President of Student Services,
N19232	Valido 72" x 29 1/2 sgl ped rt bbf bow top desk	MC105	3NV2UC/3DV21C/3XE25C/37V2BC	10/03/2011	7,355.88	Director of CIS,
N19231	600 Series Gun with Scoreboard	CA124	13130	10/07/2011	6,498.00	Director of Athletics,
N19235	Voice Mail Server	MC103	VMD213REJ004765-010811	10/13/2011	5,389.46	Director of CIS,
N19237	Cat Skid Loader	RG100	CAT0242BCS01253	11/02/2011	36,777.00	Director of Athletics,
N19238	High Jump Pit (No Tag)	SB107	No Serial #	11/11/2011	6,550.00	Director of Athletics,
N19239	Xerox Copier	BA156	AE9198111	12/14/2011	5,750.00	Vice President of Finance,
N19240	Xerox Copier	MH115	AE9198142	12/21/2011	5,750.00	Vice President of Finance,
N19241	Lightning Station on NMJC Tower	TOWER	TAG IN BLDG BY TOWER 2	01/09/2012	8,327.88	Dean of Administrative Services,
N19242	Xerox Copier	BA130	FQVTQXSV	01/19/2012	8,954.00	Vice President of Finance,
N19243	Xerox Copier	JS101	XEF440218	01/19/2012	8,954.00	Vice President of Finance,
N19244	Scotsman Ice Machine	CA128	09081320013738	01/26/2012	6,589.75	Director of Athletics,
N19245	Taylor Soft Serve Freezer	BA164	M1117098	02/07/2012	15,852.05	Vice President of Student Services,
N19233	900 sq ft Resilite mat with custom logo	CA203	42042	03/22/2012	6,765.00	Dean of Public Safety & Industry,
N19249	HP ProLiant DL380p Gen 8 Sever	MC107	USE2172KT2	05/08/2012	6,952.23	Director of CIS,
N19247	HP ProLiant DL380p Gen 8 Server	MC107	USE2172LHX	05/08/2012	6,988.73	Director of CIS,
N19248	HP ProLiant DL380P Gen 8 Server	MC107	USE2172LJ8	05/08/2012	6,988.73	Director of CIS,
N19251	Roadster 22K-J Projector	EVECTR	290385009	05/08/2012	91,766.23	Director of CIS,
N19255	Fortinet Fortigate 300C	MC103	FG300C3911602502	05/18/2012	8,920.00	Director of CIS,
N19256	Fortinet Fortimail 400C	MC107	FE400C3M12000104	05/18/2012	12,005.10	Director of CIS,
N19250	HP ProLiant DL380p Gen 8 Server	MC107	USE2204BBL	06/06/2012	8,556.77	Director of CIS,
N19252	Cat Front End Loader	WARINV	CAT0242BCSRS01715	06/15/2012	38,248.00	Director of Physical Plant,
N19253	Glock, Model 17 Bluefire Weapon	BM107C		06/21/2012	7,917.00	Dean of Public Safety & Industry,
N19254	Glock, Model 17 Bluefire Weapon Simulation	BM107C	1025501	06/27/2012	7,917.00	Dean of Public Safety & Industry,
N19257	DVR For Security System	BA106	ENGRAVED TAG ON SERVER	06/29/2012	8,552.44	Dean of Administrative Services,
N19258	SP1080 Hybrid system w/trailer per quote	ETC1	1J9SU1214C1287662	07/26/2012	20,875.00	Vice President for Training and Outreach,
N19260	2011 Chevrolet Express Van	WMPORT	1GAZG1FG2B1136715	07/26/2012	21,485.59	Director of Physical Plant,
N19259	SP1080 Hybrid system without trailer	ETC1	0878HG0697	07/30/2012	19,125.00	Vice President for Training and Outreach,

N19261	2012 Dodge	WMPORT	2C3CDXHG1CH276722	07/30/2012	28,246.99	Dean of Public Safety & Industry,
N19268	SimJunior Manikin with items included on	MC122A	232M23120010	08/10/2012	38,236.67	Director of Nursing,
N19263	Sony 1080i HDV Camcorder	CA146A	116526	08/16/2012	5,094.00	Director of Institutional Effectiveness,
N19262	Sony Compact Camcorder	CA146A	311273	08/16/2012	6,990.00	Director of Institutional Effectiveness,
N19267	Clark Floor Machine	CA188	8000070765	08/20/2012	5,999.00	Director of Physical Plant,
N19283	DVR For Security System	JW101	ENGRAVED N19283 ON IT HAD NO SN	08/20/2012	36,608.20	Dean of Administrative Services,
N19284	DVR For Security System	ENERGY	ENGRAVED N19284 NUMBER ON SERVER	08/20/2012	48,792.03	Dean of Administrative Services,
N19266	2012 Chevrolet Impala	WMPORT	2G1WF5E36C1146509	08/23/2012	18,699.99	Director of Physical Plant,
N19264	2012 Dodge Caravan	WMPORT	2C4JDGAG3CR343005	08/23/2012	23,139.54	Director of Museum,
N19265	2012 Dodge Charger Stock #3452	WMPORT	2C3DXHGXCH276721	08/23/2012	28,246.99	Dean of Public Safety & Industry,
N19274	Xerox Copier	HC107	AE9208800	08/24/2012	6,928.00	Vice President of Finance,
N19271	Xerox Copier	MC117	AE9208933	08/24/2012	7,277.00	Vice President of Finance,
N19272	Xerox Copier	MH124	AE9208393	08/24/2012	7,277.00	Vice President of Finance,
N19269	Xerox Copier	WM105A	AE9208881	08/24/2012	7,627.00	Vice President of Finance,
N19270	Xerox Copier	HH224	XKK412959	08/24/2012	9,275.00	Vice President of Finance,
N19273	Xerox Copier	BA118	XKK412931	08/24/2012	10,170.00	Vice President of Finance,
N19275	Hon Announce 72" Desk	JS122	3A055W	08/28/2012	5,843.00	President,
N19276	2012 Chevrolet Express Van	WMPORT	1GAZG1FG4C1136460	11/08/2012	10,969.99	Director of Physical Plant,
N19277	8000 Series Gun with Scoreboard	CA124	14740	11/09/2012	6,161.00	Director of Athletics,
N19279	Scotchman 50 tn or equivalent Model #50514CM,	DW116	2730K1012	11/14/2012	10,350.00	Dean of Distance Learning & Professional Studies,
N19278	Datacard ID Machine	CL103	J3V0VW1/SP75PLUS	11/14/2012	11,745.50	Vice President of Student Services,
N19280	The Arm Machine	BB100	96238	11/27/2012	6,500.00	Director of Athletics,
N19281	SmartGrid Technology Panel - item # GT-7000 with	TM300	NO SERIAL NUMBER	11/28/2012	9,289.50	Vice President for Training and Outreach,
N19282	Fuel Cells Technology Panel - item # GT-3000	TM300	07183-1213-0375/2047389C/2047388C	11/28/2012	10,709.50	Vice President for Training and Outreach,
N19285	Continental Washer/Extractor	BB111	1461785K12	01/31/2013	5,969.50	Director of Athletics,
N19286	APC Smart UPS 8000 VA 208v	MC103	QS1248350831	02/13/2013	5,025.00	Director of CIS,
N19287	HP ProLiant DL 380p Gen 8 Server	MC103	USE302SHKR	02/13/2013	8,676.79	Director of CIS,
N19288	HP ProLiant DL 380p Gen 8 Server	MC103	USE302SHKJ	02/13/2013	8,676.79	Director of CIS,
N19289	HP ProLiant DL 380p Gen 8 Server	MC103	USE302SHK9	02/13/2013	8,676.79	Director of CIS,
N19297	P4500 G2 14.4TB SAS Virtual SAN	MC103	MXQ2470V2R & MXQ2470LPR	02/13/2013	45,313.99	Director of CIS,
N19293	Xerox Copier	BA210	AE9882017	03/28/2013	7,927.00	Vice President of Finance,
N19292	Xerox Copier	BM135	AE9882037	03/28/2013	7,927.00	Vice President of Finance,
N19291	Xerox Copier	JS136A	AE9882194	03/28/2013	7,927.00	Vice President of Finance,
N19290	Xerox Copier	PL115	AE9882023	03/28/2013	7,927.00	Vice President of Finance,
N19295	Xerox Copier	WF132	AE9882228	03/28/2013	7,927.00	Vice President of Finance,
N19294	Xerox Copier	WF142	AE9882014	03/28/2013	7,927.00	Vice President of Finance,
N19298	DVR For Security System	DN133	ENGRAVED N19298 ON IT HAD NO SN	04/04/2013	5,812.94	Dean of Administrative Services,
N19300	24 ft Equipment Tilt Trailer	WMPORT	1192326	05/23/2013	5,950.00	Director of Physical Plant,
N19301	Super Z HD Kawasaki Mower	WMPORT	12051372	06/24/2013	12,906.66	Director of Physical Plant,
N19302	Xerox Copier	CA149	AE9891805	08/08/2013	7,927.00	Vice President of Finance,
N19304	Vollrath Cold Pan Serving Counters	BA157	D246-00621442-001	09/12/2013	10,482.24	Vice President of Student Services,
N19305	Vollrath Cold Pan Serving Counters	BA157	D246-00621442-002	09/12/2013	10,482.25	Vice President of Student Services,
N19306	Automated Baseball Practice Machine	BB100	0513-078245-1-024	09/17/2013	14,475.00	Director of Athletics,
N19307	Clark C25 LP Forklift	WMPORT	P232L-0069-9862CNF	10/02/2013	25,660.00	Director of Physical Plant,
N19310	Sharp 80" LED TV/MON w/Chief Cart	BA150	309825892	10/03/2013	5,450.76	Director of CIS,
N19309	Sharp 80" LED TV/MON w/Chief Cart	MC118	309825937	10/03/2013	5,450.76	Director of CIS,
N19311	Sharp 80" LED TV/MON w/Chief Cart	MC118	309825936	10/03/2013	5,450.76	Director of CIS,
N19308	Sharp 80" LED TV/MON w/Chief Cart	WF126	309825931	10/03/2013	5,450.76	Director of CIS,
N19313	HP ProLiant DL 380e Gen8 Server	MC107	MXQ3380C6V	10/03/2013	5,619.28	Director of CIS,
N19312	Extron Matrix Switcher	MC105A	AOP78DW E26294	10/03/2013	5,635.00	Director of CIS,
N19316	3D AV Rover with accessories	WF150	2004255	10/03/2013	15,000.00	Vice President for Training and Outreach,
N19315	DVR For Security System	JW101	404556730222110102	10/03/2013	17,167.39	Dean of Administrative Services,
N19314	DVR For Security System	HC108B	404645231028030215	10/03/2013	17,167.40	Dean of Administrative Services,
N19317	DPS100 Nuvera 100 Mainframe	AC113A	TB7-000961	10/03/2013	150,849.12	Vice President of Finance,

N19322	2013 Dodge Truck	WMPORT	3C63RRGLXDG568238	10/15/2013	45,731.99	Dean of Distance Learning & Professional Studies,
N19323	Massey Ferguson Tractor	WMPORT	FY788823	10/17/2013	19,950.00	Director of Physical Plant,
N19319	John Deere XUV 855D Camo	RG100	1M0855DSJDM062013	10/31/2013	11,524.00	Dean of Distance Learning & Professional Studies,
N19320	Refurbished EMSCO 80 Unit	ETC2	DF-80-109-48	11/01/2013	19,131.22	Vice President for Training and Outreach,
N19321	D Co Centaur x Server	MC103	CZYW027901	11/11/2013	5,587.68	Director of Institutional Effectiveness,
N19318	Market Forge Sterilizer	HH126	75037	12/03/2013	13,550.31	Dean of Business, Math & Science,
N19325	Vulcan Convection Steamer	BA162	46-301825	12/05/2013	7,841.68	Vice President of Student Services,
N19326	Shelving for CD and DVD Collection	PL101	None	12/13/2013	5,009.80	Director of Library Services,
N19328	2014 Starcraft Allstar XL Shuttle Bus	WMPORT	EEA23802	03/31/2014	79,482.00	Director of Physical Plant,
N19329	2014 Starcraft Allstar XL Shuttle Bus	WMPORT	EEA23803	03/31/2014	84,460.00	Director of Physical Plant,
N19331	500 barrel steel tank	ETC2	ST500-443	04/16/2014	9,500.00	Vice President for Training and Outreach,
N19332	500 barrel steel tank	ETC2	ST500-467	04/16/2014	9,500.00	Vice President for Training and Outreach,
N19333	6' x 15'Horizontal Seperator	ETC2	SP195	04/16/2014	11,598.00	Vice President for Training and Outreach,
N19330	500 barrel steel tank	ETC2	ST500-442	04/16/2014	12,376.00	Vice President for Training and Outreach,
N19335	Freightliner Maintenance Truck	WMPORT	1FVACWCYOEHFY2567	04/30/2014	89,997.00	Director of Physical Plant,
N19336	Vulcan Electric Convection Oven	BA162	54-1069580	05/08/2014	6,612.00	Vice President of Student Services,
N19337	2012 Dragon air-ride 130 BBL vac trailer with	ETC1	1D9ST4221CU661939	05/21/2014	42,600.00	Vice President for Training and Outreach,
N19338	Allmand NLPROII Vertical Light Tower	ETC2	0495PR02V14	05/28/2014	10,766.00	Vice President for Training and Outreach,
N19339	Polaris Ranger	SB107	4XARH45A9EE804999	05/30/2014	8,354.00	Director of Athletics,
N19340	Equipment for high pressure wellhead ( 2 items )	ETC2	13120863-007	06/04/2014	18,397.69	Vice President for Training and Outreach,
N19341	Recovery 833 Backup appliance (3 tags)	MC103	833-300-50220	06/18/2014	47,749.18	Director of CIS,
N19342	Albuquerque Freightliner	ETC1	3ALXFBCGGFDGB5236	06/24/2014	119,625.00	Vice President for Training and Outreach,
N19343	Frac tank 10'-6" x 32'	ETC2	14817	06/25/2014	19,500.00	Vice President for Training and Outreach,
N19344	500 BBL frac tank, corrugated wall	ETC2	130566	06/25/2014	29,175.00	Vice President for Training and Outreach,
N19345	310K backhoe loader with Extendahoe	ETC2	170310KETEE263731	06/25/2014	74,625.07	Vice President for Training and Outreach,
N19346	Vacuum truck wet kit rig-up	ETC1	589678	06/30/2014	11,000.00	Vice President for Training and Outreach,
N19350	Sundowner Gooseneck Trailer	WMPORT	135CG3228FICA0448	10/03/2014	14,500.00	Director of Physical Plant,
N19351	Sound system from Watson Hall	BM114A	Could not get to SN	10/15/2014	39,188.48	Dean of Distance Learning & Professional Studies,
N19353	New Challenge Champion Paper Cutter	AC112	1401745	11/05/2014	30,995.00	Vice President of Finance,
N19354	Self Check-Out System for Library	PL101	No Serial #	11/05/2014	33,070.00	Director of Library Services,
N19356	Classic Non-Folding Cage	BB100	No Serial #	11/13/2014	5,126.75	Director of Athletics,
N19355	ASA IPS Firewall	MC103	FTX182810GL	11/13/2014	37,396.52	Director of CIS,
N19357	A/C recovery, recycle & recharge machine	DW221	E6A1442006194	11/17/2014	7,323.70	Dean of Distance Learning & Professional Studies,
N19358	Rogue ISO Leg Press 35	CA100	No Serial #	11/18/2014	5,701.48	Director of Athletics,
N19359	2014 Ram 1500	WMPORT	3C6JR6DGXEG303575	11/19/2014	23,492.99	Director of Physical Plant,
N19360	2014 Chrysler 300C	WMPORT	2C3CCAEG9EH255639	11/19/2014	24,983.99	Director of Physical Plant,
N19361	2014 Dodge Ram	WMPORT	3C6UR4CL6EG159989	11/19/2014	39,856.99	Director of Physical Plant,
N19362	Video Management System	MC103	C8250FD06M20125	12/10/2014	72,489.30	Dean of Administrative Services,
N19363	Tomcat 255 Burnishing Machine	WM101	79648	12/15/2014	13,780.50	Director of Physical Plant,
N19364	HP Designjet Z6800	AC113A	MY47J4900J	12/16/2014	11,901.00	Vice President of Finance,
N19366	30' Gooseneck Trailer for 660Truck Simulator	ETC1	B10 2287432	12/16/2014	93,262.00	Vice President for Training and Outreach,
N19365	660Truck Driving Simulator Cab	ETC1	No Serial #	12/16/2014	215,925.00	Vice President for Training and Outreach,
N19367	Vulcan Gas Range	BA162	481827632	01/15/2015	6,928.31	Vice President of Student Services,
N19369	4X20 heater treater	ETC2	7935	01/27/2015	7,543.75	Vice President for Training and Outreach,
N19368	2015 Chevrolet Suburban	WMPORT	1GN5C5EC9FR559879	01/27/2015	12,300.00	Director of Physical Plant,
N19370	HP ProLiant DL380 Gen 9 Server	MC107	MXQ50701FW	03/05/2015	9,353.80	Director of CIS,
N19371	CAT 2960 48PT	MC106	FCW1846A4DZ	03/12/2015	5,068.50	Director of CIS,
N19372	Midas M32 Digital Mixer with ATA Case	TRACPB	S1401581B31	04/09/2015	5,374.99	Dean of Distance Learning & Professional Studies,
N19373	Xerox Copier	PL221A	AE9551044	04/17/2015	6,830.00	Vice President of Finance,
N19376	Shure Wireless Mike System	TRACPB	No Serial visible	05/04/2015	6,323.13	Dean of Distance Learning & Professional Studies,
N19374	HP ProLiant DL380 Gen 9 Server	MC107	MXQ51405KH	05/06/2015	16,418.94	Director of CIS,
N19375	HP ProLiant DL380 Gen 9 Server	MC107	MXQ51405KG	05/06/2015	16,418.94	Director of CIS,
N19377	Daktronics Baseball Scoreboard	BBCON	7154	06/12/2015	39,998.00	Director of Athletics,
N19378	John Deere 310K Backhoe	WMPORT	1T0310LXJFF284254	06/29/2015	73,627.94	Director of Physical Plant,

N19386	AC/DC Trainers (3351 Series)	AP106	No Serial #	07/23/2015	5,620.76	Vice President for Training and Outreach,
N19387	AC/DC Trainers (3351 Series)	AP106	No Serial #	07/23/2015	5,620.76	Vice President for Training and Outreach,
N19388	AC/DC Trainers (3351 Series)	AP106	No Serial #	07/23/2015	5,620.76	Vice President for Training and Outreach,
N19389	AC/DC Trainers (3351 Series)	AP106	No Serial #	07/23/2015	5,620.76	Vice President for Training and Outreach,
N19390	AC/DC Trainers (3351 Series)	AP106	No Serial #	07/23/2015	5,620.76	Vice President for Training and Outreach,
N19382	Distribution (8000 Series)	AP107	G-319656	07/23/2015	15,560.30	Vice President for Training and Outreach,
N19383	Distribution (8000 Series)	AP107	G-319657	07/23/2015	15,560.30	Vice President for Training and Outreach,
N19384	Distribution (8000 Series)	AP107	G-319658	07/23/2015	15,560.30	Vice President for Training and Outreach,
N19385	Power, Energy Trans (8000 Series)	AP107	No Serial #	07/23/2015	15,560.30	Vice President for Training and Outreach,
N19380	Pneumatic Training System (6081 Series)	AP107	No Serial #	07/23/2015	19,173.80	Vice President for Training and Outreach,
N19393	Mechanical Training Systems (46101 Series)	AP107	G-317908	07/23/2015	19,473.60	Vice President for Training and Outreach,
N19394	Mechanical Training Systems (46101 Series)	AP107	G-318466	07/23/2015	19,473.60	Vice President for Training and Outreach,
N19395	Mechanical Training Systems (46101 Series)	AP107	G-317424	07/23/2015	19,473.60	Vice President for Training and Outreach,
N19396	Mechanical Training Systems (46101 Series)	AP107	G-317425	07/23/2015	19,473.60	Vice President for Training and Outreach,
N19397	Mechanical Training Systems (46101 Series)	AP107	G-317909	07/23/2015	19,473.60	Vice President for Training and Outreach,
N19391	Industrial Controls of Motors (8036 Series)	AP107	No Serial #	07/23/2015	22,157.80	Vice President for Training and Outreach,
N19392	Industrial Controls of Motors (8036 Series)	AP107	No Serial #	07/23/2015	22,157.80	Vice President for Training and Outreach,
N19398	Industrial Wiring (46102 Series)	AP107	G-314606	07/23/2015	30,766.90	Vice President for Training and Outreach,
N19399	Industrial Wiring (46102 Series)	AP107	G-315044	07/23/2015	30,766.90	Vice President for Training and Outreach,
N19379	Hydraulics Training System (6080 Series)	AP107	No Serial #	07/23/2015	52,414.60	Vice President for Training and Outreach,
N19381	Instrumentation & Process Control (3500 Series)	AP107	G-319644	07/23/2015	174,146.20	Vice President for Training and Outreach,
N19401	HP ProLiant DL 380 Gen 9 server	MC107	MXQ52501K8	08/05/2015	13,323.74	Director of CIS,
N19402	HP ProLiant DL 380 Gen 9 server	MC107	MXQ52501K7	08/05/2015	13,323.74	Director of CIS,
N19403	Server For Security System	MC103	C8250FEO4N10039	08/11/2015	59,299.75	Dean of Administrative Services,
N19404	Six horse panel walker	RG100	No Serial #	08/26/2015	32,517.00	Dean of Distance Learning & Professional Studies,
N19405	Projector with lens and lamp	WH101	VVSF560043L	09/24/2015	6,379.00	Director of CIS,
N19407	HP ProLiant DL 380 Gen 9	MC107	MXQ532067G	10/06/2015	7,675.11	Director of CIS,
N19408	HP ProLiant DL 380 Gen 9	MC107	MXQ532067J	10/06/2015	7,675.11	Director of CIS,
N19409	HP ProLiant DL 380 Gen 9	MC107	MXQ532067K	10/06/2015	7,675.11	Director of CIS,
N19406	HP ProLiant DL 380 Gen 9	MC107	MXQ532067H	10/06/2015	7,675.12	Director of CIS,
N19410	Livestream Switcher	CA146A	55062303259025	10/16/2015	7,498.64	Director of Institutional Effectiveness,
N19412	DVR For Security System	MC103	C8250FE30N20151	10/16/2015	113,315.79	Dean of Administrative Services,
N19414	Russwood Circulation Desk	PL101A	No Serial #	12/11/2015	11,023.88	Director of Library Services,
N19415	Console Studio Hub	CA146B	No Serial #	01/08/2016	5,295.52	Director of Institutional Effectiveness,
N19416	DVR for Security System	MC103	2M25251BVY	03/29/2016	52,214.94	Dean of Administrative Services,
N19417	Retail Pro POS System	NE		05/27/2016	16,732.10	Director of Physical Plant,

## New Mexico Junior College Online System

Incident Report for Incident No: 3484

<b>Incident Date:</b>	2016/01/09	<b>Incident Time:</b>	10:00 AM
<b>Incident Location:</b>	Off Campus	<b>Reported To:</b>	Bill Morrill
<b>Reported Date:</b>	02/11/2016	<b>Reported Time:</b>	10:00 AM
<b>Investigator:</b>	Bill Morrill	<b>Status:</b>	<u>Processed</u>
<b>Offense:</b>	Aggravated Burglary		
<b>Criminal:</b>	Yes	<b>Statistic Count:</b>	0

Person(s) Involved

<b>Involvement Type:</b>	Reporting Person		
<b>Name:</b>	Dennis Kelley	<b>SSN:</b>	<u>000-00-7293</u>
<b>DOB:</b>	11-10-1955	<b>Phone:</b>	(575)492-2530
<b>Address:</b>	1 Thunderbird Circle Hobbs NM 88240		

<b>Involvement Type:</b>	Reporting Person		
<b>Name:</b>	Charlie Carroll	<b>SSN:</b>	<u>000-00-8503</u>
<b>DOB:</b>	02-02-1950	<b>Phone:</b>	(575)399-0601
<b>Address:</b>	1 Thunderbird Circle Hobbs NM 88240		

**Narrative:** On 02-11-2016 I received information that some college equipment had been stolen during a burglary that occurred on a business that was located off campus. According to the information I received this burglary occurred during the month of January 2016 when the college had a Hustler riding lawn mower that was at the business waiting to be repaired.

After learning of this burglary I made contact with the Hobbs Police Department and requested an official copy of the Hobbs Police Department report. At my request I received a faxed copy of the police report H16-00191.

The report reflected that from 01-08-2016 at 5:10pm and before 01-09-2016 at 10:00am an unknown person(s) broke into Pro Treat which is located at 3419 N. Industrial Drive in Hobbs. During the course of this burglary the unknown suspects remove approximately \$55,500 worth of property from the business. The property that was stolen also included a Hustler riding lawn mower with serial number 13052094 and was valued at \$16,000. This riding lawn mower was removed from the business and has not been located at the time this report was written.

The official Hobbs Police Department Police report is attached to the rear of this incident report.

**Follow-up:** Incident turned over to Hobbs Police Department on 01-09-2016 at 10:00am.

**Notifications:**

June 13, 2016

DEKKER  
PERICH  
SABATINI

Dr. Steve McCleery  
President  
New Mexico Junior College  
5317 Lovington Highway  
Hobbs, New Mexico 88240

Dr. McCleery:

New Mexico junior College received three bids on June 7, 2016 for the Entertainment Technology Renovation in Bob Moran Hall that were read aloud by your procurement department. The three bids in the order of opening are as follows:

- \$2,294,987.00 Lasco Construction, Hobbs, NM
- \$1,870,000.00 HB Construction, Hobbs, NM
- \$1,580,812.00 Lyness Construction, Cleburne, TX

NMJC Procurement reviewed each bid and no irregularities were observed. Lyness Construction being a Texas entity does not qualify for in-state residential preference per State of NM procurement code, meaning their bid would need to be 5% lower than the lowest qualified NM. State Procurement states:

New Mexico procurement law provides for a five percent (5%) residential preference. A fully qualified bidder who meets state requirements shall be awarded a contract in preference to a fully qualified non-resident bidder whenever the resident bidder, whose bid is nearest to the low bid of the non-residential bidder, is made lower when multiplied by a factor of 0.95. This does not apply when federal funds are being used. Any New Mexico firm claiming preference must insert the residential preference number as issued by the State Purchasing Department in the appropriate space as provided in the Bid Form. Procurement of the number is the responsibility of the bidder.

Per NM statute the qualified low resident bidder would be HB Construction:

$\$1,870,000.00$  (HB's bid)  $\times$  0.95 =  $\$1,776,500.00$

Since the bid received from Lyness Construction is less than  $\$1,776,500.00$ , Lyness Construction is deemed to be the apparent low bidder.

Based on this, we see no reason not to award this contract to Lyness Construction of Cleburne Texas.

Very truly yours,

**Dekker/Perich/Sabatini Ltd.**



Matthew McKim, AIA  
Principal

**NEW MEXICO JUNIOR COLLEGE**

**Request for Proposal #118**

**Entertainment Technology Renovation**

**For**

**New Mexico Junior College**

**BOARD DOCUMENTS**

Date:	June 20, 2016
Prepared by:	Regina Choate Coordinator of Purchasing

**NEW MEXICO JUNIOR COLLEGE**

**BOARD DOCUMENTS**

**General Information**

1. A legal notice was sent to the following newspapers requesting sealed proposals for the Entertainment Technology Renovation for New Mexico Junior College:
  - 1) Albuquerque Journal
  - 2) Hobbs News Sun
2. Proposal packets were sent to four (4) potential bidders.
3. Three (3) vendors submitted a proposal within the time frame specified by the proposal package.
4. Dekker, Perich and Sabatini and the NMJC Business Office have evaluated the proposals received and their recommendation is shown on Page 2.

**NEW MEXICO JUNIOR COLLEGE**

**Evaluation and Recommendation**

**Board Documents**

The vendors that responded to Request for Proposal #118 were HB Construction, Inc., Albuquerque NM; Lasco Construction, Inc., Hobbs, NM; and Lyness Construction, LP, Cleburne, TX.

**Recommendation**

Dekker, Perich and Sabatini and the Business Office recommend acceptance of the proposal received from Lyness Construction, Cleburne, TX.

**Source of Funding: Entertainment Technology Renovation– 2016/2017 Operating Budget**

**Account Number: 91580-4002-76012-911**

**Budgeted Amount: \$2,500,215**

New Mexico Junior College  
 Request for Proposal #118 - Tabulation Summary  
 NMJC Entertainment Technology Renovation  
 Bid Opening: 6-7-16 @ 11:00 a.m.

0.95

CONTRACTOR	Attended Conference	Bid Bond	Contractor License	Subcontractor List	Base Bid	Residential Preference	Basebid w/Preference	Alternative #1	Alternative #2	Alternative #3	Addendum One	Addendum Two
Lasco Const	✓	✓	✓	✓	2,294,987	✓	2,180,238	100,992	19,896	43,381	✓	✓
HB Const.	✓	✓	✓	✓	1,890,000	✓	1,976,500	59,000	22,000	33,000	✓	✓
Lyness Const.	✓	✓	✓	✓	1,580,812	—	1,580,812	45,625	17,970	14,245	✓	✓
Regina Choate												
Josh Morgan												

Regina Choate 6.7.16  
 Josh Morgan 6-7-16

# NEW MEXICO JUNIOR COLLEGE BUSINESS OFFICE

5317 Lovington Highway  
Hobbs, NM 88240  
Phone: (575) 492-2769  
Fax: (575) 492-2768

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To: NMJC Board Members  
From: Josh Morgan  
RE: Changes to the 2016/2017 Employee Handbook Travel Policy  
Date: June 20, 2016

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Board Members,

During the FY15 audit, the college received an audit finding regarding the need for all travel to be pre-approved. Upon review of the Employee Handbook Travel Policy, we realized there was no reference to the requirement for travel to be pre-approved.

In order to be in compliance with our auditor's recommendation, we are requesting the following changes notated in red to the Employee Handbook Travel Policy:

NEW MEXICO JUNIOR COLLEGE 2014-2015 EMPLOYEE HANDBOOK

Policy No. 220

Page 1 of 3

SECTION: Employment Procedures, Regulations, Policies and General Information

POLICY TOPIC: Travel

## I. General Travel Information

Employees shall contact the Business Office for specific information regarding per diem rates,

appropriate travel forms and advance procedures.

Employees will be reimbursed actual expenses for lodging not exceeding the single occupancy room charge (including tax). Employees must submit receipts for actual lodging expenses incurred. Expenses for meals are limited to a maximum of \$30.00 for a 24-hour period.

Receipts are required for reimbursement of other travel expenses such as ground transportation and parking fees. If receipts are lost or not available, an affidavit must accompany the travel form and include the signature of the appropriate department head.

New Mexico Junior College vehicles should be utilized when making travel arrangements.

Only employees on the New Mexico Junior College **Approved Driver's List** are authorized to operate a college, rental or personal vehicle while on College business. (New Mexico Junior College Safety/Emergency Manual Chapter 19, page 87, Vehicle and Heavy Equipment Safety.)

New Mexico Junior College employees must have taken the defensive driving course to be authorized to drive a College vehicle. The certificate must be kept current and renewed every two years. Non-compliance could result in non-compensation for the trip.

The purchase of alcohol or alcohol beverages is not a reimbursable expense for New Mexico Junior College employees.

Alcohol/Illegal Drugs in a New Mexico Junior College vehicle or a private vehicle being used for College business and the use of alcohol/illegal drugs while operating a New Mexico Junior College vehicle or a private vehicle being used for College business are prohibited. Furthermore, alcohol/illegal drugs and the use of alcohol/illegal drugs during a school sponsored activity are prohibited on all school sponsored trips and any time an employee is in the presence of students during a school sponsored activity or when an employee is responsible for or supervising students in a school-sponsored activity.

**All NMJC Employee travel, for college related activities, must be pre-approved.**

**Prior to utilizing or checking out a college vehicle, the appropriate request form must be signed and delivered to the NMJC Motor Pool**

**All NMJC Employees are required to sign a "Waiver, release and indemnification agreement for travel in a personal vehicle being used for NMJC Business." The form will be kept with Human Resources.**

## II. Driving Guidelines

All employees who operate a motor vehicle for College business (whether a college vehicle, rental vehicle, or personal vehicle) must be on the Approved Drivers List. This list shall also include any motorized gasoline, diesel, or electrically driven machine or machinery, which is designed for the operator to ride upon, while it is in motion.

For employees to be eligible for being on the approved drivers list several factors apply. All employees must take and pass a State Certified Defensive Driving Course that is approved by New Mexico Junior College at least once every two years. This course will be paid for by the college for employees whose job requires them to be on the Approved Drivers List. For additional information about other qualifiers or disqualifiers refer to the New Mexico Junior College Safety Manual section titled Vehicle and Heavy Equipment Safety.

In the event an employee is on college business and has a motor vehicle accident the following guidelines shall be followed.

- a. Stop Immediately
- b. Take all necessary precautions to prevent further accidents at the scene.
- c. Check for injuries. If there are injuries, immediately call EMS. You shall also render all reasonable assistance to any injured party. Reasonable assistance is defined as your own knowledge skills and training.
- d. Do not move your vehicle until Law Enforcement personnel have told you that you can move it. By moving your vehicle too early you may change the whole scope of the investigation and destroy any physical evidence that would assist Law Enforcement in determining what happened.
- e. Try to warn oncoming traffic to prevent other accidents:
  - Turn on your hazard lights if they will work.
  - Raise your hood if possible. Be cautious in handling any part of your vehicle that was damaged. You can receive injuries.
  - Ask a bystander to assist in warning approaching traffic.
  - Ask other parties or witnesses to assist with using their hazard lights.
- f. Provide required information to the other party, their representative or any investigating police officer. The required information is listed as follows:
  - Your name, address, and phone number
  - Vehicle identification number, license number, and description.
  - Insurance information
  - Driver's license number.
- g. **DO NOT MAKE ANY STATEMENTS AT THE ACCIDENT SCENE REGARDING THE INCIDENT, EXCEPT TO POLICE OR REPRESENTATIVES OF NEW MEXICO JUNIOR COLLEGE.**

- h. Do not admit guilt to any traffic offense to the other party. Allow Law Enforcement the time to investigate the incident. The accident may not have been your fault. When you admit guilt to the other party they could change their story to Law Enforcement to reflect what you have told them.

### III. Use of Personal Vehicle for College Business.

New Mexico Junior College owns and operates a fleet of vehicles for use by employees when traveling on college business. The College prohibits the use of college-owned vehicles by employees for personal use or errands.

There are certain times when an employee may be authorized to use a personally-owned vehicle for college business. When such use is authorized, the employee will be reimbursed after the travel has occurred for the allowable mileage. **The use of the employee's personal vehicle for college business is not permitted without first obtaining written permission from both the employee's supervisor and the President.**

~~After receiving authorization from the President, the employee also must complete a Waiver of Liability form and attest in such waiver that the employee has a valid license to operate a motor vehicle and valid liability insurance in amounts that meet or exceed the minimum requirements of the State of New Mexico. The waiver may be obtained from the Director of Administrative Services. The waiver must be signed by the employee and returned to the Director of Administrative Services prior to use of a personal vehicle for college business.~~

The employee will be reimbursed for only the verified map mileage to-and-from the business destination. Mileage Reimbursement is based on the applicable NMJC approved mileage rate. The employee is also responsible for purchasing all fuel and any vehicle maintenance costs associated with using a personal vehicle on college business.

~~When multiple employees are going on the same trip, every effort should be made to travel together and combine expenses. Employees who opt to travel separately and take a personal vehicle will be reimbursed mileage at the discretion of the supervisor.~~

TO: Dr. Steve McCleery, President  
FROM: Larry Sanderson  
DATE: June 13, 2016  
RE: Requesting Status Change

As you recall, we recently moved Kim Latimer from her position as Administrative Assistant in College Relations to become the Interim Program Planner for Continuing Education and Community Programs. The Board approved Kim's appointment with the understanding that our plan was to review the appointment after a period of time that would allow Kim to evaluate her ongoing interest in the role and her success in increasing the activities in her area.

We are asking that Kim be appointed as Program Planner for Continuing Education and Community Programs and that the "interim" portion of her title be removed.

During the past three months, Kim has led the effort to realign NMJC's personal health physical education programs from credit bearing to non-credit courses (this involves shifting 20+ classes as well as instructor assignments), plans for a summer Kids Camp activities including a very exciting robotics program for kids, and developing plans for expansion of community programs beginning in the fall semester.

We are very pleased with her efforts and I feel that she is a great fit with the role. For her part, Kim has expressed a high level of satisfaction with the position and has expressed her interest in taking on the role as her long-term assignment.

**Therefore, we are asking that the Board approve appointment of Kim Latimer as Program Planner for Continuing Education and Community Programs (removing the "interim" designation from her current appointment).**

Thank you for your support.

# NEW MEXICO JUNIOR COLLEGE

## Personnel Recommendation for Board Consideration

The following candidate is being recommended for employment as follows: Date 6/9/2016

Candidate's name James J. "Jimmy" Durham

Position title Head Men's Baseball Coach

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 \*8/15/2016 Standard contract length  12 mos.  9 mos.  other \_\_\_\_\_

Funding source Institutional Funds

Paid advertising beyond \*standard None  
(\*Standard: NMJC On-Campus Bulletin Board, NMJC Website)

Posted salary range \$ 41,279 to \$61,919 Recommended annual salary \$ 60,887 Prorated salary  yes  no

Account number(s) with respective % allocation(s) 11000 2821 61101 101 100%

Recommended and approved by:

Supervisor  
[Signature]  
Vice President

[Signature] / for Jeremy Capo  
Dean/Director  
[Signature]  
President

- Selection Committee Members:
- Jeremy Capo – Director of Athletics - Chairperson
  - Dr. Kelvin Sharp – Incoming President
  - Dan Hardin – Vice President for Finance
  - Phillip Roybal – Vice President for Student Services
  - Bill Kunko – Director of Computer Information Systems
  - Nadia Leslie – Professor of Physical Education/Athletic Trainer

Comments: Mr. Durham with a Master's degree in Physical Education and more than twenty-eight years of applicable experience,  
meets and/or exceeds the minimum requirements for this position.

\*Pending background check

## ABBREVIATED RESUME

### **Position**

Head Men's Baseball Coach

### **Personal Data**

Name: James "Jimmy" J. Durham

### **Education**

B.S., Lubbock Christian University, Lubbock, TX, 1982

Major: Education

M.Ed., University of Houston, Houston, TX, 1994

Major: Physical Education

### **Professional Experience**

San Jacinto College North, Houston, TX, 03/2006 to Present  
Assistant Baseball Coach/Professor

New Mexico Junior College, Hobbs, NM 11/2001 to 12/2005  
Professor of Physical Education/Assistant Men's Baseball Coach

Houston Baptist University, Houston, TX 05/2000 to 11/2001  
Assistant Baseball Coach  
Volunteer Coach 09/1993 to 06/1998

Fort Bend I.S.D., Clements High School, Sugar Land, TX 09/1990 to 11/2001  
U.S. History Teacher

Wharton County Jr. College, Wharton, TX 09/1998 to 05/2000  
Part-time Physical Education Instructor/Assistant Baseball Coach

University of Houston, Houston, TX 1998 to 1990  
Assistant Baseball Coach

Livingston I.S.D., Livingston, TX 09/1984 to 05/1989  
U.S. History/Health/Physical Education Teacher/Coach  
(Head Baseball/Assistant Football)

Brazos Port I.S.D., Brazos, TX 1982 to 1984  
Physical Education/History Teacher/Assistant Baseball Coach

### **Awards and Recognitions:**

2016- NJCAA World Series D1 (Runner up National Champion)

2015- NJCAA World Series D1 (3<sup>rd</sup> Place)

2012- NJCAA World Series D1 (Runner up National Champion)

2010- NJCAA World Series D1 (Runner up National Champion)

2009- NJCAA World Series D1 (3<sup>rd</sup> Place)

2007- NJCAA World Series D1 (3<sup>rd</sup> Place)

2006- NJCAA World Series D1 (3<sup>rd</sup> Place)

2005- NJCAA World Series D1 (National Champions) New Mexico Junior College

2002-2005 Region 5 Conference Champions/Regional Tournament



# New Mexico Junior College

## Career Opportunities

### Position Announcement • April 2016

Position Title: Head Men's Baseball Coach

Position Description: The Head Men's Baseball Coach is responsible to the Vice President for Instruction and the Director of Athletics. Duties and responsibilities include, but are not limited to, the following: (1) provide direction for the NMJC Thunderbird Baseball Team to include: recruiting high character, high quality student athletes, conduct all practices of the baseball team, coach the team through all scheduled games; student athlete selections, and coordinate the maintenance and upkeep of the baseball field; (2) provide discipline and guidance to student athletes provide for academic counseling and advisement opportunities for all team players; (3) prepare all budgets related to the baseball program; (4) coordinate and plan all team travel; (5) secure game officials for all home contests; (6) assist in residential housing supervision; (7) work with College Communications and NMJC Booster Club to advance the reputation of athletics; (8) arrange the schedule for all games; (9) coordinate all publicity events for the baseball team; (10) assist in the preparation of all written athletic publications; (11) provide supervision to the Assistant Baseball Coach and volunteer coaches; (12) participate in a process of continual personal and professional improvement; (13) actively participate in the institutional goals and objectives designed to support the mission of the college; (14) serve on all college committees as assigned; and (15) 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 required, master's degree preferred. All degrees must be from a regionally accredited institution. Successful community college coaching experience preferred. Applicant must be committed to excellence in coaching. **Note: Computer proficiency is required.**

**Salary/Benefits:** Salary is based on the NMJC faculty salary schedule and is commensurate with education and experience for a nine month position. Standard employee benefits apply.

Application Deadline: April 22, 2016, 5:00 p.m. Interviews will be conducted by a selection committee and will commence upon receipt of complete applications by qualified candidates. To ensure consideration, all application materials must be received by the deadline.

To Apply: Submit NMJC application form on line at [www.nmjc.edu](http://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.

**Human Resources, New Mexico Junior College, 5317 Lovington Highway, 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.

For information concerning employment, please contact the Human Resources Office at (575) 492-2791. For information concerning Section 504 accessibility, contact the Special Needs Coordinator in the Counseling Department at (575) 492-2576.

"Equal Opportunity Education and Employment"

5317 Lovington Highway, Hobbs, NM, 88240 • Phone: (575) 492-2790 • Fax: (575) 492-2796 • Toll Free: 1-800-657-6260 • E-mail: [kmiller@nmjc.edu](mailto:kmiller@nmjc.edu)

# NEW MEXICO JUNIOR COLLEGE

## Personnel Recommendation for Board Consideration

The following candidate is being recommended for employment as follows:

Date June 2, 2016

Candidate's name Teisha K. Ford

Position title Assistant Director of Financial Aid

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 06/21/2016      Standard contract length  12 mos.  9 mos.  other \_\_\_\_\_

Funding source Institutional

Paid advertising beyond \*standard HigherEdJobs.com

(\*Standard: The Hobbs News-Sun, Direct Mail to approximately 40 colleges in a 5-state region, NM Dept. of Labor, NMJC Website, KLMA Radio & Lubbock TX Workforce Development Website)

Posted salary range \$36,485 to \$54,727      Recommended annual salary \$39,773      Prorated salary  yes  no

Account number(s) with respective % allocation(s) 11000 3061 61301 124      100%

Recommended and approved by:

Kerrie Mitchell  
Supervisor

Kerrie Mitchell <sup>g.p.c.</sup>  
Dean/Director

[Signature]  
Vice President

[Signature]  
President

Selection Committee Members: Kerrie Mitchell – Director Financial Aid

George Garcia – Database Administrator /Programmer Analyst

Nadia Leslie – Professor of P.E./Athletic Trainer

Aaron Prebenda – Coordinator of Academic Success

Amanda Wier-Guthrie – Reference Librarian

Comments: Ms. Ford with an Associate degree and seven years of experience meets and/or exceeds the minimum requirements for this position.

## **ABBREVIATED RESUME**

### **Position**

Assistant Director of Financial Aid

### **Personal Data**

Name: Teisha K. Ford

### **Education**

B.B.A., Eastern New Mexico University, Portales, NM, in progress (Dec. 2016)  
Major: Business Administration

A.A. & A.S., New Mexico Junior College, Hobbs, NM, 2014  
Major: Business

### **Professional Experience**

New Mexico Junior College, Hobbs, NM Administrative Assistant – Dean of Enrollment Management Administrative Secretary – Pannell Library	05/2015 to present 01/2014 to 05/2015
Hobby Lobby, Hobbs, NM Office Manager/Bookkeeper	04/2012 to 12/2013
Hobbs Family Inn, Hobbs, NM Front Desk Agent/Auditor	01/2012 to 04/2012
Perfumania, Cedar Park, TX Store Manager	11/2009 to 05/2011
WDS Global, Boise, ID Tier III Technical Support Agent	07/2009 to 11/2009
Independent Living Services Behavioral Therapy Assistant/Caregiver	02/2008 to 08/2008
Shilo Inn and Suites, Nampa, ID Front Desk Agent/Auditor	07/2007 – 02/2009
Trend-Tel Marketing, Nampa, ID Data Entry/Receptionist	10/2006 to 07/2007

### **Honors and Awards**

Honors Graduate, 2014  
Phi Theta Kappa



# New Mexico Junior College

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## Career Opportunities

**Position Announcement • May 2016**

**Position Title:** Assistant Director of Financial Aid

**Position Description:** The Assistant Director of Financial Aid is responsible to the Director of Financial Aid. The duties and responsibilities of the Assistant Director of Financial Aid shall be, but are not limited to, the following: 1) Assists the Director with the development and oversight of the implementation of policies and procedures related to administering financial aid and related programs in accordance with federal, state, local and College policies and regulations; 2) Assists in the College marketing program and in student recruitment; 3) Coaches, trains and leads assigned employees; 4) Ensures all students receive high quality customer service, which includes ensuring all issues are resolved in a timely manner; 5) Manages the FAFSA import processes and Pell grant program, including calculations and processing of return of funds for Title IV programs; 6) Assists in overseeing the work study programs and scholarship programs; 7) Keeps the Director informed of all aspects of the job responsibilities; 8) Continually evaluate programs and makes recommendations to the Director for improvement of operational processes; 9) Maintains a working knowledge of all aspects of the Financial Aid Office and performs necessary supervisory functions in the absence of the Director; 10) Accepts other duties as assigned by the Director; 11) Actively participate in the institutional goals and objectives designed to support the mission of the college; 12) Participate in a process of continual personal and professional improvement; 13) Serve on college committees as assigned, and 14) Nothing contained herein shall limit the President in assigning the employee any 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 business, finance or related field is preferred, Associate degree required. Three years of work experience related to job duties which includes supervisory responsibilities preferred. Candidate must have the ability to work with others, including employees, members of the community and students of all socioeconomic backgrounds; must possess excellent clerical, accounting, and communication skills; must demonstrate an ability to read and interpret government documents and regulations; must be self-motivated, and react well to administrative supervision. Computer proficiency is required.

**Salary/Benefits:** This is a 12 month, full time, exempt position with a salary range of \$36,485 to \$54,727, depending upon education and experience. Standard NMJC benefits apply.

**Application Deadline:** May 17, 2016, 5:00 pm MDT. To ensure consideration, **all** application materials must be received by the deadline.

**To Apply:** Submit NMJC application form on line at [www.nmjc.edu](http://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.

**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.

For information concerning employment, please contact the Human Resources Office at (575) 492-2791. For information concerning Section 504 accessibility, contact the Special Needs Coordinator in the Counseling Department at (575) 492-2576.

"Equal Opportunity Education and Employment"

1 Thunderbird Circle, Hobbs, NM, 88240 • Phone: (575) 492-2790 • Fax: (575) 492-2796 • Toll Free: 1-800-657-6260 • E-mail: [kmiller@nmjc.edu](mailto:kmiller@nmjc.edu)

# NEW MEXICO JUNIOR COLLEGE

## Personnel Recommendation for Board Consideration

The following candidate is being recommended for employment as follows: Date 6/9/2016

Candidate's name Deron W. Clark

Position title Director of Athletics

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 \*7/14/2016 Standard contract length  12 mos.  9 mos.  other \_\_\_\_\_

Funding source Institutional Funds

Paid advertising beyond \*standard HigherEd Jobs.com, The Market (NCAA Careers in College Athletics)  
(\*Standard: The Hobbs News-Sun, NMJC Website)

Posted salary range \$59,784 to \$89,677 Recommended annual salary \$ 83,981 Prorated salary  yes  no

Account number(s) with respective % allocation(s) 11000 2821 61301 101 - 50%; 12105 3121 61301 211 - 50%

Recommended and approved by:

  
\_\_\_\_\_  
Vice President

  
\_\_\_\_\_  
President

Selection Committee Members: Phillip Roybal – Vice President for Student Services - Chairperson

Dr. Kelvin Sharp – Incoming President

Dr. Atherton – Vice President for Instruction

Jeff McCool – Vice President for Training and Outreach

Dianne Marquez – Dean of Humanities

Susan Fine – Director of Communications

Demond Thomas – Coordinator of Intramurals/Student Activities

Comments: Mr. Clark with a Master's degree in Physical Education and more than twenty-five years of experience meets and/or exceeds the minimum requirements for this position.

\*Pending background check

## **ABBREVIATED RESUME**

### **Position**

Director of Athletics

### **Personal Data**

Name: Deron W. Clark

### **Education**

M.Ed., University of Arkansas, Fayetteville, AR, 1988  
Major: Physical Education  
Emphasis: Exercise Science

B.S.E, John Brown University, Siloam Springs, AR, 1986  
Major: Physical Education K-12

A.S., Paris Junior College, Paris, TX 1984

### **Professional Experience**

Paris Junior College, Paris, TX 06/1997 to Present  
Athletic Director/Head Baseball Coach/Division Chair Kinesiology

Texarkana College, Texarkana, TX 07/1994 to 05/1997  
Athletic Director/Head Baseball Coach

San Jacinto College North, Houston, TX 08/1991 to 06/1994  
Assistant Baseball Coach/Instructor of Kinesiology

Norwood University, Cedar Hill, TX 08/1988 to 07/1991  
Assistant Baseball Coach/Sports Information Director

University of Arkansas, Fayetteville, AR 01/1987 to 08/1988  
Graduate Assistant Baseball Coach

### **Accomplishments**

Graduation rate in the past three seasons – 100%  
NJCAA Academic All American Team for the past three seasons  
NJCAA Region XIV Tournament – nine of 19 seasons at Paris Junior College  
Ten individual NJCAA Academic All Americans in the past three seasons



# New Mexico Junior College

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## Career Opportunities

### Position Announcement • April 2016

Position Title: Director of Athletics

Position Description: This position reports to the Vice President for Student Services and President. Duties and responsibilities shall be, but are not limited to, the following: 1) Promote the Mission and Vision of the College; 2) Serve as friend raiser and fund raiser for the Athletic Department; 3) Maintain a Strategic Planning process for the Athletic Department and update the Plan yearly; 4) Organize and lead Community Service Learning Projects for student-athletes and coaches; 5) Organize and lead community speaking engagements for student-athletes and coaches; 6) Work with the NMJC Booster Club in promoting all athletic activities, including regular fund raising activities and special events; 7) Participate, both as a professional and as a private citizen, in community affairs; 8) Coordinate and lead the athletic program; 9) Accept responsibilities toward the preparation of the college budget; 10) Supervise the line item budgets of the athletic department, and direct the athletic staff through the required budgetary process and procurement, as stated by the College, State and Federal government; 11) Supervise in making and confirming all athletic contests/meet schedules, and the contracting of teams and officials; 12) Prepare travel and maintain travel records; 13) Cooperate with the coaching staff and registrar's office to see that all eligibility reports are properly submitted; 14) Maintain all records for the athletic department, including records necessary to meet federal requirements; 15) Provide in-service orientation and in-house trainings for professional staff members; 16) Participate in the recruitment and recommendation for employment of coaches; 17) Supervise the accounting for equipment and supplies, and the care and storage of such equipment; 18) Maintain adherence to all conference, regional, and national rules and regulations; 19) Coordinate scheduling of activities/events that takes place in the Caster Activity Center (CAC) with the office of Continuing Education, Student Activities Coordinator, and physical education department chair; 20) Contact Physical Plant for needed maintenance and repair within CAC and athletic facilities; 21) Serve as Chairperson for the Athletic Disciplinary Committee; 22) Work with the Associate Dean of Students on housing matters related to Athletics; 23) Coordinate with the PR/Marketing Department for the publications of athletic material; 24) Follow all policies and procedures as published in the Employee Handbook, College Catalog, and employee contract; 25) Accept other duties not listed, but to be assigned by the Vice President for Student Services or President; 26) Serve on college committees as assigned; and, 27) 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 in a related field from a regionally accredited institution required. Master's Degree preferred. Five years of experience in intercollegiate athletic administration OR coaching preferred. A record of progressively responsible and successful experience in the administration of a collegiate athletics program at the Community College level is desired. Extensive knowledge of NCAA/NJCAA/NIRA rules and regulations, a commitment to the highest personal and professional standards of conduct, the ability to work well with all constituencies of the College community and external community required. Ability to demonstrate excellent verbal, written communication skills, interpersonal skills, organizational and problem solving skills required.

**Computer proficiency required.**

**Salary/Benefits:** This is a twelve-month professional position with a salary range of \$59,784 - \$89,677 depending upon education and experience. 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 NMJC application form on line at [www.nmjc.edu](http://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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For information concerning employment, please contact the Human Resources Office at (575) 492-2791. For information concerning Section 504 accessibility, contact the Special Needs Coordinator in the Counseling Department at (575) 492-2576.

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# RESOLUTION

## Samuel R. Gilcrease

**WHEREAS, Samuel R. Gilcrease**, being one of the Staff Members of New Mexico Junior College, has faithfully served the College for sixteen years; and

**WHEREAS, Samuel R. Gilcrease** has served as Professor of Automotive Technology - GM-ASEP from 2007 to 2016; and

**WHEREAS, Samuel R. Gilcrease** has served as Professor of Automotive Technology (AVHS) from 2000 to 2007; and

**WHEREAS, Samuel R. Gilcrease** has served as Skills USA Coordinator from 2005 to 2006; and

**WHEREAS, Samuel R. Gilcrease** has served on various committees at New Mexico Junior College and in the community; and

**WHEREAS, Samuel R. Gilcrease** has been a devoted, enthusiastic and loyal faculty member at New Mexico Junior College; and

**WHEREAS, Samuel R. Gilcrease** as an educator, has always reflected a favorable image for New Mexico Junior College; and

**WHEREAS, Samuel R. Gilcrease** has elected to retire the 1st day of July 2016.

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

ADOPTED THIS 20th day of June 2016.

ATTEST: \_\_\_\_\_  
New Mexico Junior College Board Madam Chair



\_\_\_\_\_  
New Mexico Junior College Board Secretary

# RESOLUTION

## Dr. Steve M<sup>c</sup>Cleery

- WHEREAS,** Dr. Steve M<sup>c</sup>Cleery, being one of the Staff Members of New Mexico Junior College, has faithfully served the College for thirty-two years; and
- WHEREAS,** Dr. Steve M<sup>c</sup>Cleery has served as President from 1998 to 2016; and
- WHEREAS,** Dr. Steve M<sup>c</sup>Cleery has served as Dean of Arts and Sciences from 1991 to 1998; and
- WHEREAS,** Dr. Steve M<sup>c</sup>Cleery has served as Athletic Director / Caster Activity Center Coordinator from 1989 to 1991; and
- WHEREAS,** Dr. Steve M<sup>c</sup>Cleery has served as Head Women's Basketball Coach from 1986 to 1987; and
- WHEREAS,** Dr. Steve M<sup>c</sup>Cleery has served as Caster Activity Center Coordinator / Instructor from 1984 to 1989; and
- WHEREAS,** Dr. Steve M<sup>c</sup>Cleery has served on various committees at New Mexico Junior College and in the community; and
- WHEREAS,** Dr. Steve M<sup>c</sup>Cleery has been a devoted, enthusiastic and loyal staff member at New Mexico Junior College; and
- WHEREAS,** Dr. Steve M<sup>c</sup>Cleery, as a staff member, has always reflected a favorable image for New Mexico Junior College; and
- WHEREAS,** Dr. Steve M<sup>c</sup>Cleery has elected to retire the 1st day of August 2016.

**NOW, THEREFORE BE IT RESOLVED** that New Mexico Junior College desires to give special recognition and appreciation to **Dr. Steve M<sup>c</sup>Cleery** for his service and dedication to New Mexico Junior College.

ADOPTED THIS 20th day of June 2016.

ATTEST:

\_\_\_\_\_  
New Mexico Junior College Board Madam Chair



\_\_\_\_\_  
New Mexico Junior College Board Secretary