

NEW MEXICO JUNIOR COLLEGE
BOARD MEETING

Thursday, May 21, 2026
Ben Alexander Building - Daniels Room
(Location Change Due to Maintenance Issues)
1:30 pm

AGENDA

- | | |
|--|-----------------|
| A. Welcome | Travis Glenn |
| B. Adoption of Agenda | Travis Glenn |
| C. Approval of Minutes of April 16, 2026 | Travis Glenn |
| D. President's Report | Cathy Mitchell |
| E. Information Items | |
| 1. Board Facilities Committee Meeting Update | David Rowser |
| 2. Monthly Expenditure Report | Josh Morgan |
| 3. Monthly Revenue Report | Josh Morgan |
| 4. Oil and Gas Revenue Report | Josh Morgan |
| 5. Schedule of Investments | Josh Morgan |
| F. New Business | |
| 1. Consideration of Five-Year Capital Plan | Josh Morgan |
| 2. Consideration of Proposal from Border Demolition & Environmental Inc. for the abatement & demolition of the buildings located at 5419 N. Lovington Highway, excluding the four medical office buildings | Josh Morgan |
| 3. Consideration to Transfer from Reserves to Capital for the Vocational B Renovation Programming Design Phase | Josh Morgan |
| 4. Consideration of Extension of Interim President's Contract | Scotty Holloman |
| 5. Consideration of NMJC Building and Facility Honorary Naming Policy | Cathy Mitchell |
| 6. Consideration of relocating CM Burke's name from Pannell Library to another current or future building | Cathy Mitchell |
| 7. Consideration of Scheduled Holiday Date Change | Cathy Mitchell |
| 8. Consideration of Cancellation of June 2026 NMJC Board Meeting | Cathy Mitchell |
| G. Public Comments | |
| H. Determination of Next Meeting | Travis Glenn |
| I. Adjournment | Travis Glenn |

NEW MEXICO JUNIOR COLLEGE
BOARD MEETING
APRIL 16, 2026
MINUTES

The New Mexico Junior College Board met on Thursday, April 16, 2026, beginning at 1:32 pm in the Pannell Library, Zia Board Room. Mr. Travis Glenn, Board Chair; Mr. Hector Baeza, Board Secretary; Mr. David Rowser; Mrs. Erica Jones; Mr. Guy Kesner; and Mr. Manny Gomez were present. Ms. Evelyn Rising was absent.

Mr. Glenn called the meeting to order and welcomed Mr. Levi Hill with the Hobbs News Sun.

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

Upon a motion by Mr. Gomez, seconded by Mr. Baeza, the Board unanimously approved the minutes of March 12, 2026.

Under President's Report Professor Jill Henning introduced the SkillsUSA team to provide an update following the recent participation in the New Mexico SkillsUSA State Leadership and Skills Conference held in Albuquerque, New Mexico. Students explained the competitions they participated in and shared their individual accomplishments earned at the conference. The Board congratulated the students on their achievements and thanked the students for their leadership and representation.

Head Coach Austin Mefford and Coach Rachel Janzen introduced the NMJC's women's basketball team. Coach Mefford stated the team had a successful season and thanked the Board for its continued resources and support. The Board congratulated the team on its accomplishments and expressed appreciation for their representation of NMJC.

President Mitchell announced Valerie Gauna, developer of the NSEP STEAM Summer Camp, was the recipient of an Excellence in Education Award in recognition of her contributions to the field of education and learning.

President Mitchell presented an HLC Accreditation Award to Dr. Larchinee Turner, Dr. Stephanie Ferguson and Dr. William Brown in recognition of their extraordinary service, which strengthened and elevated New Mexico Junior College institution-wide during the 2026 HLC Accreditation process.

Mr. Will Thompson provided an Employees Report for new employees, resignations, and retirements. He reported NMJC currently has 8 open positions.

President Mitchell reported the purchase of the vacated hospital property has been completed.

Under Information Items President Mitchell presented Retirement Resolutions honoring Miriam Vega, who will retire effective June 1, 2026 with eleven years and two months of service; Angila Shook, who will retire effective July 1, 2026 with twenty-five years of service; and William C. Kunko, who will retire effective July 1, 2026 with thirty-one years and two months of service. The Board expressed its sincere appreciation and gratitude to Ms. Vega, Ms. Shook and Mr. Kunko for their many years of dedicated service to New Mexico Junior College.

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

Under New Business Mr. Josh Morgan presented the Fiscal Watch Report for the quarter ending March 31, 2026. Upon a motion by Mr. Gomez, seconded by Mrs. Jones, the Board unanimously approved the Fiscal Watch Report as presented.

Mr. Morgan presented consideration of the FY27 Operating Budget and Capital Project presented and reviewed at the NMJC Board Budget Work Session on April 2, 2026. Administration requested approval of the FY27 Operating Budget with limited revisions. Mr. Morgan noted a \$12,000 budget line was inadvertently omitted from the Institutional Support operating budget presented at the workshop resulting in a revised FY27 Operating Budget total of \$52,753,671. The capital funding request for the Mansur Hall renovation was reduced by \$4,000,000 due to NMJC receiving GO Bond Funding. As a result, a lower level of institutional funding is required for this project. This adjustment reduced the total Capital Project request from \$65,506,291 to \$61,506,291. Based on a request by the Board to evaluate the cost of a higher compensation than the required state-mandated 1% compensation increase, administration provided estimated incremental costs (including associated benefits) for compensation increases of 2%, 3%, and 4%. Administration noted if Board elects to approve a compensation larger than the 1%, administration will increase the FY27 Oil & Gas Production Tax Revenue Budget by the corresponding amount to maintain a balanced budget. Administration requested approval of the FY27 Operating Budget in the amount of \$52,753,671, which reflects the budget reviewed at the Board Budget Work Session and includes the addition of the \$12,000 budget adjustment in Institutional Support, approval of the revised Capital Project requests totaling \$61,506,291, reflecting the \$4,000,000 reduction to the Mansur Hall renovation project associated with General Obligation Bond funding, approval of the FY27 Renewal and Replacement allocations totaling \$1,750,000, and direction from the Board regarding compensation and confirmation of the 1% increase or approval of an alternative 2%, 3% or 4% compensation adjustment, with corresponding adjustments to the Oil & Gas Production Tax Revenue Budget, if applicable. Following significant discussion and consideration, upon a motion by Mr. Kesner, seconded by Mrs. Jones, the Board unanimously approved the FY27 Operating Budget in the amount of \$53,515,671 (including a 4% compensation increase), Capital Projects in the amount of \$61,506,291, and Renewal and Replacement in the amount of \$1,970,368.

Mr. Morgan presented for consideration the Mansur Hall Renovation project for presentation to the Higher Education Department (HED) for approval at the May 13, 2026 NMHED Capital Projects Hearing. The construction estimate was developed by NMJC's Construction Manager at Risk, Bradbury Stamm Construction, using Dekker Perich & Sabatini Architects 90% construction documents. The estimated cost is \$6,153,402 as prepared by Bradbury Stamm Construction. This amount is supplemented by a separate abatement estimate of \$77,511 and an additional \$200,000 estimate for security camera and access control systems, resulting in a total construction cost of \$6,430,913. A construction contingency of \$643,091, equal to 10% of the total estimated construction cost, is included and is consistent with NMHED allowances for renovation projects to address unforeseen conditions. In addition to construction costs, the overall project budget includes soft costs consisting of architectural and engineering fees of \$765,184, project administration costs of \$28,000, surveys and commissioning expenses of \$75,000, furniture and equipment totaling \$750,000, and IT/AV systems estimated at \$230,000. The budget also includes \$40,000 for Art in Public Places, as required under the grand agreement associated with the GO Bond Funding, as well as gross receipts tax in the amount of \$437,812. These components result in a total project cost of \$9,400,000. Funding for this project will come from \$4,000,000 in GOB Funds and \$5,400,000 in Institutional Funds. There are \$5,675,000 Institutional Funds allocated for the Mansur Hall Renovation. Administration requested Board approval of the Mansur Hall Renovation estimated at a cost of \$9,400,000. Upon approval,

the Mansur Hall Renovation will be presented to the NMHED Capital Outlay Committee on May 13, 2026. Upon a motion by Mr. Baeza, seconded by Mr. Rowser, the Board unanimously approved this request as presented.

Mr. Glenn called for comments from the public. There being none, the next Regular Board Meeting was scheduled for Thursday, May 21, 2026 at 1:30 pm in the Zia Board Room.

Mr. Baeza moved the Board go into closed session for the discussion of limited personnel matters pursuant to NMSA 1978 §10-15-1 H (2) concerning the annual review of the Interim President's Contract and the Presidential Search, and the discussion of the Purchase, Acquisition or Disposal of Real Property Pursuant to NMSA 1978 §10-15-1 H (8) concerning the purchase of real estate located on Millen Drive adjacent to Workforce Development and adjacent to 5419 N. Lovington Highway, Hobbs, New Mexico. Mr. Gomez seconded the motion. The Board will reconvene in open session at the conclusion of the closed session. The roll call was as follows: Mr. Rowser - yes; Mr. Baeza - yes; Mrs. Jones - yes; Mr. Kesner - yes; Mr. Gomez - yes; and Mr. Glenn - yes.

Upon reconvening in open meeting, Mr. Glenn stated the matters discussed in the closed meeting were limited only to those specified in the motion for closure.

Upon a motion by Mr. Kesner, seconded by Mrs. Jones, and by unanimous consent, the meeting adjourned at 4:12 pm.

Travis Glenn, Chair

Hector Baeza, Secretary

NEW MEXICO JUNIOR COLLEGE

Vice President for Finance

To: New Mexico Junior College Board Members
From: Josh Morgan
Date: May 15, 2026
RE: April 2026 Financial Reports

Expenditure Report

April marks the tenth month of the 2025–2026 fiscal year. The Expenditure Report reflects year-to-date totals that include both actual expenditures and encumbrances. As of the end of April, total year-to-date expenditures and encumbrances stand at \$156,002,347.

Current Unrestricted Funds:

April expenditures total \$6,426,978. Year-to-date expenditures total \$43,237,011 representing 79% of the projected budget. The majority of these costs are associated with routine payroll and benefit expenses, including the 4% compensation increase. Internal Services (Computer Services, Motor Pool, and Document Center) have monthly credits applied to their accounts and will back within budget by year-end. Operations and Maintenance expenditures are in line with expectations, after factoring in the anticipated increase in property insurance. We also continue to closely monitor spending within auxiliaries—particularly in food service—as we work with our provider to maintain high-quality offerings for students while identifying opportunities to better manage costs. Student Aid and Athletic expenditures are in line with expectations.

Current Restricted Funds:

April expenditures total \$493,839. Year-to-date expenditures total \$6,615,675.

Grant-related spending is progressing as anticipated. The Business Office continues to monitor these expenditures closely and submits drawdown requests to the appropriate state and federal agencies. Grant expenditures include Student Support Services, Adult Education, SBDC, and the Permian Strategic Partnership.

In student financial aid, disbursements have been made for the summer, fall, and spring semesters. Student aid expenditures consists of NM Student Incentive Grant, NM Lottery Scholarship, NM Teacher Preparation Scholarship, NM Opportunity Scholarship, NM State Work Study, NM High Demand State Work Study, Federal Pell Grants, Federal Direct Loan Program, and Federal Supplemental Educational Opportunity Grant.

Plant Funds:

April expenditures and encumbrances total \$33,176,068. This includes the encumbrance for the construction of the Agricultural Education Facility, the Indoor Rodeo Arena expansion, and the Rodeo & Equine District Loop Road & Utilities projects. Year-to-date expenditures and encumbrances total \$106,149,661. Major capital projects in design or construction include:

- Heidel Hall Renovation (Construction)
- Bob Moran and Pannell Library Air Handler Replacements (Equipment on order)
- Site Project – Phase II (Construction)
- Equine Education Center (Construction)
- Agricultural Education Facility (Construction)
- Indoor Rodeo Arena (Construction)
- Rodeo & Agricultural District Loop Road & Utilities (Construction)
- Mansur Hall Renovation (In-Design)
- Mary Hagelstein Renovation (In-Design)
- Campus Housing Unit (In-Design)

Revenue Report

Current Unrestricted Revenue:

Revenue received in April totaled \$6,613,729. This includes tuition and fees, the monthly oil and gas production taxes, property tax, and auxiliary revenue. Year-to-date revenues total \$88,583,072.

Restricted Revenue:

Revenue for grants and student aid totaled \$374,184 in April. Year-to-date revenues total \$6,096,873.

Grants consists of recognition of revenue for Student Support Services, Adult Education, SBDC, and the Permian Strategic Partnership.

Student aid revenue consists of NM Student Incentive Grant, NM Lottery Scholarship, NM Teacher Preparation Scholarship, NM Opportunity Scholarship, NM State Work Study, NM High Demand State Work Study, Federal Pell Grants, Federal Direct Loan Program, and Federal Supplemental Educational Opportunity Grant.

Plant Fund Revenue:

Plant Fund revenue for April totaled \$427,225, consisting of a drawdown on the Site Project – Phase 2, the interest earnings from LGIP and LCSB CDARS, and a reclassification of the Permian Strategic Partnership revenue to Current Restricted Grants. Year-to-date Plant Fund revenues total \$16,586,038.

Overall Revenue:

Total revenue for April was \$7,415,138. Year-to-date revenues total \$111,265,983.

Oil and Gas Revenue Report

The Oil & Gas Report reflects the seventh month of revenue for FY26. In April, the College received \$5,906,348 in oil and gas production revenue for January 2026. The months of February through April each reflect the monthly accrual amount of \$1,064,583.

Including these three months of accruals, total Oil and Gas Production and Equipment Tax revenue through April is \$56,194,916.

The April distribution includes a March payment that was not posted in time for the March distribution, resulting in a lower-than-expected total for that month. This payment was subsequently included in April. When averaging the March and April distributions, the two-month average is \$4,599,627, which is more consistent with expectations for that period. As anticipated, we are continuing to see a decline in oil and gas production revenue.

Investment Report

At the beginning of April, the College held a balance of \$335 million in the Local Government Investment Pool (LGIP). There was \$9,000,000 that was withdrawn from the account resulting in an ending balance of \$326 million. Interest earnings for April totaled \$1,003,283, reflecting a net yield of 3.664%.

The College also holds \$50 million in CDARs through Lea County State Bank. Interest earned on these accounts in April was \$151,824.

As of April 2026, \$258,617,882 is allocated to capital projects. This amount includes the capital project allocations approved during the April Board meeting for the FY27 budget requests.

Board-restricted funds consist of \$100 million allocated to the the NMJC Educational Success Endowment Fund and \$18.5 million allocated to the Stabilization Fund as of April 2026. This amount includes the allocations approved during the April Board meeting for the FY27 budget requests.

The NMJC Educational Success Endowment Fund is established to be retained for long-term investment with a view toward providing long-term stability and funding for the operations of NMJC. The formal resolution creating the endowment can be changed or canceled in the future. The fund constitutes a restricted fund of NMJC into which funds may be deposited from time-to-time, as determined by the Board. Earnings from the investment may be budgeted and appropriated by the NMJC Board for expenditures to support the operations of NMJC in furtherance of providing educational services or may be reinvested in the fund. The Board may, by resolution, adopt additional rules and regulations regarding the investment and expenditure of the earnings of the fund.

NEW MEXICO JUNIOR COLLEGE

Expenditure Report

April 2026

84% of Year Completed

Fund	2024-25			2025-26			
	Final Budget	Year-to-Date Expended or Encumbered	Percentage of Budget Expended	Budget	Current Expended or Encumbered	Expended or Encumbered	Percentage of Budget Expended
CURRENT UNRESTRICTED FUND							
Instruction and General:							
Instruction	15,418,806	10,975,890	71%	16,301,844	1,751,466	11,885,717	73%
Academic Support	3,623,118	2,840,832	78%	3,701,349	340,439	2,741,733	74%
Student Services	4,482,875	3,426,979	76%	4,555,032	535,671	3,787,613	83%
Institutional Support	8,657,077	6,736,710	78%	9,318,809	966,459	7,276,348	78%
Operation & Maintenance of Plant	6,916,756	4,972,366	72%	7,711,368	1,694,102	6,584,536	85%
Subtotal - Instruction & General	39,098,632	28,952,777	74%	41,588,402	5,288,137	32,275,947	78%
Internal Service Departments	276,722	133,336	48%	279,161	33,128	431,825	155%
Student Aid	1,567,616	1,168,009	75%	1,052,110	16,391	957,069	91%
Auxiliary Enterprises	4,941,194	3,836,521	78%	5,477,164	441,791	4,134,617	75%
Athletics	6,377,452	4,763,615	75%	6,665,421	647,531	5,437,553	82%
Total Current Unrestricted Fund	52,261,616	38,854,258	74%	55,062,258	6,426,978	43,237,011	79%
CURRENT RESTRICTED FUND							
Grants	1,060,978	785,313	74%	1,766,649	445,799	1,365,975	77%
Student Aid	5,632,647	4,964,532	88%	5,651,190	48,040	5,249,700	93%
Total Current Restricted Fund	6,693,625	5,749,845	86%	7,417,839	493,839	6,615,675	89%
PLANT FUNDS							
Capital Outlay / Bldg. Renewal & Repl.							
Projects from Institutional Funds	310,353,226	55,370,759	18%	297,437,390	31,346,760	98,244,496	33%
Projects from State GOB Funds	28,956	1,034	4%	86,237	47,848	62,471	72%
Projects from State STB Funds	888,536	659,321	74%	229,215	-	-	0%
Projects from General Fund	2,545,000	1,125,000	44%	4,395,901	-	3,383,497	77%
Projects from Other State Funds	550,690	280,997	51%	921,379	88,388	160,065	17%
Projects from Private Funds	1,750,000	-	0%	2,388,000	1,722,566	2,293,899	96%
Projects from State BR&R I&G	820,799	648,855	79%	1,628,019	(60,381)	1,127,501	69%
Projects from State BR&R Non I&G	-	-	0%	725,000	(49,774)	462,337	64%
Projects from State IR&R	-	-	0%	727,073	23,966	40,435	6%
Projects from State ER&R	1,385,259	507,636	37%	1,330,852	56,695	374,960	28%
Subtotal - Capital and BR&R	318,322,466	58,593,602	18%	309,869,066	33,176,068	106,149,661	34%
Debt Service							
Revenue Bonds	-	-	0%	-	-	-	0%
Total Plant Funds	318,322,466	58,593,602	18%	309,869,066	33,176,068	106,149,661	34%
GRAND TOTAL EXPENDITURES	377,277,707	103,197,705	27%	372,349,163	40,096,885	156,002,347	42%

NEW MEXICO JUNIOR COLLEGE

Revenue Report

April 2026

84% of Year Completed

2024-25

2025-26

Fund	Final Budget	Year-to-date Revenue	Percentage of Budget Received	Budget	Current Revenue	Year-to-date Revenue	Percentage of Budget Received
CURRENT UNRESTRICTED FUND							
Instruction and General:							
Tuition and Fees	4,562,200	4,625,593	101%	4,428,200	32,607	4,501,103	102%
State Appropriations	9,608,816	8,715,769	91%	9,611,885	-	7,878,656	82%
Advalorem Taxes - Oil and Gas	85,349,512	62,445,081	73%	73,001,167	5,906,348	56,194,916	77%
Advalorem Taxes - Property	14,470,153	14,470,153	100%	15,906,414	543,900	15,906,414	100%
Other Revenues	197,600	201,688	102%	204,657	47,465	171,412	84%
Subtotal - Instruction & General	114,188,281	90,458,284	79%	103,152,323	6,530,320	84,652,501	82%
Internal Service Departments	29,910	29,904	100%	2,479	754	2,479	0%
Auxiliary Enterprises	3,363,318	3,225,806	96%	3,262,646	82,655	3,306,667	101%
Athletics	608,550	561,083	92%	722,630	-	621,425	86%
Total Current Unrestricted	118,190,059	94,275,077	80%	107,140,078	6,613,729	88,583,072	83%
CURRENT RESTRICTED FUND							
Grants	1,023,893	788,592	77%	1,729,889	374,184	1,294,360	75%
Student Aid	5,632,647	4,618,664	82%	5,651,190	-	4,802,513	85%
Total Current Restricted	6,656,540	5,407,256	81%	7,381,079	374,184	6,096,873	83%
PLANT FUNDS							
Capital Outlay / Bldg. Renewal & Repl.							
Projects from State GOB Funds	28,957	3,000	10%	84,271	-	-	0%
Projects from State STB Funds	888,536	659,321	74%	229,215	-	-	0%
Projects from General Fund	2,545,000	-	0%	3,395,901	310,348	2,975,333	88%
Projects from Private Funds	1,750,000	1,750,000	0%	2,453,000	(1,038,450)	1,974,000	80%
Interest Income (LGIP & CDARs)	14,289,465	11,827,683	83%	13,600,000	1,155,327	11,636,705	86%
Total Plant Funds	19,501,958	14,240,004	73%	19,762,387	427,225	16,586,038	84%
GRAND TOTAL REVENUES	144,348,557	113,922,337	79%	134,283,544	7,415,138	111,265,983	83%

NEW MEXICO JUNIOR COLLEGE

Oil and Gas Revenue Report

April 2026

84% of Year Completed

		OIL		GAS		COMBINED		
Month of	Sales	Price per BBL	Lea County BBLs sold	Price per MCF	Lea County MCF sold	Monthly Revenue	2025-26 Original Budget	Variance Over (Under) Budget
Distribution								
Actual	July	\$65.77	37,509,882	\$2.17	162,366,064	6,140,575	1,064,583	5,075,992
Actual	August	\$62.72	35,536,525	\$1.79	163,969,884	6,031,117	1,064,583	4,966,534
Actual	September	\$61.87	36,475,612	\$1.77	137,599,287	5,528,354	1,064,583	4,463,771
Actual	October	\$58.41	37,758,065	\$1.76	134,089,040	5,384,410	1,064,583	4,319,827
Actual	November	\$57.62	35,024,124	\$1.62	150,687,918	4,958,237	1,064,583	3,893,654
Actual	December	\$54.85	34,331,101	\$2.10	136,018,511	3,292,905	1,064,583	2,228,322
Actual	January	\$56.75	32,561,696	\$2.23	74,910,597	5,906,348	1,064,583	4,841,765
Accrual	February					1,064,583	1,064,583	0
Accrual	March					1,064,583	1,064,583	0
Accrual	April					1,064,583	1,064,583	0
Accrual	May						1,064,583	(1,064,583)
Accrual	June						1,064,583	(1,064,583)
Y.T.D. Production Tax Revenue						40,435,695	12,774,996	27,660,699
Y.T.D. Equipment Tax Revenue						15,759,221	2,750,000	13,009,221
Total Year-to-Date Oil & Gas and Equipment Tax Revenue						56,194,916	15,524,996	40,669,920

NEW MEXICO JUNIOR COLLEGE

Schedule of Investments

April 2026

84% of Year Completed

Financial Institution	Amount Invested	Account Number	Interest Rate	Interest Earned
State of New Mexico Local Government Investment Pool	335,000,000	7102-1348	3.664%	1,003,283
Plus deposits	-			
Less withdrawals	(9,000,000)			
Total LGIP investments	326,000,000			1,003,283
Lea County State Bank CDAR				
2 Yr. 07/25/24 - 07/23/26	1,000,000	1029404077	4.270%	3,694
2 Yr. 08/01/24 - 07/30/26	1,000,000	1029441436	4.260%	3,682
2 Yr. 08/08/24 - 08/06/26	1,000,000	1029475756	4.310%	3,724
1 Yr. 08/25/25 - 08/27/26	12,000,000	1031761359	3.790%	37,564
1 Yr. 09/04/25 - 09/03/26	12,000,000	1031796403	3.750%	37,140
1 Yr. 09/18/25 - 09/17/26	8,000,000	1031879643	3.510%	23,138
2 Yr. 09/04/25 - 09/02/27	3,000,000	1031796462	3.550%	8,788
2 Yr. 09/11/25 - 09/09/27	2,500,000	1031836197	3.530%	7,255
2 Yr. 09/18/25 - 09/16/27	4,200,000	1031879651	3.420%	11,835
2 Yr. 09/25/25 - 09/23/27	1,900,000	1031931734	3.420%	5,351
3 Yr. 09/04/25 - 08/31/28	1,000,000	1031796497	3.520%	2,904
3 Yr. 09/11/25 - 09/07/28	500,000	1031836219	3.500%	1,443
3 Yr. 09/18/25 - 09/14/28	900,000	1031879678	3.390%	2,514
3 Yr. 09/25/25 - 09/21/28	1,000,000	1031931696	3.390%	2,791
Total Lea County State Bank CDAR	50,000,000			151,824

Capital Project	4/30/2026
Vehicles	335,354.35
Campus Master Plan	50,387.25
WHM North Gallery Renovation	500,000.00
Softball Field	500,000.00
National Track Meet	127,028.35
Technology Upgrade	1,080,805.61
Baseball Field Improvements	2,200,000.00
Website Upgrade	525,793.10
Std Ctr & Bob Moran Roof Replacement	1,500,000.00
Site Improvements - Phase 1	1,420,369.60
Workforce Development	72,195.12
Higher Learning Commission	144,491.89
Public Sector	50,000.00
Campus Security	241,654.22
Copier Replacement	164,165.95
Non-Recurring Compensation	1,553,370.48
Succession Plan	183,772.00
WHM Exhibits	150,338.94
Track Upgrades	1,000,000.00
Indoor Rodeo Arena Expansion	13,005,860.78
Watson Hall Renovation	169,367.49
Heidel Hall Renovation	4,919,497.73
Campus Housing Unit	100,778,957.36
Cafeteria Construction	19,978,667.53
Mansur Hall Remodel	5,121,653.75
Mary Hagelstein Remodel	15,068,150.25
Campus Wide Access Control	300,442.23
Dorm/Apartment Furniture Replacement	500,095.84
CORE	1,500,000.00
Quality of Life (ENMT)	245,000.00
Central Plant Expansion	11,000,000.00
Bob Moran & Pannell Library Air Handler	1,139,501.75
Perimeter Security Fencing	2,673,806.29
Rodeo Feed/Livestock	330,388.94
Rodeo Improvements	447,984.46
Equine Education Center	7,694,799.67
Campus-Wide Wireless Access Points	52,594.65
Site Improvements - Phase 2	18,417,204.55
Covenant Hospital	7,076,227.70
Baseball Field Press Box	236,875.12
John Shepherd Administration Renovation	9,967,997.70
Agricultural Education Facility	10,932,309.12
Rodeo & Ag Ed District Loop Road & Utils	12,338,506.09
Hobbs Health Walk	2,500,000.00
Caster Gym Floor Replacement	220,000.00
Caster Gym Scoreboard	200,000.00
Workforce Training Contingency	2,266.67
Total	\$258,617,882.53

Board Restricted Fund	4/30/2026
Educational Success Endowment Funds	\$100,000,000.00
Stabilization Fund	\$18,500,000.00
Total	\$118,500,000.00

NEW MEXICO JUNIOR COLLEGE

Vice President for Finance

To: New Mexico Junior College Board Members
From: Josh Morgan
Date: May 15, 2026
RE: NMJC Five-Year Capital Plan

Each year, by June 1, the Higher Education Department (HED) requires all higher education institutions to submit a Five-Year Capital Outlay Plan along with supporting documentation for their top priority funding projects. Community colleges may present their top two priority projects during the HED Capital Outlay Summer Hearings for consideration of capital outlay funding during the upcoming legislative session. HED then evaluates and ranks all submitted projects statewide to develop funding recommendations for potential state capital outlay funding support. For this year's hearing, HED will prioritize projects that address critical health, safety, code compliance, ADA, and asset protection.

Attached is the administration's recommended Five-Year Capital Plan. We are proposing the Central Plant Expansion as the top priority funding project (Institutional Priority #1) and the Vocational B Renovation as the second priority funding project (Institutional Priority #4).

Priority Funding Request #1: Central Plant Expansion

The Central Plant expansion project is being driven by NMJC's continued campus growth and the addition of new facilities, including a 200-bed student housing unit and a new cafeteria. These projects will significantly increase the campus's utility demand and bring the existing Central Plant to near maximum capacity. To effectively support this growth, a new central plant will be required to serve the additional load while also providing necessary redundancy for the existing system. The proposed facility is planned to be located just south of the Mary Hagelstein building and will tie into existing utility infrastructure serving the student housing district. Expanding central plant capacity will ensure reliable, efficient operations across campus, support future infrastructure needs, and reduce the risk of service interruptions as the College continues to grow.

Priority Funding Request #2: Vocational B Renovation

The Vocational B Renovation project is intended to address critical instructional and facility needs on campus by repurposing and modernizing the existing space to support academic

programs. As the original portion of the Don Whitaker Automotive Training Center, Vocational B will be renovated to provide a dedicated and permanent home for the Fine Arts and Graphic Design programs, while also accommodating other identified instructional and programmatic needs. The renovation will also include connecting the facility to the campus's existing central plant system, as the building has already been stubbed for this integration. Overall, the project will enhance the functionality, flexibility, and efficiency of the space, ensuring it can effectively support current and future academic offerings aligned with the College's strategic priorities.

The administration seeks your approval of the attached Five-Year Capital Plan, the Central Plant Expansion as the #1 priority funding project and the Vocational B Renovation as the #2 priority funding project.



New Mexico Department of Higher Education

2026 Summer Hearing - Five Year Capital Project Funding Plan

INSTITUTION:		New Mexico Junior College										DATE:				5/15/2026				
Institution acronym	FY25 Funding Priority #	Overall Funding Priority #	Project Title	Description	Year Project Funding will be requested	Month/Year Project to be started	Month/Year Project to be completed	Full Project	Phase	Cost of Project or Phase	Total Request from State	GOB	STB	Other	Percent of GOB or STB	Percent of Other Funding Source	Description of Other Funding Source	New Construction	Renovation	Square Footage (GSF)
NMJC	1	1	Central Plant Expansion	Plan, design, construct, furnish, equip, and install a new Central Plant to support planned student housing and future campus growth. This project will reduce demand on the existing Central Plant and ensure adequate long-term utility capacity across campus.	2026	Jul-27	Jul-28	X		\$ 9,500,000	\$ 7,125,000		X	X	75%	25%	Mill Levy	X		Adding 6,000 sf of I&G space
NMJC		2	Cafeteria	Plan, design, construct, and equip a new cafeteria. This project will modernize campus dining while supporting enrollment growth.		Jan-27	Apr-28	X		\$ 16,000,000				X		100%	Mill Levy	X		Adding 16,000 sf of Non-I&G space
NMJC		3	Roof Replacement - John Watson & Carroll Leavell Apartments	Plan, design, and replace the roof of John Watson & Carroll Leavell Student Apartments		Jul-27	Sep-27	X		\$ 750,000				X		100%	Mill Levy		X	No new square footage
NMJC	2	4	Vocational B Renovation	Plan, design, renovate, construct, and equip Vocational Building B to improve functionality and building systems. This includes connecting the facility to the Central Plant, installing an air handling system, completing general interior and exterior upgrades, and accommodate instructional space being relocated from Mary Hagelstein.	2026	Jul-27	Jul-28	X		\$ 10,000,000	\$ 7,500,000		X	X	75%	25%	Mill Levy		X	Existing 11,300 of I&G space
NMJC		5	John Shephard Administration Renovation	Plan, design, renovate, construct, and equip the John Shephard Administration Building to serve as a primary campus Welcome Center. This project will consolidate administrative offices, student services, and outreach functions into a highly visible and accessible location that improves first impressions and campus navigation.		Sep-27	Dec-28	X		\$ 18,000,000	\$ 1,000,000	X		X	6%	94%			X	Existing 11,447 of I&G space and adding 22,894 of I&G space
NMJC	3	6	Campus Safety & Infrastructure Improvements - Phase 3	Plan, design, renovate, construct, equip and install site improvements beyond Thunderbird Circle, including campus wayfinding and gateway enhancements. Focus areas include student housing, athletic facilities, and west campus connections, along with pedestrian lighting, fencing improvements between the track and Ray Birmingham Thunderbird Baseball Field, and upgrades to the Golf Facility and campus entry points.	2027	Jan-28	Dec-28	X		\$ 15,000,000	\$ 11,250,000		X	X	75%	25%	Mill Levy		X	No new square footage
NMJC		7	Workforce Housing	Plan, design, construct, furnish, equip, and install additional student housing to support Workforce Development.		Jan-28	Aug-28	X		\$ 3,500,000				X		100%	Mill Levy	X		Adding 8,000 sf of Non-I&G space

NMJC		8	CDL Building	Plan, design, construct, and equip a new metal building to replace existing portable units used for CDL training. The new facility will provide improved durability, functionality, and long-term program support.		Jan-28	Jun-28	X		\$ 1,000,000					X		100%	Mill Levy	X		Adding 6,000 sf of I&G space
NMJC		9	Hobbs Health Walk	Plan, design, reonvate, construct, and install the walking trail along Lovington Highway in partnership with the City of Hobbs and the Maddox Foundation. This project will enhance connectivity, recreation, and community integration.		Jan-28	Dec-28	X		\$ 2,500,000					X		100%	Mill Levy		X	No new square footage
NMJC		10	Softball Field	Plan, design, construct, and equip a new softball field with an associated building and bleacher seating.		Jul-28	Jul-29	X		\$ 7,000,000					X		100%	Mill Levy	X		Adding 10,000 sf of Non-I&G space
NMJC	4	11	Mary Hagelstein Renovation	Plan, design, renovate, construct, and equip IT, server, and technology systems within the Mary Hagelstein Instructional Arts Center. This includes relocating the campus fiber termination point and improving overall connectivity to support current and future technology needs.	2027	Jan-29	Dec-29	X		\$ 8,500,000	\$ 6,375,000	X		X	75%	25%	Mill Levy		X		Existing 11,533 of I&G space
NMJC	5	12	Pannell Library Renovation	Plan, design, renovate, construct, and equip Pannell Library into a modern Learning Commons that supports collaborative learning, technology integration, and flexible study environments for students.	2027	Jan-29	Dec-29	X		\$ 7,500,000	\$ 5,625,000	X		X	75%	25%	Mill Levy		X		Existing 29,514 of I&G space
NMJC	6	13	Ben Alexander Student Learning Center Renovation	Plan, design, renovate, construct, and equip the Ben Alexander Student Learning Center following relocation of cafeteria services. The project will modernize outdated spaces, address capacity constraints, and evaluate opportunities to incorporate additional office and support space.	2028	Jan-30	Dec-30	X		\$ 10,000,000	\$ 7,500,000	X		X	75%	25%	Mill Levy		X		Existing 45,023 of I&G space
NMJC	7	14	Roof Replacement - Mary Hagelstein, Central Plant, Literacy Alliance, Track Field House	Plan, design, and replace the roof of Mary Hagelstein, Central Plant, Literacy Alliance Building, & Track Field House	2028	Jul-31	Sep-31	X		\$ 850,000	\$ 637,500		X	X	75%	25%	Mill Levy		X		No new square footage
NMJC		15	Renovation of John Watson & Carroll Leavell Student Apartments	Plan, design, renovate, construct, and equip interior and exterior of the John Watson Student Apartments & Carroll Leavell Student Apartments. Improvements will modernize these facilities and align them with new housing developments.		Jul-31	Jul-32	X		\$ 15,000,000					X		100%	Mill Levy		X	Existing 67,326 sf of Non-I&G space

NEW MEXICO JUNIOR COLLEGE

Vice President for Finance

To: New Mexico Junior College Board Members

From: Josh Morgan

Date: May 15, 2026

RE: Consideration of Proposal from Border Demolition & Environmental Inc. for the Abatement & Demolition of the Buildings Located at 5419 N. Lovington Highway, Excluding the Four Medical Office Buildings

Board Members,

Administration has evaluated the condition and future use of the hospital property recently acquired by NMJC from Covenant Health and has determined that demolition of the existing structures is the most appropriate course of action to address ongoing safety, maintenance, and liability concerns while positioning the site for future institutional use.

To support this effort, NMJC obtained an abatement and demolition proposal from Border Demolition & Environmental, Inc. through the ESC Region 19 Allied States Cooperative Contract.

Project Scope

The proposal received from Border Demolition & Environmental, Inc. includes demolition and abatement of all structures and site improvements on the property, excluding the four (4) medical office buildings currently under lease. The contractor's proposal also included demolition of the on-site helipad; however, the helipad is not located on NMJC-owned property and will not be included in the scope of work performed.

While the proposal reflects a comprehensive full-site demolition approach, Administration intends to implement the project in a phased and prioritized manner.

Initial Phase (Planned Execution):

Administration anticipates proceeding initially with the abatement and demolition of the main hospital building. Administration will work with the contractor, within the approved contract framework, to refine the scope of work to be executed, including the exclusion or deferral of certain site improvements such as parking lots and other paved areas, where maintaining those improvements is determined to be beneficial for interim use and site appearance.

Importantly, Board approval of this proposal is being requested as a not-to-exceed authorization for the full proposed scope, with the understanding that actual work performed and final costs will be adjusted based on the portions of the project that Administration elects to execute.

Exclusions:

The four (4) medical office buildings on the perimeter of the property are excluded from this project and will remain in operation until existing leases expire.

Project Cost

Based on the proposal received, the total estimated project cost is as follows:

- Demolition: \$2,055,000
- Abatement: \$506,983 (inclusive of all identified abatement work; this total may be reduced by up to \$239,601 pending final testing results)
- Payment & Performance Bonds (2.5%): \$64,049
- Gross Receipts Tax (6.5625%): \$172,333

Total Estimated Project Cost: \$2,798,366, inclusive of demolition, abatement, bonds, and applicable gross receipts tax.

Funding

Funds have been previously designated to support this effort. As of April 2026, \$7,076,227 has been allocated for the hospital demolition project, which is sufficient to cover the estimated project cost and any potential contingencies.

Procurement Method

The proposal is being procured through the ESC Region 19 cooperative purchasing contract, ensuring compliance with procurement requirements while leveraging competitively established pricing.

Recommendation

Administration recommends that the NMJC Board approve moving forward with the demolition of the former hospital property, including authorization to execute the necessary contracts and proceed with the project within the proposed budget.

This action will eliminate ongoing maintenance and safety concerns, reduce liability exposure, and allow the College to strategically plan for future use of the site, while maintaining continuity of operations for current tenants in the adjacent medical office buildings until lease terms are fulfilled.

Requested Action

Approve administration's request to proceed with the NMJC Hospital Demolition Project, including acceptance of the Border Demolition & Environmental proposal in the amount of \$2,798,366, and authorize execution of all necessary agreements.

BORDER

DEMOLITION & ENVIRONMENTAL INC

May 7, 2026

Dr. Charley Carroll
NMJC
575-492-2660

RE: NMJC Hospital Demolition R1

Border Demolition and Environmental, Inc. is pleased to submit the following proposal for the above referenced project. This proposal is inclusive of all labor, material, equipment and disposal required to complete this project in accordance with all Federal, State and local regulations governing the scope of work.

Demolition

Main

Additions Roof	34826	SF
Black Roof	18690	SF
Old Roof	30310	SF
Ext Walls Brick	106573	SF
Elevated Slabs	1111	SF
SOG	83133	SF
Cnt Footings	14011.5	CF
Spot Footings	2925	CF
Large Spot Footings	9234	CF
Mtl Bldg Roof	3006	SF
Mtl Bldg Walls	3036	SF
Interior Walls	271470	SF
Elevated Tower Slabs	56387	SF
Millwork	552	CY
Beds	83	CY

Demo subtotal: \$ 1,238,000.00

Pavillion Bldg

Ext Walls Masonry	40855	SF
Ext CMU and Brick Walls	5006	SF
Penthouse Stucco Walls	1903	SF
Roof	33715	SF
SOG	30392	SF
Spot Footings	3450	CF
Elevated Slab	20514	SF
Courtyard Walls	1043	SF
Cnt Footings	5334	CF
Interior Walls	79210	SF
Gym Floor	2470	SF
Millwork	150	CY
Stucco	5050	SF

Demo subtotal: \$ 406,000.00

BORDER

DEMOLITION & ENVIRONMENTAL INC

Site

Curb & Gutter	7893
Asphalt Paving	205579
Sidewalk	576
Sidewalk	1055
Sidewalk	31114
Light Poles	24
Helipad Asphalt	11478
N Tank Pad	410
Metal Fence	1255
Loading Dock Walls	1340
Loading Dock Pavement	4075
Trees	12
Large Trees	5
Canopies	2
Cooling Tower Pads	840

Demo subtotal: \$411,000.00

Abatement

Item	Material Description	QTY
1a.	First Floor – Respirator Therapy Area 12x12 Top Layer Floor Tile w/Black Mastic	Approx. 2,500 SF
1b.	First Floor – Hot Lab Fume Hood Panel	Approx. 20 SF
1c.	First Floor – Six Rooms w/Lead Shielding	6 Rooms
3a.	Third Floor – 12x12 Bottom Layer Tile w/Black Mastic	Approx. 10,000 SF
4a.	Fourth Floor – 12x12 Bottom Layer Floor Tile w/Black Mastic	Approx. 16,000 SF
5a.	Pavilion Second Floor - White Sealant on pipes above ceiling	Approx. 200 SF

Abatement subtotal: \$ 267,381.83

BORDER

DEMOLITION & ENVIRONMENTAL INC

Item	Material Description	QTY
2a.	Second Floor – White Joint Compound on Walls	Approx. 20,000 SF

***This abatement may not be needed if point count comes back at <1%**

Abatement subtotal: \$ 239,601.20

****Demo quantities are approximate***

Includes:

- High-reach excavator
- SWPPP and measures
- Hauling/Disposal to certified landfill / recycling centers
- NM Department of Public Works Wage Rates

Excludes:

- 3rd party environmental air monitoring
- TDSHS Fees
- Costs for third-party payment app (Textura, Procore, etc.)
- Costs for third-party pre-qualification entities (ISNet, Avetta, etc.)
- Unforeseen Conditions
- Basements
- Drilled Piers
- Sawcut and Demo Limit Layouts
- Multiple Mobilizations
- Sealing opening/ weatherizing building
- Any work not specifically noted above
- Traffic Control/ Sidewalk closures-Barricades
- Temporary dust partitions
- Flooring adhesive, thinset, grout removal
- Any work that relates to new work
- M.E.P. disconnections or re-routing-
- Asbestos or Hazardous Material Abatement
- Temporary security fencing
- Temporary Water or Electricity
- Shoring & Bracing, Planking
- Scaffolding
- Utility Lines Make Safe
- Backfill and Site Restoration – Grading- Over Excavation
- Engineer Surveying
- Repair-Patch Walls/ Floors
- Salvage to Contractor. All scrap/salvage material to be Property of subcontractor unless specifically noted otherwise

- ***If Payment & Performance is Required, please add 2.5%***

Proposal is a lump sum quote. Any breakdowns shown are for accounting purposes only. Any changes in scope will be priced via a revised proposal.

B**RDER**

DEMOLITION & ENVIRONMENTAL INC

Price includes \$2 Million GL, \$1 Million Auto, \$1 Million WC, and \$3 Million Umbrella Insurance All work will be performed in compliance with state, local, and federal rules and regulations.

Demo Total: \$ 2,055,000.00

Abatement Total: \$506,983.03

Payment and Performance Bonds 2.5%: \$64,049.58

Lea County NMGRT 6.5625% : \$172,333.39

I appreciate the opportunity to provide you with this proposal and look forward to working with you. If you have any questions or comments, feel free to call me at (915) 860-8855.

Thank you,

David Acosta

David Acosta -Estimator

DEMOLITION LIMITS
SITE PLAN



White Sands Healthcare



Helipad



Sarah C. Yue, FNP



Lea County Childrens Clinic



Redeemer Church of Hobbs



Google Maps

May 8, 2026
Dr. Charley Carroll
New Mexico Junior College

**RE: NMJC Hospital Demolition & Abatement - ESC Region 19 Allied States Cooperative
Contract No. 22-7440**

Based on our review of this project, for the above-mentioned site, Border Demolition & Environmental Inc. (Border) is pleased to furnish the following proposal for the above captioned project. This proposal is inclusive of all labor, materials, equipment and disposal required to complete this project in accordance with all Federal, State and Local regulations governing the scope of work.

Demolition					
Supplemental Price List: Item Number	Description	Quantity	Unit	Unit Price	Total
	Demolition				
128C	Demolition of walls – Masonry	153,477	SF	\$6.70	\$ 1,028,295.90
128A1	Demolition of walls – on wood/metal frame	352,583	SF	\$1.53	\$ 539,451.99
128A1	Demolition of ceilings – on wood/metal frame	194,442	SF	\$1.53	\$ 297,496.26
128A2	Demolition of ceilings – on suspension system	194,442	SF	\$.43	\$ 83,610.06
119C	Remove built-up roofing, 5 ply construction debris (Non-ACM)	117,541	SF	\$.85	\$ 99,909.85
113C	Removal wall partitions, Non-ACM metal partitions	3,817	SF	\$1.60	\$ 6,107.20
128D	Demolition of walls - Concrete	766	SF	\$2.72	\$ 2,083.52
	Demolition Subtotal				\$ 2,056,954.78
	Marginal Adjustment				(\$ 1,954.78)
	Demolition Total				\$ 2,055,000.00

Abatement

Supplemental Price List: Item Number	Description	Quantity	Unit	Unit Price	Total
1	Contractors equipment and personal set-up at job site and move-out at completion of work. This cost also to include the construction and dismantling of decontamination facilities and showers.	8	LS	\$ 450.00	\$ 3,600.00
2C	Special cleaning of walls, floors or directed surfaces for lead dust	3241	SF	\$ 0.52	\$ 1,685.32
3A	Masking and sealing with plastic sheeting, Single Layer (6-mil) (Splash Guard)	78808	SF	\$ 1.09	\$ 85,900.72
3B	Masking and sealing with plastic sheeting, Double Layer (6-mil) (Criticals)	4604	SF	\$ 1.68	\$ 7,734.72
110B	Remove asbestos insulation from fittings only using glove bags	200	SF	\$ 2.13	\$ 426.00
124A	Remove cove moulding, 4" cove	2867	SF	\$ 0.36	\$ 1,032.12
114A	Remove vinyl asbestos tile (VAT) and mastic on a concrete floor, remove single layer VAT and mastic (1st, 3rd, 4th Floor)	28500	SF	\$ 2.57	\$ 73,245.00
114B	Additional layers of vinyl asbestos tile (VAT) (2nd & 3rd Floor)	26000	SF	\$ 1.26	\$ 32,760.00
114B	Additional layers of vinyl asbestos tile (VAT) (3rd Floor)	16000	SF	\$ 1.26	\$ 20,160.00
112A	Remove rigid ACM panel boards (Flume Hood Panel)	20	SF	\$ 2.04	\$ 40.80
Non-Prepriced Item	Remove Sheetrock/Lead Shielding (1st Floor X-ray rooms)	3233	SF	\$ 5.00	\$ 16,165.00
Non-Prepriced Item	5% discount on Non-Prepriced Item	3233	SF	\$ (0.25)	\$ (808.25)
302	Spray a "lockdown" mist on "bared" surfaces and on containment enclosure poly.	78808	SF	\$ 0.30	\$ 23,642.40
401	air monitoring, workers	8	EA	\$ 111.00	\$ 888.00
503	Dumpsite disposal charge for lead waste	2	EA	\$ 455.00	\$ 910.00
	Abatement Subtotal				\$267,381.83

***Abatement (2nd Floor White Joint Compound on Walls)**

Supplemental Price List: Item Number	Description	Quantity	Unit	Unit Price	Total
1	Contractors equipment and personal set-up at job site and move-out at completion of work. This cost also to include the construction and dismantling of decontamination facilities and showers.	2	LS	\$ 450.00	\$ 900.00
2A	Special cleaning of walls and floors or directed surfaces for asbestos fiber control	20000	SF	\$ 0.52	\$ 10,400.00
3A	Masking and sealing with plastic sheeting, Double Layer (6-mil)	17880	SF	\$ 1.09	\$ 19,489.20
3B	Masking and sealing with plastic sheeting, Single Layer (4-mil)	16000	SF	\$ 1.68	\$ 26,880.00
128A2	Demolition of walls/ceiling on suspension system	16000	SF	\$ 0.43	\$ 6,880.00
Non-Prepriced Item	Remove ACM sheetrock - white joint compound on walls	20000	SF	\$ 8.64	\$ 172,800.00
Non-Prepriced Item	5% discount on Non-Prepriced item	20000	SF	\$ (0.44)	\$ (8,800.00)
302	Spray a "lockdown" mist on "bared" surfaces and on containment enclosure poly.	33880	SF	\$ 0.30	\$ 10,164.00
401	air monitoring, workers	8	EA	\$ 111.00	\$ 888.00
	Abatement subtotal				\$239,601.20

***This abatement may not be needed if point count comes back at <1%**

Total: \$2,561,983.03

Payment & Performance Bonds: \$64,049.58

Lea County Hobbs NMGR : \$172,333.39

Should you have any additional questions, please feel free to contact our office at (915) 860-8855.

Respectfully,

David Acosta

David Acosta
Border Demotion & Environmental Inc

NEW MEXICO JUNIOR COLLEGE

Vice President for Finance

To: New Mexico Junior College Board Members
From: Josh Morgan
Date: May 15, 2026
**RE: Consideration to Transfer from Reserves to Capital for the Vocational B
Renovation Programming Design Phase**

Board Members,

Administration is in the early planning stages of the proposed renovation of the Vocational B facility on campus. Vocational B represents the original portion of the Don Whitaker Automotive Training Center and remains a key instructional space for the College.

This project is intended to support the long-term needs of the College by providing an appropriate and permanent home for the Fine Arts and Graphic Design programs, as well as addressing other identified programmatic and facility needs within Vocational B building.

As part of the capital outlay planning process, it is critical that NMJC advance this project to a level of readiness that allows it to be presented as a priority project to the Higher Education Department (HED) Capital Outlay Committee during the Summer 2026 hearings.

Programming Phase

To support this effort, NMJC has received a proposal from Dekker for the initial programming phase of the project. This phase will:

- Identify project scope and space needs
- Engage key stakeholders to define project vision and goals
- Develop a program of spaces, adjacency diagrams, and preliminary building test fit

This phase is essential to establish a clear and credible project definition, which is a key requirement for advancing capital outlay funding requests at the state level.

The estimated cost for the programming phase is approximately \$23,112.90, inclusive of gross receipts tax.

Funding Request

Administration is requesting approval to transfer \$50,000 from reserves to the capital budget for the Vocational B Renovation Project.

This allocation will:

- Provide sufficient funding to complete the programming phase
- Allow flexibility for any additional preliminary planning needs
- Position NMJC to present a well-defined and competitive project to the HED Capital Outlay Committee

Recommendation

Administration recommends approval of the requested fund transfer to support advancement of the Vocational B renovation project into the programming phase.

Advancing this work is a critical step in ensuring the College is prepared to seek state capital outlay funding and to demonstrate readiness to proceed with a priority capital project.

Requested Action

Approve the transfer of \$50,000 from reserves to the capital budget for the Vocational B Renovation Project to support the programming design phase and related preliminary planning efforts.

AMENDMENT TO EMPLOYMENT AGREEMENT BY AND BETWEEN
NEW MEXICO JUNIOR COLLEGE AND CATHY MITCHELL

This Amendment ("Amendment") to the Employment Agreement by and between NEW MEXICO JUNIOR COLLEGE ("College") and CATHY MITCHELL ("Mitchell") is effective July 1, 2026.

WITNESSETH:

WHEREAS, on January 16, 2025, College and Mitchell entered into an Employment Agreement dated effective January 17, 2025 ("Agreement").

WHEREAS, College and Mitchell mutually agree to amend the Agreement as set forth below.

NOW, THEREFORE, the parties agree to amend the Agreement as follows:

1. Section 3 of the Agreement is amended to extend the term of the Agreement, with the Agreement to expire on the earlier of: (i) June 30, 2027; (ii) the date a full-time President is appointed and commences employment at the College; or (iii) as otherwise provided in this Agreement.

2. Section 4 of the Agreement is amended by adding the following to said Section:

“For fiscal year July 1, 2026, through June 30, 2027, the annual salary shall be Two Hundred Thirty Thousand Dollars (\$230,000.00).”

3. Section 9 of the Agreement is amended by adding the following to said Section:

“During the period from July 1, 2026, through the end of the term of this Agreement, Mitchell shall accrue paid vacation at the rate of 7.69 hours per pay period in addition to the recognized paid holidays of the College. The use of any such vacation is to be determined by the Chair of the Board of the College and Mitchell.”

4. All other provisions of the Agreement, except as specifically changed or modified herein, are ratified and approved.

IN WITNESS WHEREOF, the parties have executed this Amendment effective the date and year first above written.

NEW MEXICO JUNIOR COLLEGE

By: _____
Travis Glenn, Chair

Cathy Mitchell

New Mexico Junior College (NMJC)

Building and Facility Honorary Naming Policy

Policy Title: Honorary Naming of Buildings, Facilities, and Significant Campus Spaces

Policy Owner: Office of the President

Approval Authority: NMJC Board of Directors

Effective Date: [Insert Date]

1. PURPOSE

The purpose of this policy is to establish clear, consistent, and transparent guidelines for the honorary naming of buildings, facilities, and significant campus spaces at New Mexico Junior College (NMJC).

This policy ensures that naming decisions align with the College's mission, values, legal obligations, and long-term institutional interests, while honoring individuals or entities whose service, leadership, or legacy have significantly advanced NMJC.

2. SCOPE

This policy applies to the naming, renaming, or removal of names for all NMJC-owned or NMJC-controlled buildings, structures, outdoor spaces, and significant interior spaces, including but not limited to academic buildings, residence facilities, athletic facilities, and similar facilities.

When building or facility naming opportunities are limited or unavailable, NMJC may recognize individuals or entities through alternative means consistent with the College's mission and institutional priorities.

This policy governs naming only and does not restrict, prescribe, or define the functional use, programming, or operational designation of any building, facility, or space. Functional or programmatic names (e.g., "Student Residence," "Science Building," or "Academic Center") may be assigned, modified, or discontinued administratively and are not subject to this policy.

3. GUIDING PRINCIPLES

All naming decisions must preserve the integrity, reputation, and public trust of NMJC. Naming rights are a privilege granted by the College and do not confer ownership or governance authority.

Naming decisions at NMJC shall be guided by the following principles:

- A. Alignment with Mission and Values
Names should reflect NMJC's mission, educational purpose, ethical standards, and commitment to inclusivity, integrity, and service.
 - B. Institutional Integrity
Naming shall not compromise academic freedom, institutional independence, or the public trust.
 - C. Permanence and Stewardship
Naming confers long-term recognition, and must be considered with respect to institutional history and future priorities
 - D. Transparency and Accountability
The naming process shall be clearly defined and include appropriate review and approval.
-

4. POLICY STATEMENT

New Mexico Junior College may name or rename buildings, facilities, and significant campus spaces to:

- A. Recognize outstanding service or achievement
- B. Honor individuals or entities whose legacy has had a lasting and positive impact on the College
- C. Preserve institutional history and commemorate foundational or transformational contributions
- D. Advance the College's mission and public purpose

Naming shall not be offered, negotiated, or granted in exchange for monetary or other financial contributions.

5. NAMING CONVENTIONS AND HISTORICAL TRADITIONS

NMJC recognizes a longstanding tradition of naming buildings and facilities after individuals whose leadership, advocacy, or public service played a foundational or transformational role in the College's development. Historically, naming has reflected one or more of the following:

- A. Founding leaders whose vision and efforts directly contributed to the creation of NMJC
- B. Former presidents or senior administrators with lasting institutional impact
- C. Elected officials or governing bodies whose actions were instrumental to the College's development.
- D. Individuals or families whose civic or institutional contributions significantly advanced NMJC's mission

This policy formalizes and continues these traditions while ensuring consistency and transparency. Historical practices shall inform—but not limit—the NMJC Board of Directors in future naming decisions.

6. ELIGIBILITY FOR NAMING

Eligibility establishes who may be considered for honorary naming.

Buildings, facilities, or spaces may be assigned Honorary Names, subject to Board approval, in recognition of:

- A. Individuals who have made extraordinary and lasting contributions to NMJC, higher education, or public service
- B. Distinguished alumni whose achievements bring significant honor to the College
- C. Organizations, public entities, or groups whose sustained leadership or partnership has significantly advanced NMJC's mission

Eligibility for consideration does not guarantee approval.

Naming shall not be granted solely on the basis of financial contributions, political office, donor status, or position held, absent qualifying service, impact, or legacy consistent with this policy.

7. NAMING AND RECOGNITION STANDARDS

Naming and recognition standards establish how honorary names are structured and presented across the institution to ensure clarity, consistency, and fairness.

- A. A building or facility may be named for only one individual or one family
- B. Joint, compound, or co-named buildings are not permitted
- C. The official name shall be applied consistently in all College records, communications, and signage
- D. The College reserves the right to standardize naming formats across campus

Additional individuals may be recognized through alternative means, including:

- Interior plaques or commemorative displays
- Donor or recognition walls
- Named rooms, spaces, programs, or initiatives (as permitted by applicable policies)

Honorary naming does not confer ownership, control, governance authority, or decision-making rights.

8. NAMING CRITERIA

Naming criteria establish the standards by which eligible candidates are evaluated.

Honorary naming may be considered only when the proposed namesake demonstrates distinction warranting long-term institutional recognition. NMJC shall evaluate whether the nominee has:

- A. Rendered extraordinary, sustained, and measurable impact on the College or community
- B. Made lasting and distinctive contributions aligned with NMJC's mission and public purpose
- C. Demonstrated integrity, character, and conduct consistent with College values
- D. Established a broadly recognized and enduring legacy appropriate for long-term recognition

Honorary naming is generally considered following completion of service or affiliation, and often posthumously, unless otherwise approved by the Board.

9. RESTRICTIONS AND LIMITATIONS

To protect institutional integrity:

- A. Naming shall not be granted in exchange for monetary gifts or financial commitments
- B. Naming shall not be subject to conditions inconsistent with NMJC policies, mission, or academic independence
- C. Naming shall not create actual or perceived conflicts of interest
- D. No commitment - formal or informal- shall be made prior to completing the approval process
- E. All decisions remain subject to final approval by the NMJC Board of Directors

The College reserves the right to decline proposals not in its best long-term interests.

10. EXTERIOR BUILDING NAME AND INTERIOR RECOGNITION

NMJC retains authority over the form, wording, and placement of naming recognition.

- A. Exterior signage may display only a surname or family name, consistent with campus standards
- B. Full recognition may be provided through interior plaques or displays
- C. All signage shall align with institutional branding and design standards

Final determinations rest with the Board upon recommendation of the President.

11. NAMING AUTHORITY AND APPROVAL

A. Authority

- The NMJC Board of Directors retains sole and final authority over all naming decisions and exceptions to this policy.
- The Board retains full and absolute discretion in exercising this authority.
- The President may review, recommend, or decline proposals before Board consideration.

B. Origin of Recommendations

Proposals may originate from any member of the community.

C. Review Considerations

All proposals shall be evaluated for:

- 1) Alignment with mission
- 2) Due diligence on the namesake
- 3) Legal, financial, and reputational considerations

12. NAMING PROCESS

A. Submission

Proposals must include name, rationale, and supporting background.

B. Administrative Review

The President or designee evaluates consistency with policy.

C. Board Action

Qualified proposals are presented for final approval. The College is not obligated to advance any proposal for Board consideration.

13. DURATION OF NAMING

Naming is intended to be long-term and enduring, but remains subject to review under Section 14. Time-limited naming may be approved when in the College's best interest.

14. REVIEW, REMOVAL, OR RENAMING

NMJC reserves the right to review and modify naming decisions when circumstances warrant.

A reasonable, good-faith review shall be conducted if:

- New information conflicts with NMJC values
- The namesake's reputation causes harm to the institution
- Legal or regulatory requirements arise
- Institutional priorities change

The Board retains full discretion in determining appropriate action.

15. NO ENDORSEMENT

The naming does not imply endorsement of the namesake's views, beliefs, political positions, or affiliations.

16. DEFINITIONS

- **Building:** A permanent structure used for academic, administrative, residential, operational, or institutional purposes.
 - **Facility:** A specialized structure or space, including athletic, cultural, service-related, or support venues.
 - **Functional Name:** A non-honoric designation based on a building's function, use, location, or physical, geographic, or cultural characteristics. Functional Names may be assigned, modified, or discontinued administratively and do not recognize an individual or entity.
 - **Honorary Name:** A designation recognizing or commemorating an individual, family, organization, or group based on service, leadership, or historical significance and subject to approval under this policy.
 - **Namesake:** The individual, family, or entity for whom a facility is named.
 - **Significant Campus Space:** A clearly identifiable interior or exterior area of prominence or institutional importance.
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17. IMPLEMENTATION AND REVIEW

The President is responsible for implementing this policy and ensuring compliance. This policy shall be reviewed periodically by the NMJC Board of Directors and updated as necessary.

18. REFERENCES & RELATED POLICIES

- NMJC Mission, Vision, and Values
 - NMJC Board of Directors Policy
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19. EFFECTIVE DATE

This policy shall become effective upon approval by the New Mexico Junior College Board of Directors.

New Mexico Junior College

Office of the President

5317 Lovington Highway, Hobbs, NM 88240

Phone (575) 392-5004

MEMORANDUM

Date: May 21, 2026
To: New Mexico Junior College Board Members
From: Cathy Mitchell
Subject: Consideration of Relocating the C.M. Burke Name

Background

The Pannell Library currently bears the name of C.M. Burke (sp) in recognition of his contributions and legacy at New Mexico Junior College. The NMJC naming policy, however, prohibits multiple family or individual names from being assigned to a single building. The current naming structure does not align with this policy.

Consideration

To ensure compliance with NMJC's established naming policy, it is appropriate to consider relocating the C.M. Burke name to another existing or future building. This approach allows the College to continue honoring Mr. Burk's contributions while maintaining consistency with institutional guidelines and preserving clear and appropriate naming designations across campus facilities.

Recommendation

It is recommended that the New Mexico Junior College Board approve the relocation of the C.M. Burke name from Pannell Library to another current or future campus building, with the final designation to be brought back to the Board for approval at a later date.

New Mexico Junior College

Office of the President

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MEMORANDUM

Date: May 21, 2026
To: New Mexico Junior College Board Members
From: Cathy Mitchell
Subject: Consideration of Calendar Variance for Good Friday

Background

The NMJC Employee Handbook states that when Good Friday falls during Spring Break, no additional holiday is provided in lieu of Good Friday. For the 2026–2027 academic year, Good Friday occurs during the scheduled Spring Break, resulting in employees not receiving the additional day off.

Consideration

Granting a variance for this academic year would address this unique calendar alignment and support employee morale.

Recommendation

It is recommended that the New Mexico Junior College Board approve a variance to the current policy for the 2026–2027 academic calendar and designate Friday, March 19, as an official NMJC holiday in lieu of Good Friday.

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MEMORANDUM

Date: May 21, 2026
To: New Mexico Junior College Board Members
From: Cathy Mitchell
Subject: Cancellation of June Board Meeting

Background

The regularly scheduled Board meeting for June is approaching; however, due to scheduling conflicts, both Interim President Cathy Mitchell and Scotty Holloman will be out of town and unavailable to attend.

Consideration

Given the anticipated absences and the fact that currently there are no time-sensitive agenda items requiring Board action before the next regularly scheduled meeting.

Recommendation

It is recommended that the New Mexico Junior College Board cancel the June Board meeting and resume its regular meeting schedule in July.