

NEW MEXICO JUNIOR COLLEGE

BOARD MEETING

Friday, October 31, 2014

Zia Room – Library

1:30 p.m.

AGENDA

- | | |
|---|-------------------|
| A. Welcome | Pat Chappelle |
| B. Adoption of Agenda | Pat Chappelle |
| C. Approval of Minutes of September 18, 2014 | Pat Chappelle |
| D. President's Report | Steve McCleery |
| E. New Business | |
| 1. Monthly Expenditures Report | Dan Hardin |
| 2. Monthly Revenue Report | Dan Hardin |
| 3. Oil and Gas Revenue Report | Dan Hardin |
| 4. Schedule of Investments | Dan Hardin |
| 5. Fiscal Watch Report | Dan Hardin |
| 6. Consideration of Energy Technology Training | Dan Hardin |
| 7. Consideration of Conveyance of land to Lea County | Dan Hardin |
| 8. Consideration of Insurance Bid #1068 | Regina Choate |
| 9. Consideration of Titanic Proposal | Darrell Beauchamp |
| 10. Consideration of Resolution | Steve McCleery |
| 11. Consideration of Professor of Automotive Technology - GM | August Fons |
| 12. Consideration of Career Support Technician – TAACCCT Grant | Jeff McCool |
| 13. Consideration of Administrative Assistant – Training & Outreach | Jeff McCool |
| 14. Consideration of Coordinator of Facility Scheduling | Jeff McCool |
| 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

SEPTEMBER 18, 2014

MINUTES

The New Mexico Junior College Board met on Thursday, September 18, 2014, beginning at 4:00 p.m. in the Zia Room of Pannell Library. The following members were present: Ms. Patricia Chappelle, Madam Chair; Mr. Ron Black, Secretary; Mr. Travis Glenn; Mrs. Mary Lou Vinson; Mr. Manny Gomez; Mr. Zeak Williams; and Mr. Hector Baeza.

Ms. Chappelle called the meeting to order and welcomed visitors and guests present: Denise Marquez, News-Sun.

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

Upon a motion by Mrs. Vinson, seconded by Mr. Williams, the Board unanimously approved the minutes of August 21, 2014.

Under President's Report, Pillars of Education were presented to Bonnie Moran for 18 years of educational partnership and Jerri Shields for 31 years of service and dedication to NMJC. Jeff McCool presented NMJC Non-credit Workforce Training Participants and Contact Hours report for 2013.

Under New Business, Dan Hardin presented the August financial reports. Upon a motion by Mr. Black, seconded by Mr. Gomez, the Board unanimously approved the Expenditure Report for August, 2014. In addition, the Revenue Report, Oil and Gas Revenue Report, and Schedule of Investments Report were reviewed.

Mr. Hardin presented a renewal request of the Research & Public Service Projects (RPSP). The project listed as Nurse Expansion was revised to Nurse Education. Upon a motion by Mr. Black, seconded by Mr. Glenn, the Board unanimously approved the requests.

Josh Morgan presented a Disposition of Inventory request along with a list of the inventory and non-inventory items to be sold at public auction. Upon a motion by Mr. Black, seconded by Mr. Gomez, the Board unanimously approved this request.

Dr. Steve McCleery presented a request from the City of Hobbs that NMJC assist with the annual operation and maintenance cost of the Health and Wellness Learning Center by providing \$300,000 annually toward the operation of the facility. Hobbs Mayor Cobb and Hobbs City Manager Murphy were present to answer questions from the board. The City of Hobbs will manage the Center with several partners assisting with the operation and maintenance cost. Upon a motion by Mr. Gomez, seconded by Mr. Baeza, the Board unanimously approved the request.

August Fons recommended Mr. Kelley R. Williams for the Professor of Automotive Technology – Ford ASSET Program position at a nine month salary of \$57,200. Upon a motion by Mr. Glenn, seconded by Mrs. Vinson, the Board unanimously approved the employment of Mr. Kelley R. Williams, effective November 10, 2014.

Dr. Steve McCleery recommended Mrs. Norma Faught for the Executive Assistant to the President position at a 12 month salary of \$60,500. Upon a motion by Mr. Black, seconded by Mrs. Vinson, the Board unanimously approved the employment of Mrs. Norma Faught, effective September 18, 2014.

Dr. Steve McCleery read a Retirement Resolution giving special recognition and appreciation to Jerri Shields for 31 years of service and dedication to NMJC. Upon a motion by Mr. Black, seconded by Mr. Glenn, the Board unanimously approved the resolution.

Ms. Chappelle called for comments from the public. There being none, the next regular board meeting for the month of October was postponed to be scheduled at a later date.

Mr. Black moved the board go into closed session. Mrs. Vinson seconded the motion. The roll call vote was as follows: Mr. Glenn – yes; Ms. Chappelle – yes; Mr. Black – yes; Mrs. Vinson – yes; Mr. Baeza – yes; Mr. Williams – yes; and Mr. Gomez – 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. Black, seconded by Mr. Gomez, the board meeting adjourned at 5:30 p.m.

NEW MEXICO JUNIOR COLLEGE
Expenditure Report
September 2014

25% of Year Completed

Fund	2013-14			2014-15			
	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	9,106,822	1,930,215	21%	9,731,091	799,308	1,928,139	20%
Academic Support	2,259,588	567,635	25%	2,273,743	212,367	588,816	26%
Student Services	1,823,694	410,276	22%	1,840,687	188,439	441,095	24%
Institutional Support	3,337,419	929,863	28%	3,528,284	395,561	1,156,994	33%
Operation & Maintenance of Plant	3,288,327	838,360	25%	3,541,829	340,672	1,023,243	29%
Subtotal - Instruction & General	19,815,850	4,676,349	24%	20,915,634	1,936,347	5,138,287	25%
Student Activities	0	0	0%	0	0		0%
Research	0	0	0%	0	0		0%
Public Service	0	0	0%	0	0		0%
Internal Service Departments	84,909	17,003	20%	87,145	833	136,664	157%
Student Aid	568,551	376,164	66%	593,551	23,279	399,217	67%
Auxiliary Enterprises	1,799,060	595,977	33%	1,800,693	261,265	797,878	44%
Athletics	1,019,727	441,740	43%	1,029,348	91,922	450,502	44%
Total Current Unrestricted Fund	23,288,097	6,107,233	26%	24,426,371	2,313,646	6,922,548	28%
CURRENT RESTRICTED FUND							
Grants	1,280,443	211,601	17%	1,157,859	2,601	291,940	25%
Student Aid	5,033,468	2,270,332	45%	5,033,468	211,965	1,810,364	36%
Total Current Restricted Fund	6,313,911	2,481,933	39%	6,191,327	214,566	2,102,304	34%
PLANT FUNDS							
Capital Outlay / Bldg. Renewal & Repl.							
Projects from Institutional Funds	12,787,830	4,861,608	38%	8,757,760	168,610	1,922,199	22%
Projects from State GOB Funds	3,324,582	2,708,389	81%	3,050,000	39,109	2,495,131	0%
Projects from State STB Funds	1,487,000	1,017,500	68%	0	0	0	0%
Projects from General Fund	0	5,766	0%	0	0	3,856	0%
Projects from Private Funds	0	0	0%	0	0	0	0%
Projects from State ER&R	671,725	264,482	39%	332,720	110,434	197,277	59%
Projects from State BR&R	1,003,998	406,919	41%	597,281	0	240,082	40%
Subtotal - Capital and BR&R	19,275,135	9,264,664	48%	12,737,761	318,153	4,858,545	38%
Debt Service Revenue Bonds	0	0	0%	276,000	0	0	0%
Total Plant Funds	19,275,135	9,264,664	48%	13,013,761	318,153	4,858,545	37%
GRAND TOTAL EXPENDITURES	48,877,143	17,853,830	37%	43,631,459	2,846,365	13,883,397	32%

NEW MEXICO JUNIOR COLLEGE

Revenue Report

September 2014

25% of Year Completed

Fund	2013-14			2014-15			
	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	3,684,200	2,065,648	56%	3,684,200	29,619	1,941,697	53%
State Appropriations	5,933,300	1,472,850	25%	6,047,200	498,490	1,558,064	26%
Advalorem Taxes - Oil and Gas	6,455,000	1,676,131	26%	7,235,000	465,000	1,395,000	19%
Advalorem Taxes - Property	5,455,000	0	0%	6,003,500		0	0%
Interest Income	5,000	205	4%	4,000	377	428	11%
Other Revenues	356,361	17,265	5%	368,161	9,410	45,697	12%
Subtotal - Instruction & General	21,888,861	5,232,099	24%	23,342,061	1,002,896	4,940,886	21%
Student Activities	0	0	0%	0	0	0	0%
Public Service	0	0	0%	0	0	0	0%
Internal Service Departments	24,000	1,240	5%	27,000	2,444	2,444	9%
Auxiliary Enterprises	2,213,000	1,024,192	46%	2,251,000	53,073	1,235,612	55%
Athletics	330,900	54,850	17%	483,400	40,283	123,650	26%
Total Current Unrestricted	24,456,761	6,312,381	26%	26,103,461	1,098,696	6,302,592	24%
CURRENT RESTRICTED FUND							
Grants	1,179,460	227,526	19%	1,157,859	0	291,959	25%
Student Aid	5,033,468	1,816,541	36%	5,033,468	1,306,816	1,475,756	29%
Total Current Restricted	6,212,928	2,044,067	33%	6,191,327	1,306,816	1,767,715	29%
PLANT FUNDS							
Capital Outlay / Bldg. Renewal & Repl.							
Projects from State GOB Funds	0	0	0%	3,300,000	0	308,002	0%
Projects from State STB Funds	427,000	0	0%	0	0	0	0%
Projects from General Fund	0	0	0%	0	0	0	0%
Projects from Private Funds	0	0	0%	0	0	0	0%
Interest Income (LGIP)	30,000	2,499	8%	10,000	1,266	2,868	29%
Total Plant Funds	457,000	2,499	1%	3,310,000	1,266	310,870	9%
GRAND TOTAL REVENUES	31,126,689	8,358,947	27%	35,604,788	2,406,778	8,381,177	24%

NEW MEXICO JUNIOR COLLEGE

Oil and Gas Revenue Report

June 2014

100% of Year Completed

		OIL		GAS		COMBINED		
Sales	Month of	Price per BBL	Lea County BBLs sold	Price per MCF	Lea County MCF sold	Monthly Revenue	2013-14 Original Budget	Variance Over (Under) Budget
	Distribution							
Actual	July	\$78.08	3,279,028	\$4.85	14,257,158	954,096	400,000	554,096
Actual	August	\$101.07	3,476,512	\$5.42	14,665,344	1,125,403	400,000	725,403
Actual	September	\$98.84	3,762,573	\$5.45	14,007,090	1,088,774	400,000	688,774
Actual	October	\$95.40	3,762,573	\$5.33	14,009,326	1,116,908	400,000	716,908
Actual	November	\$85.92	3,557,485	\$5.01	11,154,125	975,616	400,000	575,616
Actual	December	\$90.13	3,923,578	\$5.26	14,457,089	1,077,205	400,000	677,205
Actual	January	\$86.42	4,119,290	\$5.78	14,875,094	1,007,147	400,000	607,147
Actual	February	\$86.78	4,180,229	\$6.48	15,047,473	1,023,905	400,000	623,905
Actual	March	\$89.97	4,259,131	\$5.43	15,804,432	1,250,041	400,000	850,041
Actual	April	\$89.49	4,554,723	\$5.33	14,952,547	1,109,141	400,000	709,141
Actual	May	\$92.50	4,549,154	\$5.51	15,732,317	1,224,165	400,000	824,165
Actual	June					1,205,128	400,000	805,128
Y.T.D. Production Tax Revenue						13,157,529	4,800,000	8,357,529
Y.T.D. Equipment Tax Revenue						1,886,700	1,500,000	386,700
Total Year-to-Date Oil & Gas and Equipment Tax Revenue						<u>15,044,229</u>	<u>6,300,000</u>	<u>8,744,229</u>

Source: New Mexico Taxation and Revenue Department

NEW MEXICO JUNIOR COLLEGE

Oil and Gas Revenue Report

September 2014

25% 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	2014-15 Original Budget	Variance Over (Under) Budget
	Distribution							
Accrual	July					465,000	465,000	0
Accrual	August					465,000	465,000	0
Accrual	September					465,000	465,000	0
Accrual	October						465,000	(465,000)
Accrual	November						465,000	(465,000)
Accrual	December						465,000	(465,000)
Accrual	January						465,000	(465,000)
Accrual	February						465,000	(465,000)
Accrual	March						465,000	(465,000)
Accrual	April						465,000	(465,000)
Accrual	May						465,000	(465,000)
Accrual	June						465,000	(465,000)
Y.T.D. Production Tax Revenue						1,395,000	5,580,000	(4,185,000)
Y.T.D. Equipment Tax Revenue						0	1,655,000	(1,655,000)
Total Year-to-Date Oil & Gas and Equipment Tax Revenue						<u>1,395,000</u>	<u>7,235,000</u>	<u>(5,840,000)</u>

Source: New Mexico Taxation and Revenue Department

NEW MEXICO JUNIOR COLLEGE
Schedule of Investments
September 2014

25% of Year Completed

Financial Institution	Amount Invested	Account Number	Interest Rate	Interest Earned
State of New Mexico Local Government Investment Pool	9,589,592	7102-1348	0.104%	1,266
Plus deposits	0			
Less withdrawals	0			
Total LGIP investments	<u>9,589,592</u>			<u>1,266</u>

Capital Projects	9/30/2014
Vehicles	63,589.92
Technology Upgrade	101,256.52
JASI	49,908.94
WHM South Gallery	263,174.43
Baseball Field	30,162.95
Rodeo Arena	20,873.28
Original Entrance Landscaping	0.00
Luminis Software	2,993.00
Landscaping	200,000.00
Campus Signage	2,801.67
Roof Replacement	27,382.26
Dorm/Apartment Refurbish	353,668.24
Campus Construction	404,518.77
Maintenance Equipment	3,452.01
Public Sector	19,227.00
Campus Security	100,956.69
Track/Arena Area Enhancement	15,396.78
Lumens Software-Distance Learnng	5,000.00
Copier Replacement	50,000.00
Non-Recurring Compensation	152,169.10
Athletics	150,451.47
Student Life Programming	16,222.61
Warehouse/Cont Ed Remodel	1,640.92
Succession Plan	108,152.25
Energy Technology Equipment	563,947.97
WHM Exhibits	72,598.78
Mansur Hall Upgrades	87,371.42
Senior Warm Water Wellness Ctr	1,500,000.00
Paradigms Users Fees	0.00
Track Upgrades	84,841.44
Driving Range Upgrades	200,000.00
Lockheed Martin Nuclear Training	500,000.00
Cosmetology Remodel	700,000.00
Equine Program	15,108.75
Entertainment Technology	1,300,215.30
Cafeteria Upgrade	47,094.53
New Horizons Resources	448,000.00
Channel 19 Upgrade	25,000.00
FERPA & Title IX	9,459.00
Professional Development HS	14,036.29
Equestrian Center	3,000,000.00
Bob Moran Upgrades	825,000.00
Campus/Hospital Fencing	200,000.00
Turf Replacement	200,000.00
Watson Hall Theater	300,000.00
Infrastructure Upgrade	1,473,937.50
Cadet Supplement	26,841.54
Workforce Training Contingency	5,794.60
TOTAL	<u>13,742,245.93</u>

New Mexico Junior College

Statement of Net Assets (Unaudited and Unadjusted) As of (September 30, 2014)

Assets	
Current Assets:	
Cash and Cash Equivalents	\$ 3,338,811
Short-Term Investments	9,589,592
Accounts Receivable, net	1,581,015
Inventories	845,113
Prepaid Expenses	36,695
Loans Receivable, net	
Total Current Assets	\$ 15,391,226
Non-Current Assets	
Restricted Cash and Cash Equivalents	\$ 631,634
Restricted Short Term Investments	
Investments Held by Others	
Other Long-Term Investments	
Prepaid Expenses	
Capital Assets, net	70,408,088
Total Non-Current Assets	71,039,722
Total Assets	\$ 86,430,948
Liabilities	
Current Liabilities	
Accounts Payable	\$ 19,677
Other Accrued Liabilities	299,735
Deposits Held for Others	156,017
LT Liabilities - Interest Payable	18,001
Deferred Income	
Other Payables	495,065
LT Liabilities - Current Portion	228,061
Total Current Liabilities	\$ 1,216,556
Non-Current Liabilities	
Other LT Liabilities	837,989
Total Non-Current Liabilities	837,989
Total Liabilities	\$ 2,054,545
Net Assets	
Invested in Capital Assets, net of Related Debt	\$ 69,342,038
Restricted for:	
Non-Expendable:	
Expendable:	
General Activities	
Federal Student Loans	
Term Endowments	
Capital Projects	
Expendable future debt service requirements	631,634
Unrestricted	14,402,731
Total Net Assets	84,376,403
Total Liabilities & Net Assets	86,430,948

New Mexico Junior College

Summary of Operating and Plant Funds (Unadjusted and Unaudited) Fiscal Year 2014

Operating Funds	FY 2015 Original Budget	FY 2015 Actuals as of September 30, 2014	Percentage Earned/Spent
REVENUES			
Tuition & Misc Fees	\$ 3,684,200	\$ 1,941,697	52.70%
State Appropriations	6,047,200	1,558,064	25.77%
Local Appropriations	13,238,500	1,395,000	10.54%
Sales & Services	2,251,000	1,235,612	54.89%
Other	882,561	172,219	19.51%
Total Revenue	\$26,103,461	\$6,302,592	24.14%
BEGINNING BALANCE	\$1,801,153	\$1,801,153	
TOTAL AVAILABLE	\$27,904,614	\$8,103,745	
EXPENDITURES			
Instruction & General	\$ 20,915,634	5,138,287	24.57%
Internal Services	87,145	136,664	156.82%
Student Aid	593,551	399,217	67.26%
Auxiliary Enterprises	1,800,693	797,878	44.31%
Intercollegiate Athletics	1,029,348	450,502	43.77%
Total Expenditures	\$ 24,426,371	6,922,548	28.34%
Net Transfers	\$1,206,001	\$1,206,001	
TOTAL EXPENDITURES & TRANSFERS	\$ 25,632,372	8,128,549	31.71%
Ending Fund Balance	\$2,272,242	(\$24,804)	

Plant Funds	FY 2015 Original Budget	FY 2015 Actuals as of September 30, 2014	Percentage Earned/Spent
REVENUES AND TRANSFERS			
Interest Income	10,000	2,868	
State Appropriations	3,300,000	308,002	
Capital Projects Transfer			
Total Revenues and Transfers	\$ 3,310,000	\$ 310,870	
BEGINNING BALANCE	\$ 9,897,907	\$ 9,897,907	
TOTAL AVAILABLE	13,207,907	10,208,777	
EXPENDITURES			
Capital Projects	11,807,760	4,421,186	
BR&R & ER&R	930,001	437,359	
State Appropriations			
Debt Retirement	276,000		
Total Expenditures	\$ 13,013,761	\$ 4,858,545	37.33%
Net Transfers	\$ 1,206,001	\$ 1,206,001	
Ending Fund Balance	1,400,147	6,556,233	

New Mexico Junior College

Comparison of Operating and Plant Funds (Unadjusted and Unaudited) Fiscal Year 2014 and 2015

Operating Funds	FY 2014 Actuals as of September 30, 2013	FY 2015 Actuals as of September 30, 2014	Percentage Increase (Decrease)
REVENUES			
Tuition & Misc Fees	\$ 2,065,648	\$ 1,941,697	-6.0%
Federal Appropriations			
State Appropriations	1,472,850	1,558,064	5.8%
Local Appropriations	1,676,131	1,395,000	-16.8%
Sales & Services	1,024,192	1,235,612	20.6%
Other	73,560	172,219	134.1%
Total Revenue	\$ 6,312,381	\$ 6,302,592	-0.2%
BEGINNING BALANCE	\$1,244,263	\$1,801,153	
TOTAL AVAILABLE	7,556,644	8,103,745	
EXPENDITURES			
Instruction & General	4,676,349	5,138,287	9.9%
Internal Services	17,003	136,664	703.8%
Student Aid	376,164	399,217	6.1%
Auxiliary Enterprises	595,977	797,878	33.9%
Intercollegiate Athletics	441,740	450,502	2.0%
Total Expenditures	6,107,233	6,922,548	13.3%
Net Transfers	1,206,001	1,206,001	
TOTAL EXPENDITURES & TRANSFERS	\$ 7,313,234	\$ 8,128,549	11.1%
Ending Fund Balance	\$ 243,410	\$ (24,804)	

Plant Funds	FY 2014 Actuals as of September 30, 2013	FY 2015 Actuals as of September 30, 2014	Percentage Increase (Decrease)
REVENUES AND TRANSFERS			
Interest Income	2,499	2,868	
State Appropriations		308,002	
Debt Service Transfers			
Other			
Total Revenues and Transfers	\$ 2,499	\$ 310,870	
BEGINNING BALANCE	9,159,432	9,897,907	
TOTAL AVAILABLE	9,161,931	10,208,777	
EXPENDITURES			
Capital Projects	970,363	4,421,186	355.6%
State Funded Projects			
Private Funds			
Building R&R	185,647	240,082	
Equipment R&R	143,684	197,277	
Total Expenditures	\$ 1,299,694	\$ 4,858,545	273.8%
Net Transfers	\$ 1,206,001	\$ 1,206,001	
Ending Fund Balance	\$ 9,068,238	\$ 6,556,233	

Some revenues are reported on a seasonal basis or by semester and therefore may affect the Increase/(Decrease) to Fund Balance

New Mexico Junior College

Cash Flow Statement (Unaudited and Unadjusted) As of 9 30 2014

Cash Flows from Operating Activities		
Receipts from student tuition and fees	\$	1,941,697
Receipts from grants and contracts		1,767,715
Other receipts		
Payments to or on behalf of employees		(4,081,567)
Payment to suppliers for goods and services		(2,446,858)
Receipts from Sales and Services		1,235,612
Payments for scholarships		(979,750)
Other Operating Revenue		48,569
Net cash (used) by operating activities	\$	<u>(2,514,582)</u>
Cash Flows from Non-Capital Financing Activities		
State Appropriations	\$	1,681,714
Mill Levy Taxes	\$	-
Other Non-operating Expense		
Net Cash provided (used) for non-capital financing activities	\$	<u>1,681,714</u>
Cash Flows from Capital and Related Financing Activities		
Proceeds from Capital Debt		
Capital Gifts, Grants and contracts		308,002
Purchase/Construction/Renovation of Capital Assets		(386,220)
Principal Received/Paid on Capital Debt and Leases		(57,015)
Interest and Fees Paid on Capital Debt and Leases		(10,801)
Net Cash provided (used) for capital financing activities	\$	<u>(146,034)</u>
Cash Flows from Investing Activities		
Investment Earnings	\$	2,868
Net Cash provided by Investing Activities	\$	<u>2,868</u>
Increase (Decrease) in Cash and Cash Equivalents	\$	(976,034)
Cash and Cash Equivalents- beginning of year		14,536,071
Cash and Cash Equivalents- end of reporting period	\$	13,560,037

NEW MEXICO JUNIOR COLLEGE

Vice President for Finance

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

To: New Mexico Junior College Board members
From: Dan Hardin
RE: Lockheed Martin
Date: October 31, 2014

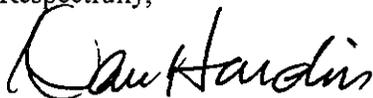
New Mexico Junior College Board members,

The New Mexico Junior College administration is asking for your approval to enter into a contract with Lockheed Martin for the specific purpose of creating courseware training modules to be embedded into the existing Energy Technology degree program. As you are aware, New Mexico Junior College has had an excellent relationship with Lockheed Martin and Lockheed Martin has helped New Mexico Junior College develop a strong Energy Technology program. The courseware modules will enhance the technical training by giving the students virtual hands-on training that is currently not available.

Lockheed Martin has a GSA contract # GS-35F-0400J, which allows New Mexico Junior College to contract directly with Lockheed Martin without having to go thru the bid process.

Funding for this contract will be paid from the Severance Tax Bonds (STB) Energy Technology Training Information Technology STB14A 14-2111 in the amount of \$425,000.00.

Respectfully,



Dan Hardin



**GSA
Federal
Acquisition
Service**

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Search: all the words

Contractor Information

(Vendors) How to change your company information

Contract #:	<input type="text" value="GS-35F-0400J"/>	Socio-Economic :	Other than small business
Contractor:	LOCKHEED MARTIN CORPORATION	EPLS :	Contractor not found on the Excluded Parties List System
Address:	230 MALL BLVD KING OF PRUSSIA, PA 19406-2902	Govt. Point of Contact:	LEENA SCOTT
Phone:	610-354-7693	Phone:	703-605-2701
E-Mail:	gsa.fc-lm@lmco.com	E-Mail:	leena.scott@gsa.gov
Web Address:	http://www.fedmall-lmco.com	Contract Clauses/Exceptions:	View the specifics for this contract
DUNS:	147459577		
NAICS:	541512		

Source	Title	Contract Number	Contractor T&Cs /Pricelist	Contract End Date	Category		View Catalog
70	GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY EQUIPMENT, SOFTWARE, AND SERVICES	GS-35F-0400J		May 2, 2019	132 12	 	
					132 32	 	
					132 33	 	
					132 34	 	
					132 50	 	
					132 51	 	
					132 52	 	
					132 8	 	

Additional Contracts held by this contractor. To view more details of a contract, click the Contract Number below.

Source	Title	Contract Number	Contractor T&Cs /Pricelist	Contract End Date	Category		View Catalog
871	PROFESSIONAL ENGINEERING SERVICES	GS-23F-0150S		Apr 11, 2016	871 1		
					871 2		
					871 3		
					871 4		
					871 5		
					871 6		
BPA	MAS Blanket Purchase Agreements (BPAs)	GS00Q12AEA1012		Aug 31, 2015	GOVCLOUD-US GOVCLOUD-WW PRIVCLOUD-US PRIVCLOUD-WW PUBLICCLOUD-US PUBLICCLOUD-WW SECRETCLLOUD-US		

***NEW MEXICO JUNIOR COLLEGE
INTEGRATED ADVANCED
ENERGY TRAINING CENTER
(DELIVERY ORDER 1)***

**STATEMENT OF WORK
FOR**

***LOCKHEED MARTIN
MISSION SYSTEMS & TRAINING***

STATEMENT OF WORK

1.0 Introduction

The purpose of this Statement of Work (SOW) is to identify the requirements to support New Mexico Junior College (NMJC) with the NMJC Integrated Advanced Energy Training Center (IAETC) effort. Lockheed Martin Mission Systems and Training (LM MST), herein referred to as the *Contractor* or *Seller*, shall contribute to New Mexico Junior College, herein referred to as the *Buyer*.

2.0 Reference Documents

Document Number	Document Title
MIL-HDBK-29612-3A	Development of Interactive Multimedia Instruction (IMI); Dated: 31 August 1999
DOE-HDBK-Series	DOE FUNDAMENTALS HANDBOOKS - NUCLEAR FUNDAMENTALS SERIES
DOE-HDBK-1078-94	TRAINING PROGRAM HANDBOOK: A SYSTEMATIC APPROACH TO TRAINING

3.0 Type of Contract

The Buyer awards one (1) Firm Fixed Price Delivery Order to meet the requirements of this Statement of Work.

4.0 Scope of Work

Seller shall provide all management, material, tooling, hardware, software, labor, facilities and all other support necessary to complete the requirements of this SOW. This SOW documents work to be done within Delivery Order 1 (DO 1) that will contribute toward the development of the IAETC in total.

4.1 IAETC Delivery Order 1 Overview

The DO 1 IAETC will build upon the 4 courses provided for in IATC Phase 1 by delivering to NMJC the following:

- Courseware for four (4) nuclear interactive courses
- All source material will be loaded into the object repository.

4.2 Assumptions

The Seller can assume the following when proposing DO 1 for the IAETC:

- There will be no audio in this ICW
- Work within a CANVAS environment (current learning management system for college)

- Will not include test bank or additional testing in addition to the checks on learning embedded in each lesson
- Syllabus and course material (DoE handbooks and relevant college lecture materials) will be provided to the Seller at the kickoff meeting within 30 days of the start of the contract.

Buyer will have 15 business days from receipt of courseware to provide comments for review and incorporation for the initial delivery.

4.3 Meetings

Customer meetings will include:

- Kickoff meeting to be held virtually between Buyer and Seller within 15 days of the start of the Period of Performance.
- Monthly Program Status Meetings to be held virtually by the 15th of each month to discuss the status of the lessons, discuss technical questions, review source files as needed. Attendees will include members of the Seller's development team and members from the buyer currently involved in the development of the courseware for that month.

4.4 IAETC DO 1 Nuclear Fundamentals Courseware

The following requirements will be utilized to support collegiate education using publicly released nuclear information without restrictions and or other information provided to Seller by the Buyer:

1. Buyer will identify and provide all Department of Energy (DOE) publicly released information and or college lecture instructions without restriction to Seller immediately upon contract award and contract acceptance by Seller.
2. Upon receipt, Seller shall convert the customer directed information and format without content modification to support interactive courseware development for collegiate nuclear training.
3. Seller shall develop and provide interactive courseware to be provided to Buyer for instructor use to train NMJC students.
4. NMJC shall restrict dissemination of the interactive courseware by providing web-site student access thru a pass-word protected portal or other restrictive medium.

5.0 Place and Period of Performance

The development work outlined in this SOW shall be performed at the Seller's facility. The period of performance of this contract is 14 months from the date of the last signature of DO 1.

6.0 Requirements

Each of the courseware modules shall:

- Contain 27 lessons to compliment school schedule.
- Equate as close to a collegiate three (3) semester hour course, but will be restricted to converting the DoE handbook content or college lecture instructions provided by NMJC.
- Be designed to represent lower division undergraduate college courses (e.g., 100-, 200-level courses)
- Consist of approximately 15% Level 1 ICW, using MIL-HDBK-29612-3A as a guide for the definition of ICW.
- Consist of approximately 65% Level 2 ICW, using MIL-HDBK-29612-3A as a guide for the definition of ICW.
- Consist of approximately 20% Level 3 ICW, using MIL-HDBK-29612-3A as a guide for the definition of ICW.
- Use DoE supplied/identified source material for content
- Match supplied relevant NMJC syllabus

7.0 Deliverables

The following deliverables are associated with this statement of work:

“Ready-for-Training” Interactive Courseware for the following 4 courses:

1. Nuclear Chemistry
2. Radiological Monitoring and Protection
3. Introduction to Thermodynamics, Heat Transfer & Fluid Flow
4. Radiological Instrumentation

NMJC Courses are a college semester in duration and delivered in an eight (8) week blocks. Delivery will be made via CD/DVD or other, mutually agreed, upon media. Delivery dates are for planning purposes only. Final delivery of the aforementioned deliverables will constitute completion of DO 1.

8.0 Inspection/Acceptance/Payment

Seller will provide initial delivery of aforementioned courses by the delivery dates above. Buyer will have 15 business days from the end of the 8 week course to conduct inspection and provide Buyer with list of discrepancies. Upon mutual agreement of discrepancies, Seller shall update deliverables within 15 business days for final delivery.

Seller shall invoice the Buyer 50% of the deliverable amount upon initial delivery and 50% of the deliverable amount upon final delivery of each deliverable.

9.0 Points of Contact

The following individuals are designated NMJC points of contact in association with this statement of work:

Dr. Robert Rhodes
Vice President for Training & Outreach, NMJC
(575) 492-4708
rrhodes@nmjc.edu

The following individuals are designated LM MST technical points of contact in association with this statement of work:

Linda McCafferty
Program Manager
(407) 306-2563
linda.r.mccafferty@lmco.com

Dr. Michael Platt
Systems Engineering
(407) 306-1864
michael.w.platt@lmco.com

The following individual is designated LM MST contractual point of contact in association with this statement of work:

Rebecca Katz
Contracts Negotiation Manager
(407) 306-7495
rebecca.l.katz@lmco.com

10.0 Security

This statement of work is unclassified. The content material used in this effort has been classified by DoE as: "DISTRIBUTION STATEMENT A. Approved for public release; distribution is unlimited."

IN WITNESS WHEREOF, the Parties have executed and delivered this Agreement by signature of its authorized officers identified below.

New Mexico Junior College

**Lockheed Martin Corporation
Mission Systems and Training**

**Name: Dr. Robert Rhodes
Title: Vice President**

**Name: Rebecca L. Katz
Title: Contracts Negotiation Manager**

NEW MEXICO JUNIOR COLLEGE

Vice President for Finance

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

To: New Mexico Junior College Board
From: Dan Hardin
RE: Resolution to transfer land
Date: October 31, 2014

New Mexico Junior College Board members,

At the August 22, 2013 NMJC board meeting, the NMJC Board approved a Memorandum of Understanding with Lea County. The MOU covers several aspects of the relationship with New Mexico Junior College and Lea County in respect to the potential construction of an Equestrian Center. One aspect of the MOU was the agreement for New Mexico Junior College to convey 12.64 acres of land to the County for the purpose of building the Equestrian Center. In navigating the approval process channels, we were advised by staff of the State Board of Finance to present a specific document that conveys the 12.64 acres of land to the County. With that in mind, the Administration is recommended and asking for your approval of a resolution to convey 12.64 acres of land to Lea County. Attached is a Board resolution specifically addressing the conveyance of 12.64 acres of vacant land to Lea County for the purpose of building an Equestrian Center. We are requesting that all Board members in attendance at the October 31, 2014 regularly scheduled Board meeting sign as they voted either for or against the conveyance of land to Lea County. A quitclaim deed will be used to convey the land to Lea County. Additionally, in the Resolution, if the County decides to not build the facility within one year of approval by the State Board of Finance, there is a signed quitclaim deed conveying the land back to New Mexico Junior College.

If the Resolution to convey land to Lea County is approved, Dr. McCleery will make a presentation to the State Board of Finance requesting their approval of conveying the 12.64 acres of land. Upon the approval by the State Board of Finance, the quitclaim deed will be filed and recorded.

Respectfully,

Dan Hardin

RESOLUTION APPROVING CONVEYING REAL PROPERTY BY TRANSFER TO LEA COUNTY

The New Mexico Junior College Board makes the following determinations:

1. New Mexico Junior College owns a certain tract of undeveloped real property at 4000 West Millen Drive located on the campus of New Mexico Junior College. The property is vacant land, part of a larger 199.81 acre tract in the SW1/4 of Section 7, Township 18 South, Range 38 East, City of Hobbs, Lea County, New Mexico. The property is not zoned as the City of Hobbs has no zoning. The property is in Lea County and not in the City limits of Hobbs. The real property is hereinafter referred to as “the Property.”
2. The legal description of the Property is attached hereto as Exhibit A.
3. Originally, the Property was part of a military base that was given to the City of Hobbs after World War II. In September of 1965 the City of Hobbs held a public auction at which New Mexico Junior College acquired 261.23 acres of land for \$78,369.00. The Property is vacant, has no water or mineral rights, and has no educational or administrative use or purpose for the property, either currently or in the foreseeable future.
4. The Property has been appraised by a qualified and experienced commercial appraiser, Kunkel & Associates in Roswell , New Mexico. The market value of the Property was appraised at \$215,500.00 as of April 14, 2014.
5. The New Mexico Junior College Board believes that it is in the best interest of the College that ownership of the Property be transferred to the County of Lea in “as is” for use of future public benefit for the citizens of Lea County.
6. In accordance with New Mexico law, transfer of the Property to the County of Lea must first be approved by the State Board of Finance, and if approved, the Property will be conveyed in “as is” condition, by quitclaim deed, without title warranties or covenants, and subject to all easements and encumbrances of record.
7. Upon approval by the State Board of Finance and transfer of the Property by quitclaim deed, Lea County has one year from date of approval to begin construction of an Equestrian Center or the Property will be transferred back to New Mexico Junior College by quitclaim deed.

THEREFORE, it is resolved that the Board hereby authorizes the President to dispose of the Property to the County of Lea, subject to approval by the New Mexico State Board of Finance.

If approved by the State Board of Finance, the President is further authorized to convey the Property to the County of Lea in "as is" condition by quitclaim deed, without warranties, and subject to all existing easements and encumbrances of record.

This Resolution shall be retained in the files of the New Mexico Junior College Board and recorded in the New Mexico Junior College Board's minutes.

Adopted at a regular meeting of the New Mexico Junior College Board, October 31, 2014.

NMJC Board member for Resolution

NMJC Board member against Resolution

Dated: October 31, 2014

By: _____
Pat Chappelle NMJC Board President

ATTEST: _____
Ron Black NMJC Board Secretary

EXHIBIT "A"

PROPERTY DESCRIPTION

The subject property is located at 4000 West Millen Drive, Hobbs, New Mexico. This is on the southwest side of the New Mexico Junior College campus along Millen Drive.

The subject's legal description is:

A tract of land located in the south half of Section 7, Township 18 South Range 38 East, N.M.P.M., City of Hobbs, Lea County, being more particularly described as follows:

Commencing at the southwest corner of Section 7, thence N89°30'11"E 1615.43 feet and N00°00'00"W 83.28 feet to a set 5/8" rebar with red plastic cap marked "HICKS NMPS 12348" for a Point of Beginning; thence N00°00'00"W 196.25 feet to a set 5/8" rebar with red plastic cap marked "HICKS NMPS 12348"; thence N61°40'54"W 80.03 feet to a set 5/8" rebar with red plastic cap marked "HICKS NMPS 12348"; thence N00°00'00"E 170.28 feet to a set 5/8" rebar with red plastic cap marked "HICKS NMPS 12348"; thence N89°55'34"E 708.21 feet to a set 5/8" rebar with red plastic cap marked "HICKS NMPS 12348"; thence N00°00'00"W 296.70 feet to a set 5/8" rebar with red plastic cap marked "HICKS NMPS 12348"; thence S90°00'0"E 342.38 feet to a set 5/8" rebar with red plastic cap marked "HICKS NMPS 12348"; thence N52°26'50"E 82.87 feet to a set 5/8" rebar with red plastic cap marked "HICKS NMPS 12348"; thence S00°00'00"E 735.17 feet to a set 5/8" rebar with red plastic cap marked "HICKS NMPS 12348"; S89°02'40"W 2162.83 feet to the Point of Beginning. Said tract containing 12.64 acres, more or less.

NEW MEXICO JUNIOR COLLEGE

Invitation To Bid #1068

Workers' Compensation Insurance

BOARD DOCUMENTS

Date: October 14, 2014
Prepared by: Regina Choate
Coordinator of Purchasing

NEW MEXICO JUNIOR COLLEGE

BOARD DOCUMENTS

General Information

1. On September 25, 2014, a legal notice was sent to the following newspaper requesting sealed bids for NMJC Workers' Compensation Insurance.

The Hobbs News Sun

2. Proposal packets were sent to two (2) potential bidders.
3. One vendor, Daniels Insurance, submitted a proposal within the time frame specified by the proposal package.
4. The Business Office has evaluated the bid received and a recommendation is shown on the following page.

NEW MEXICO JUNIOR COLLEGE

Evaluation and Recommendations

Board Documents

One vendor responded to Invitation to Bid #1068:

Daniels Insurance, Inc.

Response to the Invitation is shown below:

Company	Bid	Specifications Met	Comments
Daniels Insurance	\$99,251.00	Yes	Coverage to be assigned to New Mexico Mutual Insurance Company.

The NMJC Business Office recommends acceptance of the bid submitted by Daniels Insurance, Inc. Hobbs, NM, with an annual premium of \$99,251 for Workers' Compensation Insurance.

Source of Funding: 2014/2015 Fiscal Year

Account #: 11000-4011-62180-133 – Workers' Compensation Premium

Amount: \$99,251

NEW MEXICO JUNIOR COLLEGE

ITB# 1068

Specifications for: Workers' Compensation Insurance

A. Policy Requirements

1. The cancellation clause must provide for a minimum of thirty (30) calendar days written notice by registered mail, return receipt requested, being addressed to:

Vice President for Finance
New Mexico Junior College
5317 Lovington Hwy
Hobbs, NM 88240

The policy may be cancelled with such thirty (30) day written notice by either party for any reason. There shall be no penalty to the insured for exercising this cancellation clause.

2. The policy proposed is at all times to be in compliance with the New Mexico Workers' Compensation Act, and any amendments thereto, and these specifications.
3. The successful bidder shall submit detailed information to the College setting forth claims procedures.
4. The Insured: New Mexico Junior College, 5317 Lovington Highway, Hobbs, New Mexico, 88240, is deemed the sole agent of the insured for any purposes related to the policy. All inquiries should be referred to the Vice President for Finance, Business Office, 575.492.2770.
5. Employees to be named as insured include all employees, full time and part-time, student workers, volunteers, and members of the Board.
6. All questions about the meaning or intent of these specifications shall be referred to the Vice President for Finance at 575.492.2770. Only written specifications are to be used to submit proposals for this coverage. Oral and other interpretations will be without legal effect.

7. The policy must include an endorsement of all NMJC workplaces to include:

New Mexico Junior College
5317 Lovington Hwy
Hobbs, NM 88240

New Mexico Junior College
1503 W Calle Sur
Hobbs, NM 88240

New Mexico Junior College
1720 Ave K
Eunice, NM 88231

New Mexico Junior College
109 S. Dalmont
Hobbs, NM 88240

New Mexico Junior College
800 N Jefferson
Hobbs, NM 88240

New Mexico Junior College
701 W Ave K
Lovington, NM 88260

New Mexico Junior College
E Utah Ave
Jal, NM 88252

New Mexico Junior College
105 W. Broadway
Hobbs, NM 88240

New Mexico Junior College
3rd & Avenue B
Tatum, NM 88267

New Mexico Junior College
602 S. Sixth
Loving, NM 88256

B. Responsibilities of the Bidder:

1. The successful company and agent agree to provide a written sixty (60) day binder upon award of the proposal. They further agree that the original policy will be delivered to the Vice President for Finance within the same sixty (60) day period.
2. All proposals must be signed by an agent licensed by the State of New Mexico. The proposing company must be approved by the New Mexico Department of Insurance to transact the type of business requested in these specifications.
3. The successful company and agent agree to make **all** necessary filings as required by the New Mexico Workers' Compensation Act and forward evidence of filing to the insured.
4. The successful company and agent agree to prepare, file and mail any waiver of liability required of New Mexico Junior College at no additional cost to New Mexico Junior College.
5. The successful company and agent agree to provide written experience reports to the college, at minimum on a quarterly basis, and preferably on a monthly basis. The company further agrees to provide experience reports annually for three years after cancellation or expiration of the policy, or as long as there are any open claims; whichever is longer.

C. Technical Specifications

The College is requesting bids to furnish Workers' Compensation Insurance to New Mexico Junior College, Hobbs, New Mexico. The College is requesting a proposal for a one (1) year period, with an option to renew an additional three (3) years, one year at a time. The name of the insured is New Mexico Junior College.

The College is requesting employer liability as follows.

Type of Claim	Deductible	Liability Limit
Bodily Injury by Accident	\$1,000.00	\$100,000,000 each accident
Bodily Injury by Disease	\$1,000.00	\$100,000,000 policy limit
Bodily Injury by Disease	\$1,000.00	\$100,000,000 each employee

New Mexico Junior College employee classifications and estimated annual salaries are quoted as of September 1, 2014:

Employee Classification	Estimated Annual Salaries
College Employees and Clerical	\$13,000,000.00
College: all other employees	\$ 1,600,000.00
Drivers, NOC-Commercial	\$ 23,000.00

For any payment plan offered please fully explain the payment plan on the Bid Response Form.

- New Mexico Junior College's Experience Modifier effective September 14, 2014 = .78
- All bidders are to hold an AM Best Rating of A- or Better.



Western Heritage Museum
& Lea County Cowboy Hall of Fame
1 Thunderbird Circle
Hobbs, NM 88240
575-393-6730

October 21, 2014

Dr. Steve McCleery, President
New Mexico Junior College
1 Thunderbird Circle
Hobbs, NM 88240

Dear Dr. McCleery,

The Western Heritage Museum and Lea County Cowboy Hall of Fame has, for a limited time, the opportunity to secure the rights to present "*Titanic: the Artifact Exhibition*" – an RMS Titanic, Inc. traveling presentation of artifacts recovered from the RMS Titanic. The exhibition includes over 200 artifacts recovered from the final resting place of the RMS Titanic, some 2.5 miles below the surface of the North Atlantic. These objects are chosen and displayed in a way that tells the true, compelling story of the world's most famous ship.

In June of this year, the Western Heritage Museum staff began negotiations with the producers to secure the rights to the exhibition in the fall of 2016. Traditionally this exhibition is reserved for larger venues in big cities but the museum and producers both believe the showing of the exhibition in SE New Mexico would provide an opportunity to large under-served populations who would otherwise never witness such a world-class presentation.

Our request is that the Board of Trustees authorizes the transfer of \$50,000 from the reserve fund to account 91570-4002-71331-911 (WHM Exhibits) to aid in our fund-raising for the expense of bringing this exhibition to New Mexico Junior College. I am confident that we will be able to secure additional funding from partners in the community. In fact, the J.F. Maddox Foundation made a commitment today of \$200,000 to partner with the college in securing this exhibition. During our visit they also made a commitment to additional funding to enhance our bussing grant specifically for this project. Mr. Reid and Mr. Holmberg are enthusiastic and excited about what they can do to help bring this exhibition to Hobbs and New Mexico Junior College.

I have included with this request the proposal we are prepared to use to solicit the additional funding. That proposal includes the requests made to partners, photographs from the exhibition, and a brief budget breakdown to secure the show.

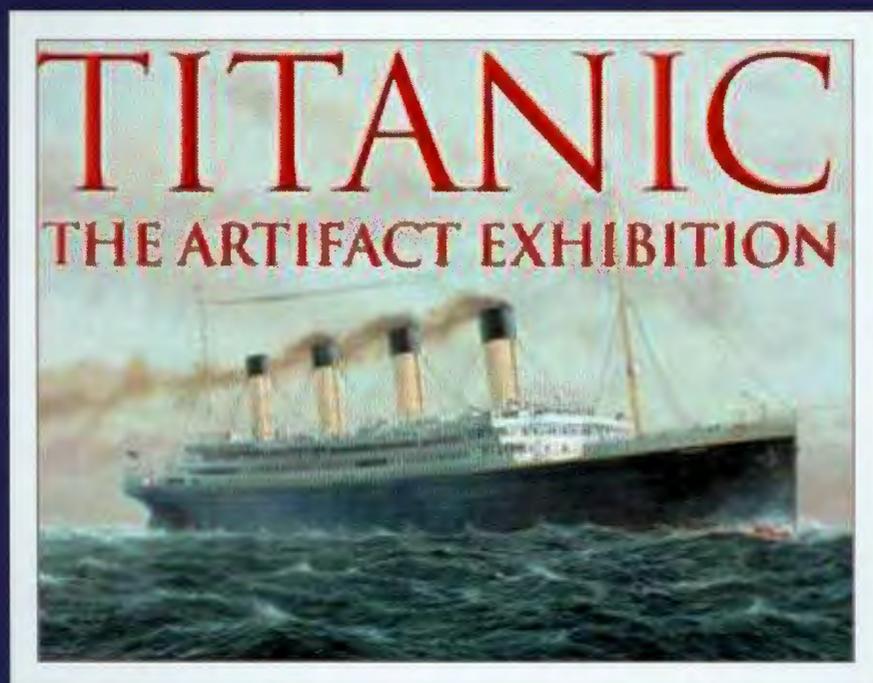
I am pleased to answer any questions you, or the board, may have regarding this request.

Sincerely,

Darrell Beauchamp, Ed.D.
Executive Director

NEW MEXICO JR. COLLEGE
Western Heritage Museum and Lea County Cowboy Hall of Fame

Titanic



1 Thunderbird Circle

Hobbs, NM 88240

Phone: 575-492-2676

E-Mail: dbeauchamp@nmjc.edu Web: www.nmjc.edu/museum

The opportunity

The Western Heritage Museum and Lea County Cowboy Hall of Fame, on the campus of New Mexico Jr. College, has, for a short time, the opportunity to secure the rights to present, *Titanic: the artifact exhibition* – an RMS Titanic, Inc. traveling presentation of artifacts recovered from the RMS Titanic. The exhibition includes over **200 artifacts** recovered from the final resting place of the RMS Titanic, some 2.5 miles below the surface of the North Atlantic. These objects are chosen and displayed in a way that tells the true, compelling story of the world's most famous Ship.

In June, 2014 the Western Heritage Museum and Lea County Cowboy Hall of Fame staff began negotiations with the RMS Titanic producers to secure the rights to bring the exhibition to Hobbs NM in the fall of 2016.

Traditionally this exhibition is reserved for large venues in big cities but the museum and the producers both believe the showing of the exhibition in SE New Mexico would provide an opportunity to large under-served populations who would otherwise never witness such a world-class presentation.

Conservative estimates indicate that more than **20,000 visitors** in the SE New Mexico region could visit the exhibition during its three-month visit in Hobbs, NM.

Our request

The Museum requests your support in our fund-raising efforts to bring *Titanic: the artifact exhibition* to Hobbs, NM in Fall, 2016. Significant progress has already been made to raise the funds required to secure the exhibition. While expensive, the museum's two governing boards each believe that this is an educational opportunity that should not be dismissed. Although several groups have expressed an interest in supporting this endeavor, additional funding is required to finalize the booking of the exhibition.

How you can help!

Pledge today to support the exhibition through a one-time gift that allows you naming rights for the Exhibition Title or any one of the four Titanic galleries or educational components.

Naming rights provide donors a special moment in the history of the museum. We are specifically seeking sponsors in the following areas:

- **Presenting Sponsor**
 - **“YOUR NAME HERE” presents *Titanic: the artifact exhibition*.** (Rights available for \$75,000 – payable in three installments between now and Fall, 2016 – ONE opportunity available)
- **Gallery Sponsor**
 - **The Iceberg Gallery (as an example) is made possible by a gift from “YOUR NAME HERE.”** (Rights to name an individual section of the exhibition for \$30,000 – payable in three installments between now and Fall, 2016 – SIX gallery opportunities available)
- **Educational Components Sponsor**
 - **“The educational components of *Titanic: the artifact exhibition*, are made possible by “YOUR NAME HERE.”** “ (Rights available for \$25,000 – payable in three installments between now and Fall, 2016 – ONE opportunity available).

In addition to naming rights for the exhibition, donors can choose to pledge to support the exhibition through a number of general sponsorship initiatives:

- **Captain’s table** – Sponsorship of \$25,000 (payable in installments between now and Fall, 2016). Includes a captain’s “Titanic themed” dinner for 50 guests, 50 “after hours” Museum director led tour tickets to the exhibition, 50 general admission tickets, and recognition on the exhibition’s wall of honor. **FOUR** opportunities available.
- **First Class Cabin** – Sponsorship of \$10,000. Includes 25 “after hours” Museum director led tour tickets to the exhibition, 25 general admission tickets, and recognition on the exhibitions wall of honor. **TEN** opportunities available.
- **Lifeboat** – Sponsorship of \$5,000. Includes 10 “after hours” Museum director led tour tickets to the exhibition, 10 general admission tickets, and recognition on the exhibitions wall of honor. **TWENTY** opportunities available.

We welcome the opportunity to visit with you privately and to tailor a proposal that is mutually beneficial. Support is sought, and will be accepted, at all levels. Appropriate recognition will be provided at all levels of support.

Our budget

The early budget requirements for *Titanic: the artifact exhibition* include a rental fee, production costs, professional labor, marketing, museum staffing, and promotion and execution of educational events.

See the enclosed budget for more information.

For more information

Contact Dr. Darrell Beauchamp, Executive Director, Western Heritage Museum and Lea County Cowboy Hall of Fame, New Mexico Jr. College.

Darrell Beauchamp
Executive Director
Western Heritage Museum & Lea County Cowboy Hall of Fame
1 Thunderbird Circle
Hobbs, NM 88240

575-492-2676

dbeauchamp@nmjc.edu

www.nmjc.edu/museum





TITANIC

THE ARTIFACT EXHIBITION



RMS TITANIC, INC.

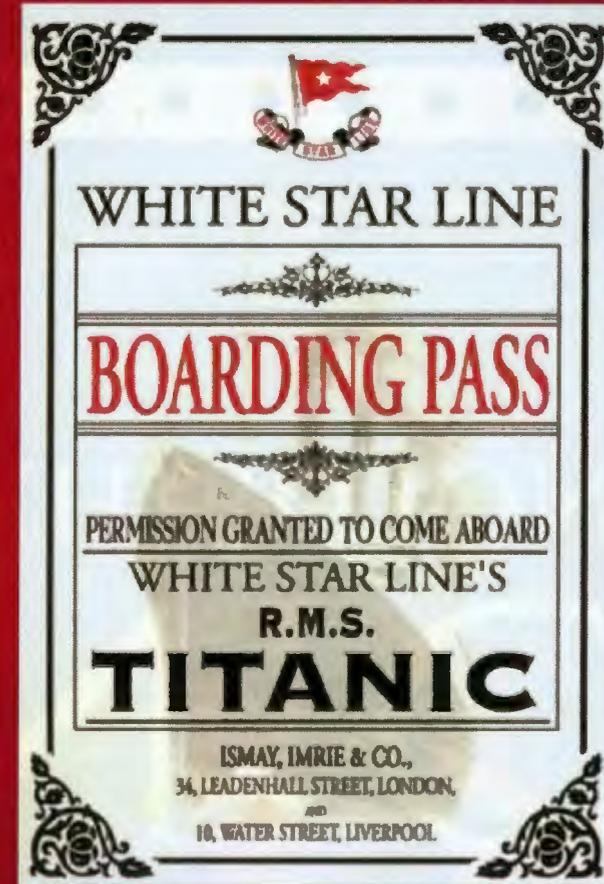
PREMIER EXHIBITIONS, INC. | 3340 Peachtree Road NE, Suite 900 | Atlanta, GA 30326

www.rmstitanic.net www.prxi.com

EXHIBITION OVERVIEW

Titanic: The Artifact Exhibition is a collection of over 200 artifacts recovered from the final resting place of the RMS *Titanic*, some 2.5 miles below the surface of the North Atlantic. These objects are chosen and displayed in a way that tells the true, compelling story of the world's most famous Ship.

Before entering the Exhibition, guests are given a reproduction of a White Star Line boarding pass. On this boarding pass is the name and story of an actual *Titanic* passenger.



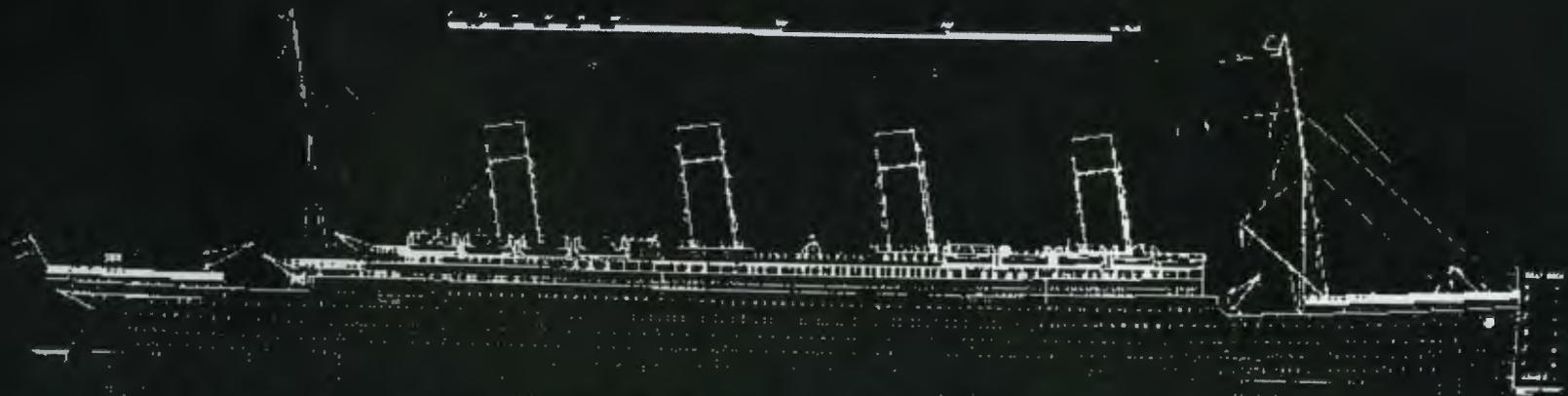
INTRODUCTION GALLERY



The story of *Titanic* has been told and retold, but never more poignantly and passionately than by the artifacts presented in this Exhibition. Respectfully recovered and painstakingly conserved, these objects, more than any word or image, tell the story of RMS *Titanic* and of her 2,228 passengers and crew whose lives she changed forever.

CONSTRUCTION GALLERY

With its plank wood floor and brick colored walls, this gallery puts the visitor at the famed Harland & Wolff shipyards in the early 1900s. Here, the story of the conception, design, and construction of *Titanic* is told. Artifacts here relate to the Ship's construction and include *Titanic's* eccentric strap as well as an engine thermometer and logometer.



PASSENGER GALLERY

FIRST CLASS CABIN

Titanic's story is more than an epic of steam and steel. It is also the tale of her passengers, from first-class millionaires to third-class immigrants, who displayed incredible acts of courage, self-sacrifice, and heroism.

Here, visitors meet *Titanic's* passengers and crew, sharing in their personal stories and learning of their reasons for traveling to America. Also included is a full-scale recreation of a First Class Cabin. The featured artifacts in this gallery include currency, crystal, and various personal effects.



First Class Cabin



Perfume Vials

PASSENGER GALLERY



Second Class Dishes



Third Class Cabin

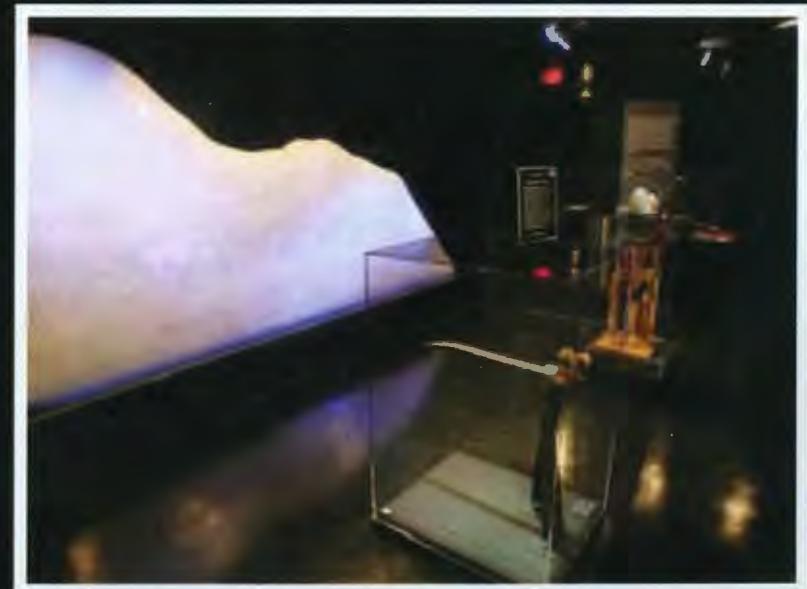
THIRD CLASS CABIN

The immigrant third-class passenger was enticed by White Star to travel on their vessels with the promise that “the interval between the old life and the new is spent under the happiest possible conditions.”

Visitors view *Titanic* in this gallery as most of the Ship’s travelers did—as a third-class passenger. As they journey to the end of the long Third Class Corridor, visitors view a recreation of a Third Class Cabin and feel the rumble of *Titanic’s* boilers.

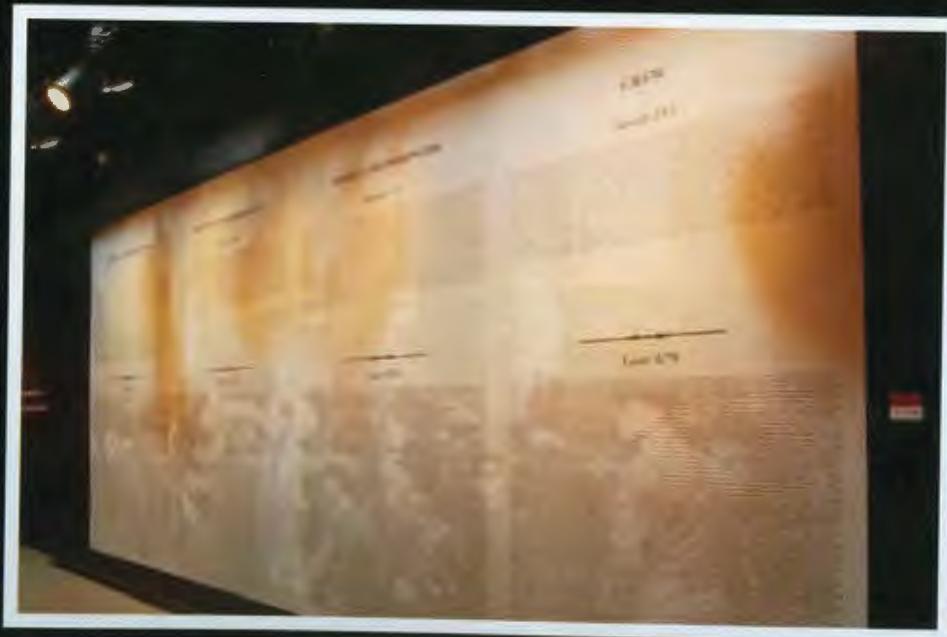
ICEBERG GALLERY

In this gallery the visitor is encouraged to “Touch the Iceberg,” an actual sheet of ice that mimics the frigid conditions of the early morning hours of April 15, 1912. The story of the Ship’s collision with the iceberg and its sinking is told here as well. Objects in this gallery include one of *Titanic’s* telegraphs and a pair of binoculars.



MEMORIAL GALLERY

This gallery provides a listing of all 2,200 names of those who were lost and saved in the disaster. The visitor finds the name on their boarding pass on the Memorial Wall, discovering the fate of their passenger. The accounts of the hearings held in the U.S. Senate and by Britain's Board of Trade looking into the disaster are also displayed.



Memorial Wall



DISCOVERY GALLERY

This gallery gives the visitor the feeling of diving the wreck of *Titanic* and surveying the debris field. Objects are displayed in sand, and the theatrical lighting in this gallery gives the guest the experience of being on the ocean floor. This gallery also provides information about the discovery, recovery, and conservation of the artifacts from the most famous Ship in the world.



Titanic Wreck Model

CONTACT INFORMATION

Darrell Beauchamp
Executive Director
Western Heritage Museum
New Mexico Junior College
Work: 575-492-2676
Cell: 903-644-8163
dbeauchamp@nmjc.edu

Erin Anderson
Curator
Western Heritage Museum
New Mexico Junior College
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Produced By



RMS TITANIC, INC.

A Division of Premier Exhibitions, Inc.
(NASDAQ:PRXI)

**PREMIER
EXHIBITIONS**

(NASDAQ: PRXI)

PREMIER EXHIBITIONS, INC. | 3340 Peachtree Road NE, Suite 2250 | Atlanta, GA 30326

www.rmstitanic.net www.prxi.com

TITANIC: THE ARTIFACT EXHIBITION

Requirement	Cost
Rental fee	\$ 177,000.00 3 month rental at \$59,000 per month
Production and building costs	\$ 60,000.00 Cost of set-up, construction, and maintenance
Hotel costs for RMS Titanic team	\$ 4,500.00 Cost of RMS Titanic required staffing
Rental Car for RMS Titanic team	\$ 2,000.00
Equipment and Skilled Labor	\$ 32,445.00
Extra Staffing for WHM Museum	\$ 40,000.00 10 seasonal \$12.50 hour 16 weeks 20 hrs/week
Marketing	\$ 50,000.00
Educational Events	\$ 18,000.00
Estimated Budget for Exhibition	\$ 383,945.00
Less Equipment provided NMJC	\$ (2,385.00)
Less Labor provided by NMJC	\$ (30,060.00)
Estimated equipment/labor NMJC	\$ (32,445.00)
Total Estimated Budget	\$ 351,500.00



Resolution

Be it resolved that

Jeremy & Abera Alexander

provided reassurance and comfort to three New Mexico Junior College students, Danyell Kates, Markita Rush, and Elexis Fairley, who encountered vehicle failure, by hosting them for the night and then loading their vehicle on a trailer and transporting the student athletes and their vehicle 420 miles to New Mexico Junior College in Hobbs, New Mexico.

Be it resolved that Jeremy and Abera Alexander drove the aforementioned students to New Mexico Junior College in the early morning hours of August 16, 2014 and returned home to Chickasaw, Oklahoma in time to report for work the next morning. Mr. & Mrs. Alexander traveled 840 miles and gave of themselves in a way that will be forever remembered by Danyell Kates, Markita Rush, Elexis Fairley, and the New Mexico Junior College campus community.



Pat Chappelle
New Mexico Junior College Board Chair



Ron Black
New Mexico Junior College Board Secretary



NEW MEXICO JUNIOR COLLEGE

Personnel Recommendation for Board Consideration

The following candidate is being recommended for employment as follows:

Date 10/1/2014

Candidate's name Jeffrey A. Miller

Position title Professor of Automotive Technology - GM

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 11/01/2014 * Standard contract length 12 mos. 9 mos. other _____

Funding source Institutional Funds

Paid advertising beyond *standard HigherEdJobs.com, Lansing State Journal, Midland Reporter Telegram, El Paso/Las Cruces, Carlsbad Current-Argus, Lubbock Avalanche Journal, Lovington Leader, Odessa American, Albuquerque Journal, Roswell Daily Record, Amarillo Globe News, CareerBuilder.com and Monster.com

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

Posted salary range \$39,290 to 58,935 Recommended annual salary \$55,602 Prorated salary yes no

Account number(s) with respective % allocation(s) 11000 2583 61101 102

Recommended and approved by:

Steve Hill
Supervisor
Dennis G. Atherton
Vice President

August Fons
Dean/Director
Steve McCloskey
President

Selection Committee Members: Dr. August Fons – Dean of Public Safety and Career Technology
Dr. Dennis Atherton – Vice President for Instruction
Dr. Steve Hill - Director of Cosmetology/Coordinator of Early College
Samuel Gilcrease – Professor of Automotive Technology – GM-ASEP
Terry K. Halladay – Professor of High School Automotive Technology

Comments: Mr. Miller with an Associate of Science degree in Automotive Management and Technology, ASE Master Technician

Certificate and more than eighteen years of applicable experience meets and/or exceeds the minimum requirements for this position.

*Pending background check

ABBREVIATED RESUME

Position

Professor of Automotive Technology - GM

Personal Data

Name: Jeffrey A. Miller

Education

A.S., SUNY Empire State College, Saratoga Springs, NY, 1998
Major: Science, Mathematics and Technology
Concentration: Automotive Management and Technology

Professional Experience

New York State Department of Motor Vehicles / Vehicle Safety, Yonkers, NY
Automotive Facility Inspector 08/13 to Present

Montgomery Autoworks, Maybrook, NY
Owner 10/1996 to 03/2013

Certificates:

ASE Master Technician – expires 12/31/2018
L1 certification – expires 12/31/2019
Body Damage Estimator



New Mexico Junior College

Career Opportunities

Position Announcement • March 2014

Position Title: Professor of Automotive Technology - GM

Position Description: This position reports to the Dean of Public Safety and Career Technology and is responsible for teaching Automotive Technology in the General Motors Company/ASEP post-secondary program at New Mexico Junior College. Duties and responsibilities shall be, but are not limited to, the following: (1) Teaching appropriate automotive courses; (2) Supervise students off-campus during the cooperative work experiences; (3) Travel as required; (4) Achieve and maintain annual required training to meet instructor training standards and to achieve a high level of competency as a teacher; (5) Demonstrate growth in the knowledge of his/her subject areas and in the ability to direct the learning process; (6) Teach basic computer operations to automotive students; (7) Coordinate advisory committee meetings; (8) Work for the general improvement of the instructional programs at the college; (9) Participate in college service through standing and ad hoc committees; (10) Post and maintain supervisor approved office hours per week; (11) Participate in a process of continual personal and professional improvement; (12) Actively participate in the institutional goals and objectives designed to support the mission of the college; and, (13) 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 or Master's degree in an educational, occupational/vocational, or closely related field is preferred. However, candidates with an Associate degree (or equivalent) and extensive automotive experience will be considered. All degrees must be from a regionally accredited institution. Candidates must be ASE certified, possess demonstrated technical skills in all 8 ASE areas and become ASE Master certified and L1 certified within a specified time frame. Five years experience teaching automotive (community college level preferred) and technical service experience in a dealership desired. General Motors Company experience and current training history is desirable. Candidate must be willing to pursue a professional development plan, which will include technical updating as well as other professional development activities. Spanish speaking skills desired. **Note: Computer proficiency is required.**

Salary/Benefits: Salary is based on the NMJC faculty salary schedule and is commensurate with education, teaching experience and occupational-related experience for a nine month position. Standard NMJC benefits apply.

Application Deadline: Open until filled.

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

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

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

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"

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NEW MEXICO JUNIOR COLLEGE

Personnel Recommendation for Board Consideration

The following candidate is being recommended for employment as follows:

Date October 20, 2014

Candidate's name Rachel R. Gallagher

Position title Career Support Technician -TAACCCT Grant

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 *December 1, 2014 Standard contract length 12 mos. 9 mos. other _____

Funding source Department of Labor TAACCCT Grant

Paid advertising beyond *standard _____

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

Posted salary range \$38,332 to \$57,498 Recommended annual salary \$48,957 Prorated salary yes no

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

Recommended and approved by:

Supervisor _____

Vice President _____

Jeff McCool
Dean/Director

Steve McCool
President

Selection Committee Members: Jeff McCool – Dean of Training and Outreach

Jai Oyler – Director of TAACCCT Grant Program

Phillip Roybal – Vice President for Student Services

Steve Saucedo – Workforce Training Coordinator

Comments: Ms. Gallagher with a Master's degree and fourteen years of experience meets and/or exceeds the minimum requirements for this position.

*pending background check

ABBREVIATED RESUME

Position

Career Support Technician – TAACCCT Grant Program

Personal Data

Name: Rachel R. Gallagher

Education

Ph.D., New Mexico State University, Las Cruces, NM, in progress, target date - May 2015
Major: Rhetoric/Professional Communications, English

M.A., New Mexico State University, Las Cruces, NM, 2007
Major: English – Professional and Technical Communication
Minor: Women's Studies

B.A., Benedictine College, Atchison, KS, 2002
Major: Journalism and Mass Communications
Minor: Spanish

Professional Experience

New Mexico State University, Las Cruces, NM	
Senior Program Specialist	08/10 to Present
Program Coordinator	08/06 to 08/10
Publications Coordinator/Writer	07/03 to 08/06
Web Editor/Writer	03/04 to 08/06
The Atchison Daily Globe, Atchison, KS	11/02 to 06/03
News Writer	
The Leavenworth Times, Leavenworth, KS	
Assistant Sports Editor/News Writer	05/02 to 11/2002
The Circuit, Benedictine College, Atchison, KS	
Managing Editor	08/00 to 05/02
News Writer/Graphic Designer	06/01 to 05/02

Awards:

2005 and 2006 New Mexico Press Women Awards – Four Color Brochure Category, Feature Article,
2001 and 2002 Kansas Associated Collegiate Press – News Writing Awards

Memberships:

Association of Communication Excellence (ACE)
Aerobics and Fitness Association of America (AFAA)
National Federation of Press Women
New Mexico Press Women Association (Past Judge for ZIA Book Award)
Southwestern Political Science Association
Kansas Associated Collegiate Press (Past Judge)



New Mexico Junior College

Career Opportunities

Position Announcement • August 2014

Position Title: Career Support Technician (Grant Funded Position Through September 2017)

Position Description: The Career Support Technician shall be responsible to the Dean of Training and Outreach. The duties and responsibilities of the Career Support Technician shall be, but not limited to the following. A. To satisfactorily perform the job of Career Support Technician for New Mexico Junior College. B. General duties and responsibilities: 1) Implements the career support concept to meet organizational standards and goals of TAACCCT Grant by ensuring grant goals for enrollment, completion, and employment are met/exceeded. 2) Develops employer prospects and build prospect lists through cold calling, referrals, or inquiries by targeting specific companies. 3) Provides outreach to community employers to develop employment opportunities for program participants. 4) Develops awareness of all programs available through the TAACCCT grant with community employers, workforce board, employment agencies and potential participants, etc., by building and maintaining relationships forged from these contacts. 5) Assesses TAACCCT eligible student skill levels in reading, writing, and mathematics using various resources available including grant resources. 6) Assists students with enrollment in programs as needed; ensures students are enrolled in appropriate credit or non-credit programs. 7) Helps to prepare students for job search efforts and connect them with related resources, ensuring placement goals are met or exceeded. 8) Documents, records, tracks, and reports student progress and success and provides timely reports as specified in the TAACCCT grant. 9) Works closely with other on-campus departments to ensure students success, retention and job placement of grant participants. 10) Provides continuous career, personal, academic, and transfer advising to individuals and groups of program participants. 11) Coordinates orientation of new and returning program participants. 12) Consults with college faculty and personnel in the areas of admission and records, academic coursework, participant assessments or other areas to advocate on behalf of the student. 13) researches and gathers articulation information on other colleges and prepares degree plans with transfer equivalencies for use by counselors and advisors in transfer counseling. 14) Coordinates the comprehensive assessment and testing process for each program participant to determine specific academic deficiencies as well as social and other needs. 15) Develops an individual education plan for each program participant; ensures each program participant has the appropriate financial aid assistance, career and job information, job opportunity, career (vocational interest) testing, and assistance to the individuals with disabilities including contacts and referrals to the vocational rehabilitation services and other services provided by community agencies when deemed necessary. 16) Develops and conducts workshops and training on a variety of topics such as stress management, study skills, and overcoming test anxiety; provides career preference testing and career information and guidance for program participants; develops training materials, trains and assigns faculty advisors, and coordinates the faculty advisement program. 17) Participate, both as professional and a representative of New Mexico Junior College, in community affairs. 18) Promote the mission and vision of the College. 19) 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 and relevant experience preferred. Will consider non-degree candidates with substantial professional experience directly related to duties and responsibilities outlined in this posting. All degrees must be from a regionally accredited institution. Successful candidate must be able to obtain and keep a valid New Mexico or Texas Driver's license..

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

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

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

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

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Memorandum

To: Dr. McCleery

From: Jeff McCool, Dean of Training and Outreach *jm*

Date: October 3, 2014

Re: Request Board Approval for Employment of Relative: Administrative Assistant – Training and Outreach

After reviewing applications for the Administrative Assistant – Training and Outreach position, I would like to recommend Ms. Michelle Echeverria for the vacancy. Per the 2014-2015 New Mexico Junior College Employee Handbook, (policy #203-Employment of Relatives), I am requesting approval from the Board because Ms. Echeverria is related to Ms. Elena Dominguez, Upward Bound Academic Coordinator (sister).

Pending Board approval, I would like for Ms. Echeverria to start full-time employment on November 1, 2014, pending the successful completion of the background check. Thank you for your consideration.

Memorandum

To: Dr. McCleery

From: Jeff McCool, Dean of Training and Outreach *jm*

Date: September 30, 2014

Re: Request Board Approval for Employment of Relative: Coordinator of Facility Scheduling

After reviewing applications for the Coordinator of Facility Scheduling position, I would like to recommend Ms. Sara K. Prebenda for the vacancy. Per the 2014-2015 New Mexico Junior College Employee Handbook, (policy #203-Employment of Relatives), I am requesting approval from the Board because Ms. Prebenda is related to Mr. Aaron M. Prebenda, Learning Center Tutoring Specialist (spouse).

Pending Board approval, I would like for Ms. Prebenda to start full-time employment on November 1, 2014. The background check has been successfully completed. Thank you for your consideration.