

NEW MEXICO JUNIOR COLLEGE

BOARD MEETING

Thursday, September 15, 2016

Zia Room – Library

1:30 p.m.

AGENDA

- | | |
|---|--------------------|
| A. Welcome | Pat Chappelle |
| B. Adoption of Agenda | Pat Chappelle |
| C. Approval of Minutes of August 25, 2016 | Pat Chappelle |
| D. President's Report | Kelvin Sharp |
| E. New Business | |
| 1. Monthly Expenditures Report | Dan Hardin |
| 2. Monthly Revenue Report | Dan Hardin |
| 3. Oil and Gas Revenue Report | Dan Hardin |
| 4. Schedule of Investments | Dan Hardin |
| 5. Consideration of Approval for Transfer of Funds | Dan Hardin |
| 6. Personnel Recommendation - Recruiter for Automotive Technology | Stephanie Ferguson |
| F. Public Comments | Pat Chappelle |
| G. Announcement of Next Meeting | Pat Chappelle |
| H. Adjournment | Pat Chappelle |

**NEW MEXICO JUNIOR COLLEGE
BOARD MEETING
AUGUST 25, 2016
MINUTES**

The New Mexico Junior College Board met on Thursday, August 25, 2016, beginning at 1:30 p.m. in the Zia Room of Pannell Library. The following members were present: Ms. Patricia Chappelle, Madam Chair; Mr. Travis Glenn; Mrs. Mary Lou Vinson; Mr. Zeak Williams; and Mr. Hector Baeza. Mr. Black and Mr. Gomez were absent.

Ms. Chappelle called the meeting to order and welcomed visitors and guests present: Dorothy Fowler, Hobbs News-Sun and Gary Pankonien, Entrepreneur in Residence for New Horizons Foundation.

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

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

Under President's Report, Dr. Sharp provided updates of a Higher Education Department (HED) meeting recently attended. He reported a Strategic Plan for Higher Education for the State of New Mexico will soon be developed. Goals will be established in an attempt to come up with measures that will satisfy all of the different groups in Santa Fe. He noted the same metrics acceptable to all groups could possibly simplify reporting.

Dr. Sharp provided updates of a Legislative Finance Committee Hearing recently attended regarding the status of the budget and the impact it will have to the economy. He indicated overstated projections resulted in deficit of \$131M for FY16. He noted a special session will be called by Governor Martinez to come up with solutions to complete FY16 with a possibility of utilizing either tobacco funds or reserves.

Dr. Sharp presented drawing plans of the Equine Center to be built on the west side of the NMJC campus. He stated bids for the Equine Center are to be received on September 6, 2016. Soon after approval of the bids, construction of the facility seating approximately 1,800 people will begin.

Dr. Darrell Beauchamp provided updates of the Titanic Exhibit which opened in July. He reported the exhibit has brought in approximately 8,500 visitors over the course of the first 28 days, averaging approximately 2,000 visitors a week and 200 visitors a day. He noted income is averaging at approximately \$8.70 per person. He further stated school tours will begin next week. Approximately 6,000 children have been booked with another 2,000 to 3,000 to be booked within the next couple of weeks. He stated the month of September has been completely booked and October is currently at 50%. He further reported the museum has had visitors sign in from over 150 different cities, 26 states, and 7 countries. Ms. Chappelle thanked the museum staff and all volunteers for their efforts and time put into the Titanic Exhibit.

Dr. Sharp presented the GO Bond C stating four million dollars will be awarded to NMJC as seed money for the construction of the Allied Health Building. He reported NMJC is currently turning away qualified students and a larger building would accommodate the students wanting to earn their nursing degrees. He further stated nurses are well paid and in high demand but noted there is a shortage in an area with plenty of employment. He noted one area of concern is the location of the GO Bond C question on the back side of the ballot which may cause voters to overlook and mistakenly fail to vote.

Under New Business, Mr. Dan Hardin presented the July, 2016 financial reports. Upon a motion by Mr. Glenn, seconded by Mr. Baeza, the Board unanimously approved the Expenditure Report for July, 2016. In addition, the Revenue Report, Oil and Gas Revenue Report, and Schedule of Investments Report were reviewed.

Mr. Dan Hardin presented the Quarterly Financial Action Report. Upon a motion by Mr. Glenn, seconded by Mr. Williams, the Board unanimously approved the Quarterly Financial Action Report.

Mr. Dan Hardin presented the requested Research & Public Service Projects (RPSP) for the coming fiscal year. They are as follows: Athletics \$486,200; Oil & Gas Training Center \$176,200; Nurse Expansion \$308,200; Lea County Distance Education Consortium \$29,900; and NMJC Community and Student Radio Station \$50,000. Upon a motion by Mr. Glenn, seconded by Mrs. Vinson, the Board unanimously approved the requested projects.

Mr. Dale Gannaway presented a request for consideration of appointment of Dr. Kelvin Sharp to the New Horizons Foundation Board of Directors. Appointment would become effective August 1, 2016 as called for in Section 3 (b) of the NHF By-Laws. Upon a motion by Mr. Glenn, seconded by Mr. Baeza, the Board unanimously approved this request.

Mr. Dale Gannaway and Mr. Gary Pankonien provided updates of the Cold Spray Machine. He stated the machine has been leased and is currently located at Pemco. Board members were encouraged to contact Mr. Garry Buie, owner of Pemco, if they have an interest in looking at the machine. Mr. Pankonien stated it was discovered the machine built to operate and repair products is useful for a number of different functions. Mr. Pankonien also provided brief updates of the muffler project and stated the designs have been received and the next stage is to turn the design into the actual product. He further noted he is hopeful this will be completed in approximately 30 days.

Mr. Dennis Kelley recommended Mr. Michael A. Weiss for the Public Safety Officer position at a 12-month salary of \$60,000. Upon a motion by Mrs. Vinson, seconded by Mr. Baeza, the Board unanimously approved the employment of Michael A. Weiss, effective September 1, 2016.

Mr. Dennis Kelley recommended Ms. Candace N. McTizic-Garcia for the Public Safety Officer position at a 12-month salary of \$52,000. Upon a motion by Mrs. Vinson, seconded by Mr. Williams, the Board unanimously approved the employment of Candace N. McTizic-Garcia.

Ms. Chappelle called for comments from the public. There being none, the next regular board meeting was scheduled for Thursday, September 15, 2016 beginning at 1:30 pm.

Mrs. Vinson moved the board go into closed session for the discussion of limited personnel matters under the provisions of section 10-15-1-H (2) of New Mexico Statutes Annotated 1978. Mr. Williams seconded the motion. The roll call vote was as follows: Mr. Baeza – yes; Mr. Williams – yes; Mrs. Vinson – yes; Mr. Glenn – yes; and Ms. Chappelle – yes.

Upon re-convening in open meeting, Ms. Chappelle stated that the matters discussed in the closed meeting were limited only to those specified in the motion for closure.

Upon a motion by Mr. Glenn, seconded by Mr. Williams, the board meeting adjourned at 3:20 pm.

Pat Chappelle, Chair

Ron Black, Secretary

NEW MEXICO JUNIOR COLLEGE

Vice President for Finance

To: **New Mexico Junior College Board Members**
From: Dan Hardin
Date: September 8, 2016
RE: Expenditure and Revenue Reports for August

August is the second month of the 2016/2017 fiscal year. The Expenditure report reflects funds expended and encumbered. Total current unrestricted funds expended year-to-date is \$4,958,577.00. In reviewing the unrestricted fund expenditures some funds have a higher percentage of expenditures through August. These areas have expenditures that are tied to the beginning of the fall semester or have had large encumbrances. Internal Services normally has maintenance agreements being encumbered at this time, but we will see those in September. Student Aid is at 54% due to the awards at the beginning of the fall semester. Auxiliary Enterprise is at 32% because of encumbering the Food Service contract with Sodexo. In Athletics, grant-in-aid has been awarded for the student athletes. In the restricted funds year-to-date we have expended \$1,970,371.00 as we have the semi annual financial aid payout to the students. September will have large expenditures in restricted financial aid as the student loans will be posted on September 23rd for the first time borrowers.

The expenditures and/or encumbrances for the month in the Plant funds were \$511,200.00 with the year-to-date total of \$8,654,548.00.

Total year-to-date expenditures through the month of August are \$15,583,496.00, which reflects the encumbrances for the various capital projects, the restricted fund expenditures, and the unrestricted expenditures.

The revenue for the month in Current Unrestricted Funds is \$3,674,495.00. Revenue consists of tuition and fees, the state appropriation, oil and gas monthly accrual, and auxiliary enterprises. As we mentioned last month, the Deferred Revenue from FY 16 was posted in August, which increased the Tuition and Fee revenue. In the restricted funds we received \$1,669,109.00 from restricted student aid and grant drawdown. Total revenue for the month of August is \$5,347,607.00, with the year-to-date revenue totaling \$7,295,607.00 or 19% of the projected revenue.

The Oil and Gas report is still reflecting the revenue the College received and is posting to FY 16. Oil and Gas funds received in August for the month of May were \$653,014.00.

In the Investment report there is \$10,593,127.00 in the LGIP, of which designated capital projects currently total \$13,993,696.41.

This is the Financial Report for August 2016.

NEW MEXICO JUNIOR COLLEGE

Expenditure Report

August 2016

17% of Year Completed

Fund	2015-16			2016-17			
	Final Budget	Year-to-Date Expended or Encumbered	Percentage of Budget Expended	Budget	Current Expended or Encumbered	Expended or Encumbered	Percentage of Budget Expended
CURRENT UNRESTRICTED FUND							
Instruction and General:							
Instruction	10,103,380	1,149,054	11%	10,189,730	612,730	1,124,843	11%
Academic Support	2,628,124	446,003	17%	2,520,941	215,737	452,576	18%
Student Services	1,988,062	298,123	15%	1,996,717	184,675	326,321	16%
Institutional Support	3,694,568	726,031	20%	3,847,809	537,351	932,777	24%
Operation & Maintenance of Plant	3,658,460	761,995	21%	3,653,853	281,430	661,598	18%
Subtotal - Instruction & General	22,072,594	3,381,206	15%	22,209,050	1,831,923	3,498,115	16%
Student Activities	0		0%	0	0		0%
Research	0		0%	0	0		0%
Public Service	0		0%	0	0		0%
Internal Service Departments	85,520	44,841	52%	85,520	(10,395)	(4,210)	-5%
Student Aid	668,551	315,866	47%	668,551	346,613	357,964	54%
Auxiliary Enterprises	1,858,486	707,282	38%	2,038,349	453,016	650,892	32%
Athletics	1,157,636	400,490	35%	1,191,478	357,857	455,816	38%
Total Current Unrestricted Fund	25,842,787	4,849,685	19%	26,192,948	2,979,014	4,958,577	19%
CURRENT RESTRICTED FUND							
Grants	2,055,881	753,718	37%	1,977,141	130,942	214,770	11%
Student Aid	4,989,673	1,637,821	33%	3,989,359	1,596,276	1,755,601	44%
Total Current Restricted Fund	7,045,554	2,391,539	34%	5,966,500	1,727,218	1,970,371	33%
PLANT FUNDS							
Capital Outlay / Bldg. Renewal & Repl.							
Projects from Institutional Funds	13,587,117	2,156,112	16%	11,519,140	471,035	3,130,342	27%
Projects from State GOB Funds	5,298,450	317,875	0%	4,955,549	0	4,950,000	100%
Projects from State STB Funds	705,000	59,000	0%	785,072		500,900	0%
Projects from General Fund	0		0%	0			0%
Projects from Private Funds	0		0%	0			0%
Projects from State ER&R	332,720	70,655	21%	332,720	40,165	40,165	12%
Projects from State BR&R	597,281	306,279	51%	597,281		33,141	6%
Subtotal - Capital and BR&R	20,520,568	2,909,921	14%	18,189,762	511,200	8,654,548	48%
Debt Service							
Revenue Bonds	0	0	0%	0	0	0	0%
Total Plant Funds	20,520,568	2,909,921	14%	18,189,762	511,200	8,654,548	48%
GRAND TOTAL EXPENDITURES	53,408,909	10,151,145	19%	50,349,210	5,217,432	15,583,496	31%

NEW MEXICO JUNIOR COLLEGE
Revenue Report
August 2016

17% of Year Completed

Fund	2015-16			2016-17			
	Final Budget	Year-to-date Revenue	Percentage of Budget Received	Budget	Current Revenue	Year-to-date Revenue	Percentage of Budget Received
CURRENT UNRESTRICTED FUND							
Instruction and General:							
Tuition and Fees	3,692,200	1,922,413	52%	3,667,000	1,548,724	1,980,182	54%
State Appropriations	6,129,500	1,021,732	17%	5,982,400	498,491	997,483	17%
Advalorem Taxes - Oil and Gas	7,235,000	930,000	13%	7,235,000	465,000	930,000	13%
Advalorem Taxes - Property	6,853,725	0	0%	7,052,621			0%
Interest Income	4,000	3	0%	15,000	7	7	0%
Other Revenues	317,000	20,433	6%	347,984	106,275	182,490	52%
Subtotal - Instruction & General	24,231,425	3,894,581	16%	24,300,005	2,618,497	4,090,162	17%
Student Activities	0	0	0%	0	0	0	0%
Public Service	0	0	0%	0	0	0	0%
Internal Service Departments	27,000		0%	39,170	2,607	2,607	7%
Auxiliary Enterprises	2,288,000	1,176,236	51%	2,586,000	1,014,083	1,291,424	50%
Athletics	487,100	80,893	17%	477,300	39,308	78,616	16%
Total Current Unrestricted	27,033,525	5,151,710	19%	27,402,475	3,674,495	5,462,809	20%
CURRENT RESTRICTED FUND							
Grants	2,055,881	754,304	37%	1,977,141	223,524	223,524	11%
Student Aid	4,989,673	1,506,047	30%	3,989,359	1,445,585	1,605,160	40%
Total Current Restricted	7,045,554	2,260,351	32%	5,966,500	1,669,109	1,828,684	31%
PLANT FUNDS							
Capital Outlay / Bldg. Renewal & Repl.							
Projects from State GOB Funds	5,000,000	317,875	0%	4,955,549			0%
Projects from State STB Funds	705,000	0	0%	785,072	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)	13,105	1,641	13%	10,000	4,003	4,003	0%
Total Plant Funds	5,718,105	319,516	6%	5,750,621	4,003	4,003	0%
GRAND TOTAL REVENUES	39,797,184	7,731,577	19%	39,119,596	5,347,607	7,295,496	19%

NEW MEXICO JUNIOR COLLEGE

Oil and Gas Revenue Report

June 2016

100% of Year Completed

		OIL		GAS		COMBINED		
Sales	Month of	Price per BBL	Lea County BBLs sold	Price per MCF	Lea County MCF sold	Monthly Revenue	2015-16 Original Budget	Variance Over (Under) Budget
	Distribution							
Actual	July	\$45.16	5,898,788	\$2.85	17,668,988	720,659	465,000	255,659
Actual	August	\$35.51	6,117,230	\$2.76	17,591,052	678,487	465,000	213,487
Actual	September	\$40.02	6,000,461	\$2.81	17,818,034	679,100	465,000	214,100
Actual	October	\$40.75	6,059,129	\$2.75	18,623,279	704,218	465,000	239,218
Actual	November	\$36.54	5,895,503	\$2.56	17,591,186	594,349	465,000	129,349
Actual	December	\$29.81	5,565,429	\$2.41	15,996,106	489,235	465,000	24,235
Actual	January	\$25.60	5,776,954	\$2.18	15,894,801	426,723	465,000	(38,277)
Actual	February	\$25.37	5,345,690	\$2.09	16,448,866	379,449	465,000	(85,551)
Actual	March	\$30.65	6,199,048	\$2.02	18,685,606	544,160	465,000	79,160
Actual	April	\$33.46	6,100,273	\$2.39	19,480,042	578,293	465,000	113,293
Actual	May	\$40.50	6,019,440	\$3.63	20,418,511	653,014	465,000	188,014
Accrual	June					465,000	465,000	0
Y.T.D. Production Tax Revenue						6,912,687	5,580,000	1,332,687
Y.T.D. Equipment Tax Revenue						2,569,917	1,655,000	914,917
Total Year-to-Date Oil & Gas and Equipment Tax Revenue						<u>9,482,604</u>	<u>7,235,000</u>	<u>2,247,604</u>

Source: New Mexico Taxation and Revenue Department

NEW MEXICO JUNIOR COLLEGE

Schedule of Investments

August 2016

17% of Year Completed

Financial Institution	Amount Invested	Account Number	Interest Rate	Interest Earned
State of New Mexico Local Government Investment Pool	10,593,127	7102-1348	0.147%	0
Plus deposits	0			
Less withdrawals	0			
Total LGIP investments	<u>10,593,127</u>			<u>0</u>

Capital Projects	8/31/2016
Vehicles	50,000.00
Technology Upgrade	527,624.48
JASI	1,359.54
WHM South Gallery	266,594.43
Baseball Field	23,362.95
Rodeo Arena	48,227.26
Luminis Software	2,993.00
Landscaping	286,552.33
Campus Signage	601.67
Dorm/Apartment Refurbish	71,138.36
Campus Construction	232,155.66
Oil & Gas Training	157,003.00
Public Sector	9,227.00
Campus Security	124,782.90
Lumens Software-Distance Learn	5,000.00
Copier Replacement	274.00
Non-Recurring Compensation	152,169.10
Athletics	42,991.36
Student Life Programming	20,432.28
Warehouse/Cont Ed Remodel	669.00
Succession Plan	52,014.15
WHM Exhibits	121,935.00
Mansur Hall Upgrades	15,861.02
Senior Warm Water Wellness Ctr	5,000,000.00
Driving Range Upgrades	200,000.00
Entertainment Technology	2,363,954.03
Cafeteria Upgrade	211,814.00
Channel 19 Upgrade	32,719.62
FERPA & Title IX	8,564.50
Equestrian Center	3,000,000.00
Bob Moran Upgrades	60,914.39
Turf Replacement	82,781.47
WHM Titanic Exhibit	60,601.61
HVAC Software-Central Plant	200,000.00
Busing Support for Recruiting	6,000.00
HED Faculty Development	20,000.00
Allied Health	530,000.00
Workforce Training Contingency	3,378.30
Total	13,993,696.41

NOTE: Capital projects total does not include encumbered funds

NEW MEXICO JUNIOR COLLEGE

Vice President for Finance

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

To: NMJC Board members
From: Dan Hardin
RE: Transfer funds from reserves for Web Site restructure
Date: September 9, 2016

NMJC Board members,

Dr. Sharp, Dr. Sanderson, Bill Kunko, and Regina Choate have gone out for quotes for vendors to restructure the NMJC Web Site. A vendor has been identified and the cost of the restructure will be \$40,000.00 or less. The administration is requesting \$40,000.00 be moved from reserves to a capital account titled Web Site Restructure for the purpose of changing the look, functionality, and the backroom architecture of the New Mexico Junior College Web Site. An institution's web site is extremely important for recruiting students and retaining existing students. This change will move the College forward in the highly competitive world of online education and provide a better platform for information to be kept current and relevant.

Respectfully,



Dan Hardin

NEW MEXICO JUNIOR COLLEGE

Personnel Recommendation for Board Consideration

The following candidate is being recommended for employment as follows:

Date 9/8/2016

Candidate's name Rebecca S. Pons

Position title Recruiter for Automotive Technology

New position Existing position Classification Faculty Professional Other _____

Is candidate related to another NMJC employee? yes no If so, to whom Myra Linville, P-T CAD

Effective date of employment 10/01/2016 * Standard contract length 12 mos. 9 mos. other _____

Funding source Institutional Funds

Paid advertising beyond *standard HigherEdJobs.com

(*Standard: The Hobbs News-Sun, Direct Mail to approximately 51 colleges in a 5-state region, NM Dept. of Labor, NMJC Website, & Lubbock TX Workforce Development Website)

Posted salary range \$35,595 – \$53,392 Recommended annual salary \$40,791 Prorated salary yes no

Account number(s) with respective % allocation(s) 11000 2584 61301 102

Recommended and approved by:



Supervisor


Vice President



Dean/Director


President

Selection Committee Members: Dr. Stephanie Ferguson – Dean of Distance Learning and Professional Studies
Kelley Williams – Professor of Automotive Technology – Ford ASSET - Chairperson
Jeffrey Miller – Professor of Automotive Technology – GM ASEP
Jill Henning – Professor of Nursing
Carol Marquez – Administrative Secretary – Automotive Technology/AVHS

Comments: Ms. Pons with an associate degree in business and more than eleven years of applicable experience meets and/or exceeds
the minimum requirements for this position.

*Pending background check

ABBREVIATED RESUME

Position

Recruiter for Automotive Technology

Personal Data

Name: Rebecca S. Pons

Education

A.S., Oklahoma City Community College, Oklahoma City, OK, 1986
Major: Business

Professional Experience

Safety and Environmental Solutions, Inc., Hobbs, NM Project Scientist	06/2015 to present
Diversified Field Services, Inc., Hobbs, NM Project Scientist	08/2013 to 05/2015
Cendera Funding, Dallas, TX Loan Officer	3/2013 to 12/2014
Waste Control Specialists, LLC, Andrews, TX Technical Environmental/Permit Writer	05/2011 to 10/2012
Online Courses Proschool, Hobbs, NM Part-time New Mexico and Federal Lending Regulation and Ethics Agent	11/2012 to 08/2015
Stripes Stores #80, Hobbs, NM Store Manager	02/2010 to 10/2011
ZIA Park and Casino Vault and Cage Supervisor	11/2010 to 4/2011
Montgomery Mobile Home Park, Hobbs, NM Park Supervisor	03/2004 to 02/2010
State Farm Gwen-Decassios Agency, Oklahoma City, OK Staff Agent	02/2001 to 02/2002
Shelter Insurance Agency, Mustang, OK Owner/Agent	06/1992 to 02/2000
South Oklahoma City Chamber of Commerce, Oklahoma City, OK Director of Economic Development	1990 to 1992
Metropolitan Management, Mustang, OK Full Charge Bookkeeper	1986 to 1990



New Mexico Junior College

Career Opportunities

Position Announcement • May 2016

Position Title: Recruiter for Automotive Technology

Position Description: This position reports to the Dean of Distance Learning and Professional Studies and is responsible for recruiting students for both the Ford and General Motors automotive programs at New Mexico Junior College. Duties and responsibilities shall be, but are not limited to, the following: (1) Develop professional relationships with dealership personnel, high school automotive faculty, high school counselors, prospective students, and parents of students during the recruiting phase; (2) Substantial travel is required; (3) Achieve the goal of recruiting students for both Ford and GM start-up classes (4) As assigned, participate in college service through standing and ad hoc committees; (5) Post and maintain supervisor approved itinerary each week; (6) Within approved budget parameters, participate in a process of continual personal and professional improvement; (7) Actively participate in the institutional goals and objectives designed to support the mission of the college; and, (8) Nothing contained herein shall limit the President in assigning the employee to any of the various college activities for which he/she would be qualified in order to meet the needs of New Mexico Junior College.

Qualifications: Bachelor's degree preferred. Candidates with automotive industry related experience preferred. All degrees must be from a regionally accredited institution. Candidate must be willing to pursue a professional development plan, which may include technical updating as well as other professional development activities. Computer proficiency is required.

Salary/Benefits: This is a 12 month professional position with a starting salary range of \$35,595.00 to \$53,392.00 and is commensurate with education and experience. Standard NMJC benefits apply.

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

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

1 Thunderbird Circle, Hobbs, NM, 88240 • Phone: (505) 492-2793 • Fax: (505) 492-2796 • Toll Free: 1-800-657-6260 • E-mail: mehernandez@nmjc.edu