

# NEW MEXICO JUNIOR COLLEGE

## BOARD MEETING

Thursday, May 18, 2017  
Zia Board Room – Library  
1:30 pm

## AGENDA

- |   |                |
|---|----------------|
| A. Welcome  | Pat Chappelle  |
| B. Adoption of Agenda   | Pat Chappelle  |
| C. Approval of Minutes of April 20, 2017  | Pat Chappelle  |
| D. President's Report   | Kelvin Sharp   |
| E. New Business   |                |
| 1. Monthly Expenditure Reports  | 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 Reports   | Dan Hardin     |
| 6. Consideration of the Five Year Capital Plan  | Dan Hardin     |
| 7. Consideration of Application Between NMJC & LCDEC<br>for the USDA Distance Learning & Telemedicine Grant | Steven Blandin |
| 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  
APRIL 20, 2017  
MINUTES**

The New Mexico Junior College Board met on Thursday, April 20, 2017, beginning at 1:30 p.m. in the Zia Room of Pannell Library. The following members were present: Ms. Patricia Chappelle, Madam Chair; Mr. Ron Black, Secretary; Mr. Travis Glenn; Mrs. Mary Lou Vinson; Mr. Zeak Williams; and Mr. Hector Baeza. Mr. Manny Gomez was absent.

Ms. Chappelle called the meeting to order and welcomed visitors and guests present: Dorothy Fowler, Hobbs News-Sun, NMJC Women's Track Team, and the NMJC Golf Team.

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

Upon a motion by Mrs. Vinson, seconded by Mr. Glenn, the Board unanimously approved the minutes of March 16, 2017 and April 13, 2017.

***Under President's Report,*** Mr. Deron Clark, Director of Athletics, provided brief updates of the NMJC Golf Team and the NMJC Women's Track Team. The NMJC Golf Team will be competing against five teams in a District Tournament in Abilene, Texas this weekend for a spot at the National Tournaments. The NMJC Women's Track Team, National Junior College Indoor Champions, will be competing in the Outdoor Track Championships in mid-May in Hutchinson, Kansas. Mr. Clark expressed his appreciation to the teams for their dedication and tremendous performance as athletes and students of NMJC. Coach Keith Blackwill introduced the members of the track team. In addition, he announced Esther Gitahi was awarded the NJCAA Track Athlete of the Year and Latavia Coombs was awarded the NJCAA Field Event Athlete of the Year, NJCAA Indoor Athlete of the Week, and twice awarded the NJCAA Outdoor Athlete of the Week. Coach James Berry introduced the members of the NMJC Golf Team.

Dr. Sharp reported Governor Susana Martinez vetoed the Higher Education Budget Bill passed by the legislature. With the current situation and no funding available to Higher Education, Dr. Sharp stated he would request a table of the 2017-2018 Budget Recommendation. In addition, he stated a special session is anticipated in the near future and is hopeful the Governor's office and members of the legislature will work together to determine the outcome of Higher Education funding.

*Under New Business,* Ms. Chappelle presented an Amendment to Employment Agreement by and between NMJC and Dr. Kelvin Sharp for approval. Upon a motion by Mr. Black, seconded by Mr. Glenn, the Board unanimously voted to approve an additional one-year extension of the term and retention bonus of the current three-year contract.

Agenda item E. 2. – Consideration of 2017-2018 Budget Recommendation. Upon a motion by Mr. Glenn, seconded by Mrs. Vinson, the Board unanimously approved the table of agenda item E. 2.

Mr. Dan Hardin presented the March 2017 financial reports. Upon a motion by Mr. Black, seconded by Mrs. Vinson, the Board unanimously approved the Expenditure Report for March 2017. In addition, the Revenue Report, Oil and Gas Revenue Report, and Schedule of Investments Report were reviewed.

Mr. Dale Gannaway presented a consideration of proposed NHF 2017-2018 Slate of Officers and a request for a three-year term reassignment of NHF Board members. Upon a motion by Mr. Glenn, seconded by Mr. Baeza, the Board unanimously approved these requests as presented.

Mrs. Regina Choate and Mr. Greg O'Brien presented Bids #1080 – Music & Sound Equipment, #1081 – Electronic & Physics Lab Equipment, and #1083 – Hardware/Software Equipment for approval. Mrs. Choate and Mr. O'Brien also requested a table of Bid #1082 – Lighting Rig Lab Equipment as no bids were received. The administration recommended acceptance of bids #1080, #1081, and #1083 as follows: 1) Bid #1080 - All Star Music Empire of Flemington, NJ - \$5,004.00; Guitar Center of Nashville, TN - \$78,226.24; Music World of Hobbs,

NM - \$9,155.36; Parson Audio of Wellesley, MA - \$38,021.35; Q-Systems of Hobbs, NM - \$288.00; and Solid State Logic of Los Angeles, CA - \$198,500.00 2) Bid #1081- MCM Electronics, Inc. of Centerville, OH - \$21,162.21; and RDM Industrial Products of Milpitas, CA - \$24,557.00 3) Bid #1083 – Sweetwater Sound, Inc. of Fort Wayne, IN - \$185,119.50. The total amount for the purchase of equipment for the Entertainment Technology Center is \$560,033.66. After significant discussion and questions answered, and upon a motion by Mrs. Vinson, seconded by Mr. Black, the Board unanimously approved the administration recommendations. It was noted Bid #1082 – Lighting Rig Lab Equipment will be rebid and presented at a later date.

Ms. Chappelle called for comments from the public. There being none, the next regular board meeting was scheduled for Thursday, May 18, 2017 beginning at 1:30 pm.

Upon a motion by Mrs. Vinson, seconded by Mr. Williams, the board meeting adjourned at 2:30 pm.

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Pat Chappelle, Chair

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Ron Black, Secretary



*new mexico junior college*  
**ALLIED HEALTH SERVICES**

SCHEMATIC DESIGN | MAY 1, 2017



## INTRODUCTION

### *project team*

#### PROJECT TEAM

*New Mexico Junior College*  
owner



*Dekker/Perich/Sabatini*  
architecture, structural engineering,  
interior design, landscape design



*Pettigrew & Associates*  
civil engineering



*Bridgers & Paxton*  
mechanical, electrical, plumbing, IT/  
AV engineering

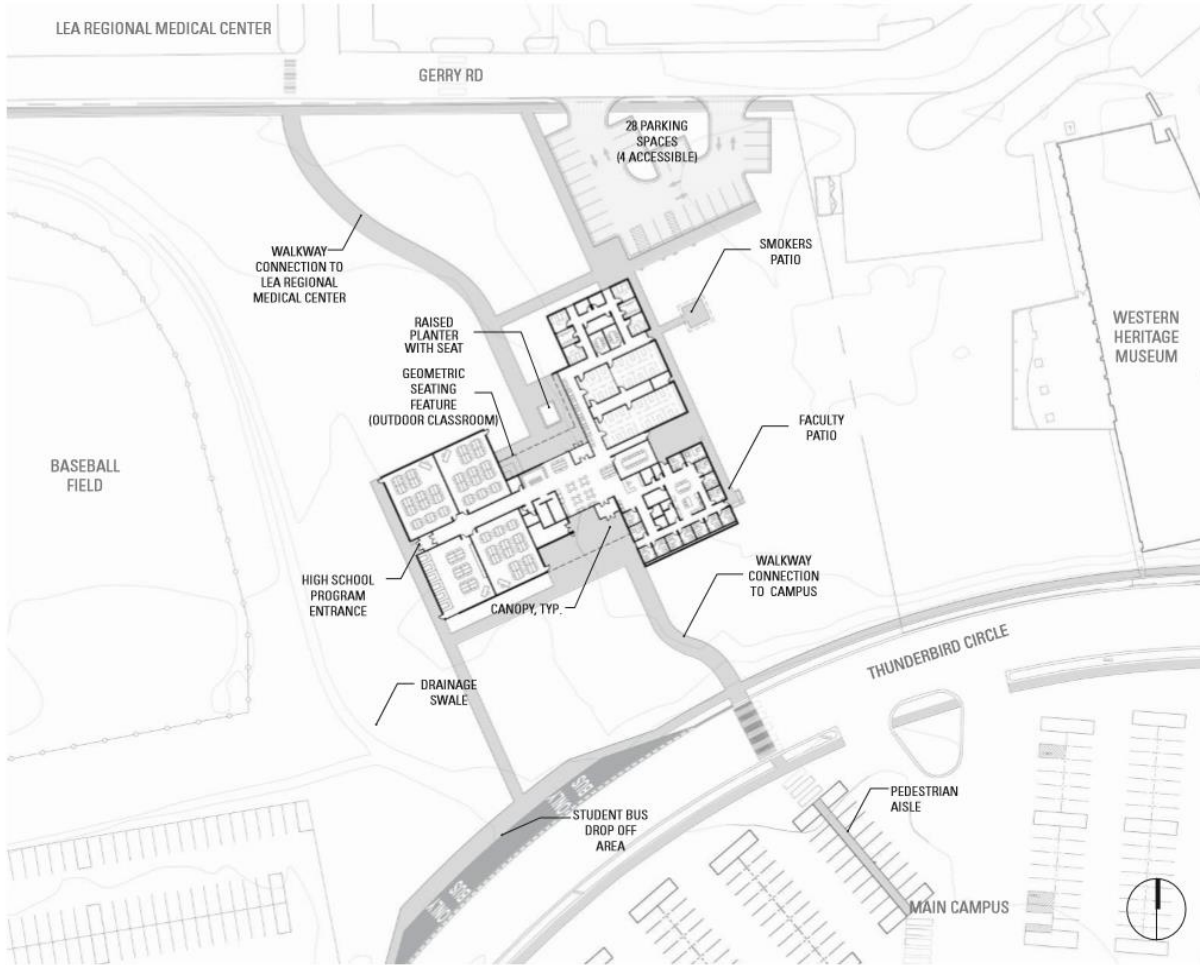


#### DESIGN ADVISORY TEAM

Dr. Kelvin Sharp, President  
Dr. Dennis Atherton  
Dr. Charley Carroll  
Dan Hardin

Shannon Allen  
Cammie Armstrong  
Saundra Clark  
Steph Ferguson  
Lorraine Hannah  
Donnie Hayes  
Jill Henning  
Belinda Rincones  
Misty Stine  
Kim Webb

**SCHEMATIC DESIGN**  
*site and landscape plan*



**ACCESSIBILITY AND CIRCULATION**

Parking is located to the northeast of the building with short distances to the simulation labs, administrative offices, and the building lobby. A bus drop off along Thunderbird Circle will convey visiting students to the west entrance where they can access the active learning classrooms.



**PLACES FOR STUDY AND CONTEMPLATION**

The student patio on the north side of the building serves as an extension of the indoor student lounge. Here students can gather, study, and relax in a patio setting that opens up to views of the hospital. The building shelters the patio from winds coming out of the southwest. Afternoon shade will accompany the windbreak to create a comfortable outdoor setting. Various seating arrangements are built into the hardscape and encourage conversation and contemplation.



**SCHEMATIC DESIGN**  
*floor plan*



**ORGANIZATION OF PROGRAM INTO FOUR COMPONENTS**

Three of the components, faculty offices, classrooms, labs/simulation rooms, remain independent of each other while the fourth, the student lounge, doubles as the point of access to each. This direct connection from the centrally located student lounge promotes an efficient design. It eliminates unnecessary circulation and contributes to the reduction of the building square foot size.

- LABS/SIM ROOMS
- FACULTY OFFICES
- STUDENT LOUNGE/ENTRY
- CLASSROOMS

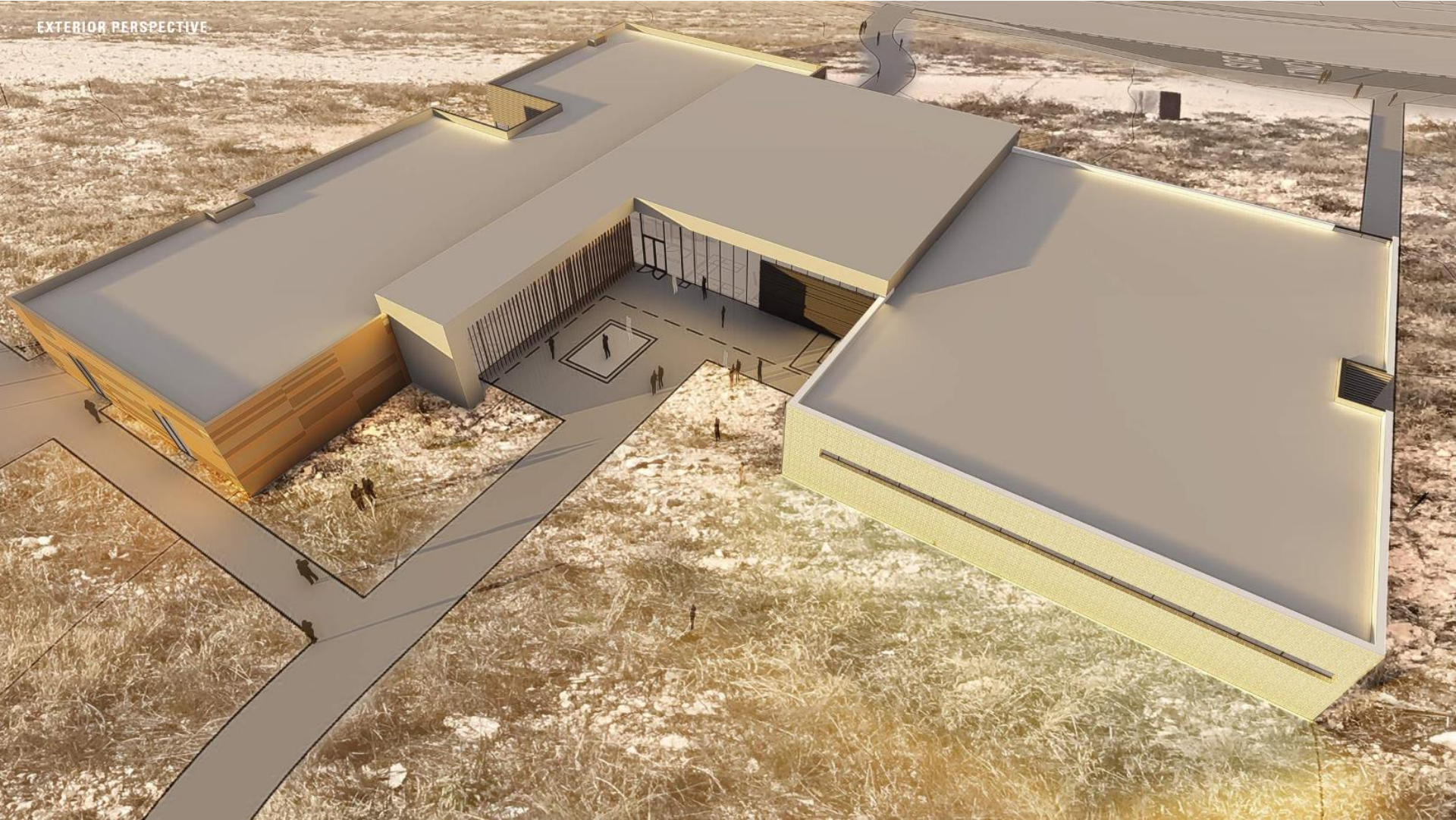




EXTERIOR PERSPECTIVE



EXTERIOR PERSPECTIVE



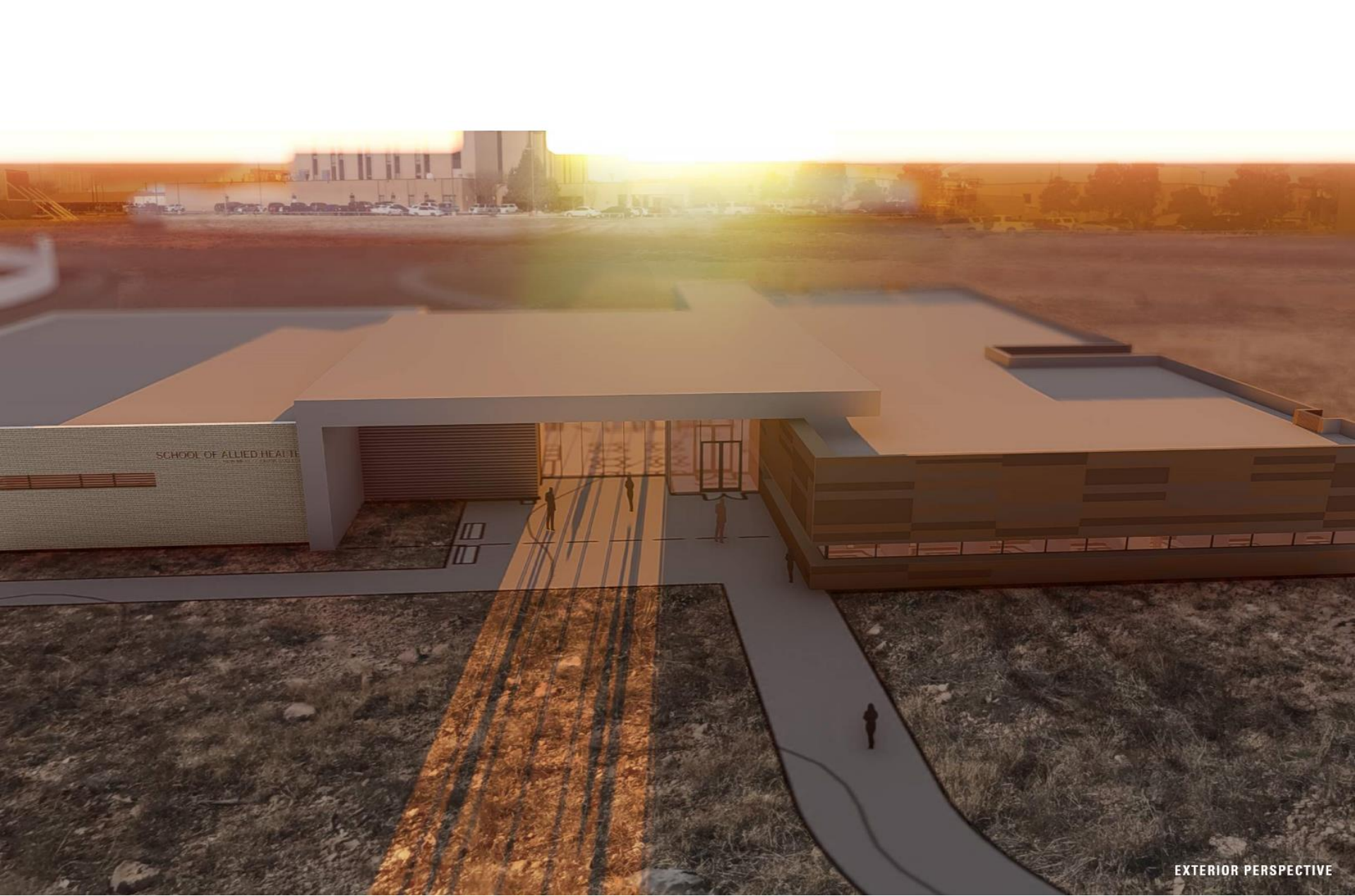
EXTERIOR PERSPECTIVE

SCHOOL OF ALLIED HEALTH  
NEW MEXICO JUNIOR COLLEGE



EXTERIOR PERSPECTIVE





SCHOOL OF ALLIED HEALTH

EXTERIOR PERSPECTIVE

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# NEW MEXICO JUNIOR COLLEGE

Vice President for Finance

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To: **New Mexico Junior College Board Members**

From: Dan Hardin

Date: May 10, 2017

RE: Expenditure and Revenue Reports for April 2017

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April is the tenth month or 83% of the budget for the 2016/2017 fiscal year. The expenditure report represents funds expended and encumbered. The total year-to-date funds expended and/or encumbered through the month of April is \$43,842,813.00. Current Unrestricted Expenditures for the month of April are \$2,151,582.00. The total YTD Current Unrestricted Funds through April are \$23,413,200.00, which is 84% of the budget. Budget adjustments have been made to the original budget to cover overloads, part-time faculty, one-time compensation, and all other changes that have been made during the fiscal year. Most areas are staying within their budgets as the semester slows down and we start closing out the last two months of the fiscal year.

In the Restricted Funds, Grants continue to expend their budget. Most grants do not end their year until the end of September. Year-to-date expenditures for the restricted funds are \$5,190,528.00, which is 87% of their budget.

The Plant Fund expenditures for the year include the Technology Upgrades, Entertainment Technology project, Campus Security, Campus Construction, CORE, and several smaller projects. The total year-to-date expenditures in Plant Funds are \$15,239,085.00.

Total expenditures for the month of April were \$2,641,785.00, with year-to-date expenditure total of \$43,842,813.00, which is at 84% of the total budget.

Revenue generated in Current Unrestricted funds in April was \$1,705,791.00. Most of the revenue came from the monthly allocation from the State, oil and gas mill levy, and property tax income. Restricted Funds had total revenue of \$218,570.00 for the month of April. Total restricted revenue year-to-date is \$4,946,973.00. Total revenue for the month of April 2017 is \$1,939,366.00, with year-to-date revenue of \$36,299,496.00 or 93% of projected budget.

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The actual oil and gas tax revenue and Oil and Gas Equipment Tax revenue for April was \$983,431.00, which is from the month of January. Last year the revenue in April for Oil & Gas was \$426,723.00. There is a monthly accrual of \$465,000.00 for each of the three months that includes February, March and April. Total oil & gas and oil & gas equipment tax revenue year-to-date is \$8,316,670.00, which is \$1,081,670.00 over the projected budget through ten months of the budget. Last year at this time the total Oil & Gas and Oil and Gas Equipment plus the accruals was \$8,250,586.00.

The investment report shows an ending balance in the Local Governmental Investment Pool of \$8,593,127.00, as there was no activity in April. The balances for capital projects are currently \$8,090,577.00.

As of May 11, 2017, State funding for FY 18 for Higher Education still has not been determined. The lawsuit petitioning the New Mexico Supreme Court to overturn the Governor's vetoes was denied, as the Court said a judicial decision was too early. Now we wait for the outcome of the Special Session that is scheduled for May 24<sup>th</sup>.

Board members and Dr. Sharp there have been numerous comments from staff expressing thanks and gratitude to the Board for the one-time compensation. I would like to express my thanks to each of you for your support of New Mexico Junior College and the New Mexico Junior College staff.

This concludes the Financial Report for April 2017.

# NEW MEXICO JUNIOR COLLEGE

## Expenditure Report

### April 2017

83% 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
<b>CURRENT UNRESTRICTED FUND</b>							
<b>Instruction and General:</b>							
Instruction	10,103,380	7,956,706	79%	9,411,048	852,544	7,891,442	84%
Academic Support	2,628,124	2,204,987	84%	3,029,528	191,827	2,223,437	73%
Student Services	1,988,062	1,627,723	82%	2,011,855	140,223	1,634,565	81%
Institutional Support	3,694,568	3,924,532	106%	5,661,725	315,984	3,905,790	69%
Operation & Maintenance of Plant	3,658,460	3,320,078	91%	3,751,144	370,038	3,027,098	81%
<b>Subtotal - Instruction &amp; General</b>	<b>22,072,594</b>	<b>19,034,026</b>	<b>86%</b>	<b>23,865,300</b>	<b>1,870,616</b>	<b>18,682,332</b>	<b>78%</b>
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	130,578	153%	85,520	72,313	200,769	235%
Student Aid	668,551	681,878	102%	668,551	5,871	663,116	99%
Auxiliary Enterprises	1,858,486	2,310,544	124%	2,038,349	129,480	2,493,841	122%
Athletics	1,157,636	1,423,380	123%	1,191,478	73,302	1,373,142	115%
<b>Total Current Unrestricted Fund</b>	<b>25,842,787</b>	<b>23,580,406</b>	<b>91%</b>	<b>27,849,198</b>	<b>2,151,582</b>	<b>23,413,200</b>	<b>84%</b>
<b>CURRENT RESTRICTED FUND</b>							
Grants	2,055,881	1,660,535	81%	1,977,141	93,166	1,211,391	61%
Student Aid	4,989,673	3,575,356	72%	3,989,359	25,380	3,979,137	100%
<b>Total Current Restricted Fund</b>	<b>7,045,554</b>	<b>5,235,891</b>	<b>74%</b>	<b>5,966,500</b>	<b>118,546</b>	<b>5,190,528</b>	<b>87%</b>
<b>PLANT FUNDS</b>							
<b>Capital Outlay / Bldg. Renewal &amp; Repl.</b>							
Projects from Institutional Funds	8,587,117	3,557,423	41%	11,519,140	171,909	9,069,829	79%
Projects from State GOB Funds	5,000,000	317,875	0%	4,955,549		4,955,550	100%
Projects from State STB Funds		553,777	0%	785,072	142,377	783,277	0%
Projects from General Fund	0		0%	0			0%
Projects from Private Funds	0		0%	0			0%
Projects from State ER&R	332,720	95,443	29%	332,720	39,302	191,493	58%
Projects from State BR&R	597,281	835,017	140%	597,281	18,069	238,936	40%
Subtotal - Capital and BR&R	14,517,118	5,359,535	37%	18,189,762	371,657	15,239,085	84%
<b>Debt Service</b>							
Revenue Bonds	0	0	0%	0	0	0	0%
<b>Total Plant Funds</b>	<b>14,517,118</b>	<b>5,359,535</b>	<b>37%</b>	<b>18,189,762</b>	<b>371,657</b>	<b>15,239,085</b>	<b>84%</b>
<b>GRAND TOTAL EXPENDITURES</b>	<b>47,405,459</b>	<b>34,175,832</b>	<b>72%</b>	<b>52,005,460</b>	<b>2,641,785</b>	<b>43,842,813</b>	<b>84%</b>



# NEW MEXICO JUNIOR COLLEGE

## Revenue Report

### April 2017

83% 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
<b>CURRENT UNRESTRICTED FUND</b>							
<b>Instruction and General:</b>							
Tuition and Fees	3,692,200	3,867,922	105%	3,667,000	60,632	3,764,899	103%
State Appropriations	6,129,500	4,697,105	77%	5,982,400	473,658	4,812,202	80%
Advalorem Taxes - Oil and Gas	7,235,000	8,250,586	114%	7,235,000	965,639	8,316,670	115%
Advalorem Taxes - Property	6,853,725	5,341,080	78%	7,052,621	102,876	5,859,915	83%
Interest Income	4,000	407	10%	15,000	51	310	2%
Other Revenues	330,105	364,854	111%	347,984	7,988	405,348	116%
<b>Subtotal - Instruction &amp; General</b>	<b>24,244,530</b>	<b>22,521,954</b>	<b>93%</b>	<b>24,300,005</b>	<b>1,610,844</b>	<b>23,159,344</b>	<b>95%</b>
Student Activities	0	0	0%	0	0	0	0%
Public Service	0	0	0%	0	0	0	0%
Internal Service Departments	27,000	7,318	27%	39,170	6,755	14,743	38%
Auxiliary Enterprises	2,288,000	2,344,053	102%	2,586,000	49,849	2,651,289	103%
Athletics	487,200	407,029	84%	477,300	38,343	384,305	81%
<b>Total Current Unrestricted</b>	<b>27,046,730</b>	<b>25,280,354</b>	<b>93%</b>	<b>27,402,475</b>	<b>1,705,791</b>	<b>26,209,681</b>	<b>96%</b>
<b>CURRENT RESTRICTED FUND</b>							
Grants	2,055,881	1,787,845	87%	1,977,141	96,400	1,256,458	64%
Student Aid	4,989,673	3,413,862	68%	3,989,359	122,170	3,690,515	93%
<b>Total Current Restricted</b>	<b>7,045,554</b>	<b>5,201,707</b>	<b>74%</b>	<b>5,966,500</b>	<b>218,570</b>	<b>4,946,973</b>	<b>83%</b>
<b>PLANT FUNDS</b>							
Capital Outlay / Bldg. Renewal & Repl.							
Projects from State GOB Funds	5,000,000	665,322	0%	4,955,549		4,954,233	0%
Projects from State STB Funds	0	52,878	0%	785,072	9,562	149,562	0%
Projects from General Fund	0		0%	0		0	0%
Projects from Private Funds	0		0%	0		0	0%
Interest Income (LGIP)	10,000	24,811	248%	10,000	5,443	39,047	0%
<b>Total Plant Funds</b>	<b>5,010,000</b>	<b>743,011</b>	<b>15%</b>	<b>5,750,621</b>	<b>15,005</b>	<b>5,142,842</b>	<b>89%</b>
<b>GRAND TOTAL REVENUES</b>	<b>39,102,284</b>	<b>31,225,072</b>	<b>80%</b>	<b>39,119,596</b>	<b>1,939,366</b>	<b>36,299,496</b>	<b>93%</b>

# NEW MEXICO JUNIOR COLLEGE

## Oil and Gas Revenue Report

### April 2017

83% 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	\$39.01	6,018,599	\$2.97	20,943,874	669,124	465,000	204,124
Actual	August	\$38.71	6,014,911	\$2.94	21,145,798	668,295	465,000	203,295
Actual	September	\$40.18	5,881,993	\$2.97	20,075,420	630,153	465,000	165,153
Actual	October	\$44.27	4,992,790	\$3.81	16,487,829	642,976	465,000	177,976
Actual	November	\$40.85	6,329,185	\$3.09	19,895,927	867,462	465,000	402,462
Actual	December	\$47.27	6,610,540	\$3.85	21,562,618	867,215	465,000	402,215
Actual	January	\$47.68	6,844,208	\$3.97	21,818,831	965,639	465,000	500,639
Accrual	February					465,000	465,000	0
Accrual	March					465,000	465,000	0
Accrual	April					465,000	465,000	0
Accrual	May						465,000	(465,000)
Accrual	June						465,000	(465,000)
Y.T.D. Production Tax Revenue						6,705,864	5,580,000	1,125,864
Y.T.D. Equipment Tax Revenue						1,610,806	1,655,000	(44,194)
<b>Total Year-to-Date Oil &amp; Gas and Equipment Tax Revenue</b>						<b>8,316,670</b>	<b>7,235,000</b>	<b>1,081,670</b>

*Source: New Mexico Taxation and Revenue Department*

# NEW MEXICO JUNIOR COLLEGE

## Schedule of Investments

### April 2017

83% of Year Completed

Financial Institution	Amount Invested	Account Number	Interest Rate	Interest Earned
State of New Mexico Local Government Investment Pool	8,593,127	7102-1348	0.147%	5,443
Plus deposits	0			
Less withdrawals	0			
<b>Total LGIP investments</b>	<b>8,593,127</b>			<b>5,443</b>

Capital Projects	4/30/2017
Vehicles	8,443.00
Technology Upgrade	0.00
JASI	10,881.20
WHM South Gallery	266,594.43
Baseball Field	19,862.95
Rodeo Arena	37,868.68
Luminis Software	2,993.00
Landscaping	202,051.31
Campus Signage	601.67
Dorm/Apartment Refurbish	291,168.75
Campus Construction	144,786.50
Oil & Gas Training	151,116.05
Public Sector	9,227.00
Campus Security	20,857.19
Lumens Software-Distance Learnng	5,000.00
Copier Replacement	274.00
Non-Recurring Compensation	152,169.10
Athletics	3,188.90
Student Life Programming	20,432.28
Warehouse/Cont Ed Remodel	669.00
Succession Plan	52,014.15
WHM Exhibits	89,082.79
Mansur Hall Upgrades	14,509.95
Senior Warm Water Wellness Ctr	0.00
Driving Range Upgrades	200,000.00
Entertainment Technology	854,088.43
Cafeteria Upgrade	75,868.61
Channel 19 Upgrade	32,719.62
FERPA & Title IX	8,564.50
Equestrian Center	3,000,000.00
Bob Moran Upgrades	60,803.91
Turf Replacement	82,781.47
WHM Titanic Exhibit	6,761.81
HVAC Software-Central Plant	200,000.00
Busing Support for Recruiting	5,872.30
HED Faculty Development	19,395.00
Omni Update	7,500.00
Allied Health	2,030,000.00
Workforce Training Contingency	2,429.45
<b>Total</b>	<b>8,090,577.00</b>

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

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To: Board Members  
From: Dan Hardin  
RE: Fiscal Watch Reports  
Date: May 11, 2017

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The HED (Higher Education Department) has mandated that each College Board approve a quarterly financial action statement. The Quarterly Action Statement is for the quarter ending on March 31, 2017. Included with the Quarterly Action Statement for your information is the March 31, 2017 Statement of Net Position, Statement of Revenue & Expenses, and a Statement of Cash Flows. Only the Quarterly Action Statement requires Board approval. The College has made all required payments, payroll, and scheduled payments to vendors.

Respectfully,

Dan Hardin

QUARTERLY FINANCIAL ACTION REPORT

Fiscal Year 17  
Period (check one)

Today's Date: 5-18-2017

I st \_\_\_\_\_ quarter 2nd quarter \_\_\_\_\_ 3rd quarter X 4th quarter \_\_\_\_\_

Institution: New Mexico Junior College \_\_\_\_\_

DURING THE TIME PERIOD COVERED BY THIS REPORT, DID YOUR INSTITUTION:

(1) Request an advance of state subsidy? Yes: \_\_\_\_\_ No: X

(2) Fail to make its required payments, as scheduled, to appropriate retirement system(s)?  
Yes: \_\_\_\_\_ No: X

(3) Fail to make its payroll payments, as scheduled? Yes: \_\_\_\_\_ No: X

(4) Fail to make its scheduled debt service payments? Yes: \_\_\_\_\_ No: X

(5) Fail to make payments to vendors, as scheduled, due to a cash deficiency or a substantial deficiency in the payment processing system? Yes: \_\_\_\_\_ No: X

(6) Relative to its original budget for the fiscal year, experience any actual or anticipate any projected financial changes (such as unbudgeted decreases in revenues or unbudgeted increases in expenditures) that will result in a substantially reduced year-end fund balance or larger deficit this fiscal year? Yes: \_\_\_\_\_ No: X

If the answer to any of the above is "Yes," please describe in a separate document: (i) the reason for the occurrence, (ii) the actions taken by your institution to resolve this particular occurrence, and (iii) the actions taken by your institution to prevent events such as this from occurring again.

In addition, if the answer to number 6 is "Yes," please describe in a separate document the nature of the financial changes and describe and assess the impact that the changes will have on your institution's planned year-end financial position.

**NEW MEXICO JUNIOR COLLEGE**

**STATEMENT OF NET POSITION**

**March 31, 2017**

<b>ASSETS</b>	<u>Primary Government</u>
<b>Current assets:</b>	
Cash and cash equivalents	\$ 5,290,925
Short-term investments	8,593,127
Accounts receivable, net	1,927,127
Inventories	666,591
Prepaid expenses	15,838
<b>Total current assets</b>	<u>16,493,607</u>
<b>Non-current assets:</b>	
Capital assets, net	<u>76,565,473</u>
<b>Total non-current assets</b>	<u>76,565,473</u>
<b>Total assets</b>	<u>93,059,080</u>
<b>Deferred outflows</b>	
Deferred outflows - employer contributions subsequent to the measurement date	1,654,037
Deferred outflows - changes of assumptions	914,053
Deferred outflows - net difference between projected and actual earnings on pension plan investments	243,340
Deferred outflows - change in proportion and differences between contributions and proportionate share of contributions	1,154,189
<b>Total deferred outflows</b>	<u>3,965,619</u>
<b>Total assets and deferred outflows</b>	<u>\$ 97,024,699</u>
<b>LIABILITIES AND NET POSITION</b>	
<b>Current liabilities:</b>	
Accounts payable	\$ 372,866
Accrued expenses	1,059,776
Unearned revenue	201,476
Compensated absences	296,816
<b>Total current liabilities</b>	<u>1,930,934</u>
<b>Non-current liabilities:</b>	
Compensated absences	10,885
Net pension liability	<u>26,574,937</u>
<b>Total non-current liabilities</b>	<u>26,585,822</u>
<b>Total liabilities</b>	<u>28,516,756</u>
<b>Deferred inflows</b>	
Deferred inflows - differences between expected and actual experience	434,381
<b>Total deferred inflows</b>	<u>434,381</u>
<b>Total liabilities and deferred inflows</b>	<u>28,951,137</u>
<b>Net assets:</b>	
Invested in capital assets, net of related debt	76,565,473
Unrestricted	<u>(8,491,910)</u>
<b>Total net position</b>	<u>68,073,563</u>
<b>Total liabilities and net position</b>	<u>\$ 97,024,700</u>

**NEW MEXICO JUNIOR COLLEGE**

**STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION**

**March 31, 2017**

	<u>Primary Government</u>
<b>Operating revenues:</b>	
Student tuition, fees and trainings	\$ 3,709,362
Federal grants and contracts	1,802,336
State and other grants and contracts	519,857
Auxiliary enterprises	2,640,426
Intercollegiate athletics	345,962
<b>Total operating revenues</b>	<u>9,017,943</u>
<b>Operating expenses:</b>	
Instruction	7,201,610
Academic support	2,045,125
Student services	2,347,418
Institutional support	3,611,460
Operations and maintenance	2,731,356
Renewals and replacements	9,944,273
Student aid	4,611,003
Public service	117,295
Intercollegiate athletics	1,327,040
Auxiliary enterprise expenses	2,484,516
<b>Total operating expenses</b>	<u>36,421,096</u>
<b>Operating income (loss)</b>	<u>(27,403,153)</u>
<b>Non-operating revenues (expenses):</b>	
Property taxes	5,859,916
Oil and gas taxes	6,939,464
Federal pell grants	2,690,816
State appropriations, non-capital	4,338,545
Other revenue sources	557,337
Investment income (Loss)	39,537
<b>Net non-operating revenues (expenses)</b>	<u>20,425,615</u>
<b>Income (loss) before capital appropriations</b>	(6,977,539)
<b>State appropriations, capital</b>	<u>5,094,233</u>
<b>Change in net position</b>	(1,883,306)
<b>Net position, beginning of year</b>	<u>69,956,869</u>
<b>Net position, end of year</b>	<u><u>\$ 68,073,563</u></u>

**NEW MEXICO JUNIOR COLLEGE**  
**STATEMENT OF CASH FLOWS**  
**For the year ended March 31, 2017**

	<u>Primary Government</u>
Cash flows from operating activities:	
Tuition, fees and trainings	\$ 4,074,039
Federal and state grants and contracts	2,322,192
Auxiliary enterprise charges	2,640,426
Intercollegiate athletics	345,962
Payments to employees and for employee benefits	(14,853,784)
Disbursement of net aid to students	(4,435,770)
Payments to suppliers	(19,751,766)
<b>Net cash (used) by operating activities</b>	<u>(29,658,700)</u>
Cash flows from noncapital financing activities:	
State appropriations	4,338,545
Federal pell grants	2,690,816
Property taxes	5,859,916
Oil and gas taxes	6,939,464
<b>Net cash provided by noncapital financing activities</b>	<u>19,828,740</u>
Cash flows from capital financing activities:	
Other revenue sources	557,337
Capital appropriations	5,094,233
<b>Net cash provided by capital financing activities</b>	<u>5,651,570</u>
Cash flows from investing activities:	
Purchase of capital assets	(572,561)
Interest received	39,537
<b>Net cash (used) by investing activities</b>	<u>(533,024)</u>
<b>Net increase in cash and cash equivalents</b>	(4,711,414)
<b>Cash and cash equivalents - beginning of year</b>	<u>18,595,466</u>
<b>Cash and cash equivalents - end of year</b>	<u>\$ 13,884,052</u>
<b>Reconciliation to Statement of Net Position</b>	
<b>Cash and cash equivalents</b>	\$ 5,290,925
<b>Short-term investments</b>	8,593,127
<b>Cash and cash equivalents - end of year</b>	<u>\$ 13,884,052</u>
Operating Loss	\$ (27,403,153)
Reconciliation of operating loss to net cash used by operating activities:	
Changes in assets and liabilities:	
Accrued expenses	(56,753)
Unearned revenues	(945,626)
Prepaid expenses	680,340
Accounts payable	(3,243,064)
Accounts receivable, net	1,309,556



**Net cash (used) by operating activities**

\$ (29,658,700)

**INSTITUTION'S 5 YEAR PLAN for STATE FUNDING**

INSTITUTION:				New Mexico Junior College				DATE:		4/20/2017			
Institution acronym	FY18 Funding Priority #	Overall Funding Priority #	GOB or STB Project	Project Title	Description	Month/Year Project to be started	Month/Year Project to be finished	Cost of Project or Phase	Percentage to be funded from Legislative Funding (list % and describe funding)	Other funding sources (list % and describe funding)	New Construction	Renovation	Square Footage (GSF)
NMJC	1	1	1	Infrastructure	Phase 3 Planning, design, engineer, construct, equip, electrical, plumbing, lighting, cement, fire alarm system upgrade, HVAC operating software for the NMJC Central Plant, McLean Hall, and Watson Hall	Jun-19	Dec-20	\$ 6,000,000	75% GOB/STB/GF	25% Oil & Gas Mill Levy funds \$1,500,000.00	No	Yes	No additional Square footage
NMJC	2	2	2	McLean Hall Renovation	Planning, design, engineering, furniture and equipment, renovation and construction for McLean Hall	June 2021	Dec-22	\$ 3,000,000	75% GOB/STB/GF	25% Oil & Gas Mill Levy funds \$750,000.00	No	Yes	No additional Square footage
NMJC	3	3	3	Watson Hall Renovation	Planning, design, engineering, furniture and equipment, renovation and construction for Watson Hall	June 2021	Dec-22	\$ 2,000,000	75% GOB/STB/GF	25% Oil & Gas Mill Levy funds (\$500,000)	No	Yes	No additional Square footage
NMJC	4	4	4	John Shepherd Administration Building	Planning, design, engineering, furniture and equipment, renovation and construction for John Shepherd Administrative building	June 2021	Dec-22	\$ 1,000,000	75% GOB/STB/GF	25% Oil & Gas Mill Levy funds (\$250,000)	No	Yes	No additional Square footage

**INSTITUTION'S 5 YEAR PLAN for STATE FUNDING**

INSTITUTION:				New Mexico Junior College							DATE:		4/20/2017	
Institution acronym	FY18 Funding Priority #	Overall Funding Priority #	GOB or STB Project	Project Title	Description	Month/Year Project to be started	Month/Year Project to be finished	Cost of Project or Phase	Percentage to be funded from Legislative Funding (list % and describe funding)	Other funding sources (list % and describe funding)	New Construction	Renovation	Square Footage (GSF)	
NMJC	5	5	5	Build new housing on the West campus	Design, engineering, furniture & equipment, and construction of housing.	Jun-19	Dec-20	\$ 6,000,000	0%	100% Rev Bonds/Oil & Gas Mill Levy funds (\$6,000,000)	Yes	No	Adding 30,000 square footage	

# New Mexico Junior College

*Promoting Success through Learning*

May 18, 2017

**MEMO TO:** NMJC Board

**FROM:** Steven Blandin, Director of Instructional Technology & Executive  
Director of Lea County Distance Education Consortium

**RE:** Consideration to Support LCDEC's Application for the USDA Distance Learning and Telemedicine Grant

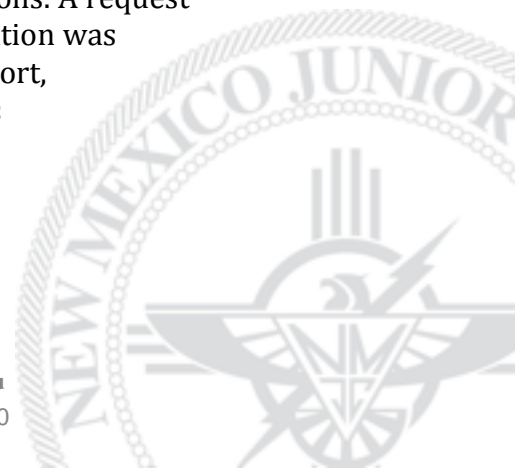
The Lea County Distance Education Consortium (LCDEC) is a collaborative group comprised of ENMU, NMJC and public school districts of Hobbs, Eunice, Tatum, Jal and Lovington with NMJC as the acting fiscal agent of LCDEC. LCDEC primarily focuses the various modalities of offering dual credit courses to Lea County high school students. A large concentration of LCDEC's finances, planning and commitments revolve around live, Interactive TV (ITV) classes.

Under contractual agreement with the J. F Maddox Foundation, LCDEC is obligated to upgrading or replacing the videoconferencing system and computers on a predetermined schedule. In order to adhere to our financial obligations, LCDEC members pay annual dues for equipment purchases and maintenance contracts as well as maintaining a financial projection sheet through year 2030. The projection sheet is retroactively updated with real-world costs when equipment purchases are made from year to year. Although LCDEC is fiscally stable today, we predict the consortium will be unable to remain self-sustaining by year 2030 if mitigation efforts are not taken.

LCDEC's current options are to a) raise annual dues for all members and/or b) search for additional funding sources. With the current economic uncertainties facing our State and school budgets, cost increases for our members is not a viable option at this time. However, upon researching additional funding sources, the USDA Distance Learning and Telemedicine (USDA-DLT) grant was discovered as a viable solution to keeping LCDEC solvent for the foreseeable future. Furthermore, this grant can be re-applied for, as needed, for additional upgrades in the future.

LCDEC is leveraging free grant writing services provided by our vendor of choice, Polycom, with a strong track record of successful grant applications. A request for an NMJC Board action item supporting LCDEC's grant application was made by the grant writing service. Assuming affirmation of support, the board meeting minutes will then be entered into the grant as supporting documentation.

On behalf of LCDEC and our dual credit students, thank you for your consideration in supporting this important endeavor.





# Distance Learning & Telemedicine Grants

## What does this program do?

The Distance Learning & Telemedicine (DLT) program helps rural communities acquire technologies to connect teachers and medical providers serving rural residents with other teachers, medical professionals and other needed expertise located at distances too far to access otherwise.

## Who may apply for this program?

Eligible applicants include most entities that provide education or healthcare through telecommunications, including:

- Most State and local governmental entities
- Federally recognized Tribes
- Nonprofits
- For-profit businesses
- Consortia of eligible entities

Please refer to the **Bulletin for All DLT Applicants Concerning Cloud Services**.

### What is an eligible area?

Check with a **General Field Representative** to determine whether the proposed service area qualifies.

### How may funds be used?

Grant funds may be used for:

- Acquisition of eligible capital assets, such as:
  - Audio, video and interactive video equipment;
  - Terminal and data terminal equipment;
  - Computer hardware, network components and software;
  - Inside wiring and similar infrastructure that further DLT services.
- Acquisition of instructional programming that is a capital asset
- Acquisition of technical assistance and instruction for using eligible equipment

### What kinds of funding are available?

Only 100 percent grant funds are available and are awarded through a nationally competitive process. Funding is not currently available for DLT loans or loan / grant combinations.

### What are the grant terms?

- Awards can range from \$50,000 to \$500,000
- A minimum 15 percent match is required and cannot be from another federal source.

### How do we get started?

- Applications for the grant program are accepted through the national office.
- The window for applications is typically 60 days.
- Program Resources are available online at [www.rd.usda.gov](http://www.rd.usda.gov) (includes forms, guidance, certifications, etc.)

### Who can answer questions?

Contact a **General Field Representative** that serves your area, call (202) 720-0800 or email [dltinfo@wdc.usda.gov](mailto:dltinfo@wdc.usda.gov).

### What governs this program?

- Code of Federal Regulation: **7 CFR 1703, Parts D-G**

### Why does USDA Rural Development do this?

The DLT program helps rural residents tap into the enormous potential of modern telecommunications and the Internet for education and healthcare, two of the keys to economic and community development.

NOTE: Because citations and other information may be subject to change please always consult the program instructions listed in the section above titled "What Law Governs this Program?" You may also contact **your local office** for assistance. You will find additional forms, resources, and program information at [www.rd.usda.gov](http://www.rd.usda.gov). *USDA is an equal opportunity provider, employer, and lender.*