

NEW MEXICO JUNIOR COLLEGE

BOARD MEETING

May 24, 2001

Name

Organization

Emma Whitley

Hobbs News-Sun

NEW MEXICO JUNIOR COLLEGE

BOARD MEETING

Thursday, May 24, 2001

Zia Room - Library

1:30 p.m.

AGENDA

- | | |
|---|--------------|
| A. Welcome | Mr. Newman |
| B. Adoption of Agenda | Mr. Newman |
| C. Approval of Minutes of April 23, 2001 | Mr. Newman |
| D. Correspondence | Mr. Schubert |
| E. President's Report | Dr. McCleery |
| F. New Business | |
| 1. Monthly Expenditures Report | Dr. McCleery |
| 2. Monthly Revenue Report | Dr. McCleery |
| 3. Oil and Gas Revenue Report | Dr. McCleery |
| 4. Schedule of Investments | Dr. McCleery |
| 5. Consideration of Employee Compensation Recommendations | Dr. McCleery |
| 6. Consideration of RFP #59 - Audit Services for NMJC | Dr. McCleery |
| 7. Consideration of Bid #904 - Purchase of Materials for the Construction of Horse Stalls | Dr. McCleery |
| 8. Personnel Consideration - Professor of Computer Information Systems | Dr. McCleery |
| 9. Personnel Consideration - Professor of Mathematics/Physics | Dr. McCleery |
| 10. Personnel Consideration - Professor of Nursing | Dr. McCleery |
| 11. Personnel Consideration - Talent Search School Coordinator | Dr. McCleery |
| G. Public Comments | Mr. Newman |
| H. Announcement of Next Meeting | Mr. Newman |
| I. Adjournment | Mr. Newman |

NEW MEXICO JUNIOR COLLEGE

BOARD MEETING

APRIL 23, 2001

MINUTES

The New Mexico Junior College Board met on Monday, April 23, 2001, beginning at 2:00 p.m. in the Zia Room of Pannell Library. The following members were present: Mr. Monty Newman, Chairman; Mr. Gary Schubert, Secretary; Mr. Larry Hanna; Mr. John Hice, Jr.; Ms. Patricia Chappelle; Mrs. Yvonne Williams; and Mr. Ferrel Caster.

Mr. Newman called the meeting to order and welcomed visitors and guests present: Starla Jones, Hobbs News Sun.

Upon a motion by Mr. Hanna, seconded by Mr. Hice, the agenda was unanimously adopted, as presented.

Upon a motion by Mr. Caster, seconded by Mrs. Chappelle, the board unanimously approved the minutes of March 15 and April 10, 2001.

Under *President's Report*, Dr. McCleery invited the board to the athletic banquet on Wednesday night. Wayne Smith reported on the upcoming Conference Finals Rodeo. Toodie Holstrom shared with the board the student awards from the recent state cosmetology competition. The students will now go to Kansas City for national competition. Dr. McCleery presented Mary Shelton her five year award for Phi Theta Kappa chapter advisor, as well as the Journey Challenge Award for the increase in chapter membership/recruitment. Ms. Shelton presented awards to Elizabeth Thomas and Dennis Thomas for the Phi Theta Kappa All USA Academic Team.

Under *New Business*, Dan Hardin presented the March financial reports and with a motion by Mr. Caster, seconded by Mr. Hice, the board unanimously approved the expenditures for March 2001.

Dr. McCleery presented the 2001/2002 fiscal year budget with the recommended adjustments from the budget work sessions. Upon a motion by Mr. Hanna, seconded by Ms. Chappelle, the board approved the budget as presented. The roll call vote was as follows: Mr. Schubert - yes; Mrs. Williams - yes; Mr. Newman - yes; Mr. Hice - yes; Mr. Caster - yes; Mr. Hanna - yes; and Ms. Chappelle - yes.

Rich Fleming presented a recommendation for a \$40 course fee for the Cisco certified courses to be offered beginning with the fall semester. Upon a motion by Mr. Caster, seconded by Mr. Schubert, the board unanimously approved the fee. Dr. Fleming presented a recommendation for a \$30 course fee for a new course in culinary arts to be offered beginning in the fall semester at Lovington High School. Upon a motion by Mr. Schubert, seconded by Mr. Hice, the board unanimously approved the fee. Dr. Fleming presented a recommendation for a \$30 course fee for a new special topics course, Introduction to Building Trades, to be offered in the fall semester at Hobbs High School. Upon a motion by Mr. Hice, seconded by Mr. Caster, the board unanimously approved the fee. Dr. Fleming presented a request to increase the Anatomy and Physiology tests fee from \$8 to \$11. Upon a motion by Mr. Schubert, seconded by Mr. Hice, the board unanimously approved the increase.

Frank Collins presented Request for Proposals #58 - Professional Services for the Development of a Sparton Electronics Manufacturing Services Training Curriculum. The administration recommended acceptance of the professional services of Support Systems Group, Inc. of Denver, Colorado at a fixed fee of \$39,000. After much discussion and upon a motion by Mr. Schubert, seconded by Mr. Hanna, the board unanimously accepted the recommendation.

Mr. Collins presented Bid #903 - Purchase of a New Truck for the College Motor Pool. The administration recommended acceptance of the bid submitted by Western Chrysler-Plymouth-Dodge-Jeep of Hobbs, New Mexico in the amount of \$18,257. Upon a motion by Mr. Caster, seconded by Ms. Chappelle, the board unanimously accepted the recommendation.

Mr. Newman called for comments from the community. There being none, the next board meeting was scheduled for May 24, 2001, beginning at 1:30 p.m. in the Zia Room of Pannell Library.

Upon a motion by Mr. Schubert, seconded by Mr. Hice, the board meeting adjourned at 3:10 p.m.

CHAIRMAN

ATTEST: _____
SECRETARY

Others present:

Frank Collins

Linda Neel

Lance Caviness

Sam Oswald

Rich Fleming

Dan Hardin

Tami Cavitt

Robert Bensing

Lisa Brown

Bill Braun

Bill Kunko

Richard Morris

Steve Davis

Sharon Jenkins

Marilyn Jackson

Robert Turner

Bill Rash

Charley Carroll

NEW MEXICO JUNIOR COLLEGE
Expenditure Report
April 2001

84% of Year Completed

Fund	1999-00			2000-01			
	Final Budget	Year-to-Date Expended or Encumbered	Percentage of Budget Expended	Original Budget	Current Expended or Encumbered	Year-to-date Expended or Encumbered	Percentage of Budget Expended
CURRENT UNRESTRICTED FUND							
Instruction and General:							
Instruction	5,216,596	4,058,535	78%	5,322,453	936,111	4,483,170	84%
Academic Support	955,691	749,077	78%	1,012,220	71,563	872,348	86%
Student Services	991,692	853,000	86%	1,020,190	74,269	939,504	92%
Institutional Support	1,617,362	1,241,032	77%	2,321,133	171,203	1,504,638	65%
Operation & Maintenance of Plant	1,591,981	1,233,994	78%	1,674,751	150,870	1,499,745	90%
Subtotal - Instruction & General	10,373,322	8,135,638	78%	11,350,747	1,404,016	9,299,405	82%
Student Activities	109,847	94,620	86%	118,724	6,129	108,227	91%
Public Service	24,949	16,159	65%	24,968	184	629	3%
Internal Service Departments	308,980	253,962	82%	309,131	(40,116)	236,186	76%
Student Aid	153,705	141,326	92%	139,605	0	151,233	108%
Auxiliary Enterprises	1,294,716	1,240,559	96%	1,254,436	25,807	1,154,438	92%
Athletics	581,756	527,571	91%	558,129	46,522	496,914	89%
Total Current Unrestricted Fund	12,847,275	10,409,835	81%	13,755,740	1,442,542	11,447,032	83%
CURRENT RESTRICTED FUND							
Grants	2,873,444	1,716,360	60%	3,135,237	211,426	2,277,771	73%
Student Aid	3,204,007	3,187,765	99%	3,204,007	125,693	3,563,958	111%
Total Current Restricted Fund	6,077,451	4,904,125	81%	6,339,244	337,119	5,841,729	92%
PLANT FUNDS							
Capital Outlay / Bldg. Renewal & Repl.							
Projects from Institutional Funds	1,202,065	1,099,049	91%	2,126,546	25,260	930,837	44%
Projects from State GOB Funds	686	0	0%	0	0	0	0%
Projects from State STB Funds	374,617	205,032	55%	202,439	0	499,314	247%
Projects from Other State Funds	156,793	113,473	72%	116,172	0	111,469	96%
Subtotal - Capital and BR&R	1,734,161	1,417,554	82%	2,445,157	25,260	1,541,620	63%
Debt Service							
Revenue Bonds	263,723	263,622	100%	264,845	0	264,344	100%
Total Plant Funds	1,997,884	1,681,176	84%	2,710,002	25,260	1,805,964	67%
GRAND TOTAL EXPENDITURES	20,922,610	16,995,136	81%	22,804,986	1,804,921	19,094,725	84%

NEW MEXICO JUNIOR COLLEGE
Revenue Report
April 2001

84% of Year Completed

Fund	1999-00			2000-01			
	Final Budget	Year-to-date Revenue	Percentage of Budget Received	Original Budget	Current Month Revenue	Year-to-date Revenue	Percentage of Budget Received
CURRENT UNRESTRICTED FUND							
Instruction and General:							
Tuition and Fees	1,162,200	1,128,697	97%	1,168,950	13,998	1,203,310	103%
State Appropriations	5,884,500	4,945,800	84%	6,566,300	532,575	5,413,525	82%
Advalorem Taxes - Oil and Gas	2,075,000	2,646,135	128%	2,500,000	612,436	4,415,320	177%
Advalorem Taxes - Property	1,800,000	1,493,474	83%	1,900,000	31,340	1,323,940	70%
Interest Income	135,000	221,087	164%	125,500	21,177	174,534	139%
Other Revenues	196,800	155,110	79%	384,886	20,005	220,032	57%
Subtotal - Instruction & General	11,253,500	10,590,303	94%	12,645,636	1,231,531	12,750,661	101%
Student Activities	38,000	40,371	106%	40,000	(21)	43,337	108%
Public Service	0	0	0%	0	0	43,901	0%
Internal Service Departments	77,000	37,151	48%	21,000	403	11,597	55%
Auxiliary Enterprises	1,297,900	1,368,146	105%	1,442,050	14,493	1,516,922	105%
Athletics	37,600	28,715	76%	33,600	2,738	28,335	84%
Total Current Unrestricted	12,704,000	12,064,686	95%	14,182,286	1,249,144	14,394,753	101%
CURRENT RESTRICTED FUND							
Grants	2,873,444	1,716,360	60%	3,135,237	496,602	2,036,929	65%
Student Aid	3,204,007	3,187,765	99%	3,204,007	17,487	3,425,534	107%
Total Current Restricted	6,077,451	4,904,125	81%	6,339,244	514,089	5,462,463	86%
PLANT FUNDS							
Capital Outlay / Bldg. Renewal & Repl.							
Projects from State GOB Funds	686	0	0%	0	0	0	0%
Projects from State STB Funds	374,617	205,032	55%	0	0	0	0%
Projects from Other State Funds	156,793	113,473	72%	116,172	0	0	0%
Interest Income	0	41,612	0%	0	9,403	91,401	0%
Subtotal - Capital & BR&R	532,096	360,117	68%	116,172	9,403	91,401	79%
Debt Service							
Interest Income	0	0	0%	55,000	7,784	68,833	125%
Total Plant Funds	532,096	360,117	68%	171,172	17,187	160,234	94%
LOAN FUND							
Interest Income / Service Fees	0	266	0%	0	0	0	0%
Total Loan Fund	0	266	0%	0	0	0	0%
GRAND TOTAL REVENUES	19,313,547	17,329,194	90%	20,692,702	1,780,420	20,017,450	97%

NEW MEXICO JUNIOR COLLEGE
Oil and Gas Revenue Report
April 2001

84% 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	2000-01 Original Budget	Variance Over (Under) Budget
	Distribution							
April	July	\$25.13	3,385,212	\$3.20	16,968,001	309,135	177,083	132,052
May	August	\$27.75	3,566,511	\$3.36	17,837,831	356,052	177,083	178,969
June	September	\$29.78	3,550,473	\$4.28	17,687,354	347,144	177,083	170,061
July	October	\$29.43	3,363,692	\$3.93	20,220,892	363,689	177,083	186,606
August	November	\$30.24	3,350,022	\$4.14	17,377,642	408,106	177,083	231,023
September	December	\$31.12	3,471,552	\$3.27	26,113,754	371,528	177,083	194,445
October	January	\$31.51	3,543,050	\$5.22	18,704,823	432,951	177,083	255,868
November	February	\$32.92	3,377,608	\$4.84	18,035,296	378,141	177,083	201,058
December	March	\$27.31	3,388,406	\$7.71	13,640,856	379,909	177,083	202,826
January	April	\$28.10	3,433,562	\$8.47	19,255,082	602,879	177,083	425,796
February	May						177,083	
March	June						177,087	
Production Tax Revenue						3,949,534	2,125,000	2,178,704
Equipment Tax Revenue (see below)						9,558	375,000	0
Total Year-to-Date Oil and Gas Revenue						3,959,092	2,500,000	2,178,704

Source: New Mexico Taxation and Revenue Department

long-term historical average of \$15.00 per bbl for oil and \$1.90 per mcf for gas. It is recognized that actual collections will exceed this conservative historical average. Therefore, collections for the 2000-01 year that exceed this budgeted amount will be considered for transfer to the college's capital fund at the end of the year.

NEW MEXICO JUNIOR COLLEGE
Schedule of Investments
April 2001

84% of Year Completed

Financial Institution	Amount Invested	Date Invested	Maturity Date	Period of Investment (Days)	Account Number	Interest Rate	Interest Earned
State of New Mexico Local Government Investment Pool	7,325,000	N/A	N/A	N/A	102-2394	6.22%	35,747
Wells Fargo Bank of Hobbs	<u>250,000</u>	02/08/2001	08/08/2001	181	231611237	4.40%	<u>909</u>
Total investments	<u>7,575,000</u>						<u>36,656</u>

Summary of Current Month's Activity	
Beginning amount	7,575,000
Plus: deposits	0
Less: withdrawals	<u>0</u>
Ending amount	<u>7,575,000</u>



NEW MEXICO JUNIOR COLLEGE

Office of the President

MEMORANDUM

DATE: May 15, 2001
TO: New Mexico Junior College Board Members
FROM: Steve McCleery, President *sm*
SUBJECT: 2001-2002 Compensation Recommendation

Attached you will find our compensation recommendation for the 2001-2002 fiscal year. Based on recommendations from our compensation study and our commitment to the board, the faculty, and staff, we validated and made some salary adjustments to several positions. This compensation recommendation will move all positions to the minimum and many toward the prevailing rate. The compensation recommendation also includes moving several faculty and support positions to new ranges based on advanced degrees or additional college hours.

For the upcoming fiscal year's (2001-2002) budget, the legislature approved \$435,700 compensation for faculty and staff on the campus of New Mexico Junior College. These funds are built into the formula, are reoccurring, and must include the staff benefits. The salary recommendations are based on market demand and years of service to the institution. The cover sheet of the next page explains the details. It is my recommendation that you accept the compensation recommendation.

Thank you for your consideration!

**MARKET and
YEARS OF NMJC SERVICE**

**New Mexico Junior College
2001-02 Compensation Recommendation**

Methodology

The methodology includes a combination of increases for employees, based on both market and years of service calculated as follows:

Market Calculation

Positions below 80% of market (minimum)	The amount needed to bring the position up to minimum, with no less than 7% and no more than 13%.
Positions at 80-89.99% of market	5.5% increase
Positions at 90-99.99% of market	4.5% increase
Positions at 100-109.99% of market	3.5% increase
Positions at 110% + of market	2.0% increase

Years of NMJC Service Calculation

< 1 year at NMJC	0% increase
1 through 5 years at NMJC	1% increase
6 through 10 years at NMJC	1.5% increase
11 through 15 years at NMJC	2% increase
16 through 20 years at NMJC	2.5% increase
21 and over years at NMJC	3% increase

* Positions with increases over 13% are due to increments added to salary.

NEW MEXICO JUNIOR COLLEGE
2001-2002 Compensation Recommendation

#	Employee Name	Job Title	Current Salary	Funding- Institutional	Funding- Grants	New Salary	Funding- Institutional	Funding- Grants	Percentage Increase	Job Code	Salary Range	Minimum	Midpoint	Maximum	Old Compa Ratio	New Compa Ratio	\$-MIN after Increase	\$-MID after Increase	\$-MAX after Increase	Svc Yrs
1	ABBOTT BARBARA GAYLE G.	DIRECTOR OF STUDENT SUPPORT SERVICES	35,845			38,175			6.50%	4801	37	33,053	41,317	49,580	86.76%	92.40%	0	3,142	0	1
2	ADAMS CHARLES H.	PROFESSOR ELECTRONICS	35,411	35,411		37,004	37,004		4.50%	5104	30	27,807	34,758	41,710	101.88%	106.46%	0	0	0	3
3	ADAMS KIM A.	PERSONAL COMPUTER SPECIALIST	26,000	26,000		27,430	27,430		5.50%	2306	26	25,191	37,787	82,576	87.11%	110.68%	0	4,059	0	0
4	ANSWORTH JOYD	MAINTENANCE II - SHIP, ROYCE/DEPT CLERK	21,816	21,816		22,907	22,907		5.00%	2297	9	16,556	20,695	24,833	105.42%	110.68%	0	0	0	7
5	ALONZO MARGALENA	CUSTODIAN I - NIGHT/DAYTIME	17,920	17,920		18,726	18,726		4.50%	3203	1	13,568	16,985	20,382	105.50%	110.25%	0	0	0	3
6	ANDERSON JASON	COORDINATOR OF EVENTS/AUDIO VISUAL SVCS	25,875	25,875		26,651	26,651		3.00%	5504	12	17,829	22,286	26,743	116.10%	119.59%	0	0	0	1
7	ARMENDARIZ BENITO BENIM	GROUNDKEEPER III	20,463	20,463		21,179	21,179		3.50%	3304	7	15,758	18,697	23,637	103.89%	107.52%	0	0	0	0
8	BABB JANELLE R.	LIBRARY ASSISTANT - CIRCULATION SERVICES	19,160	19,160		20,214	20,214		5.50%	5403	9	16,556	20,695	24,833	92.58%	97.68%	0	0	0	3
9	BACA ANGE	TITLE V CLERK/DEPARTMENT ASSISTANT	18,983	18,983		19,837	19,837		4.50%	5217	9	16,556	20,695	24,833	91.73%	95.85%	0	0	0	0
10	BAEZA MORIA G.	CUSTODIAN I - NIGHT/DAYTIME	15,834	15,834		16,705	16,705		5.50%	3203	1	13,568	16,985	20,382	93.22%	98.35%	0	0	0	0
11	BALDWIN JOHN A.	PROFESSOR P.E/ASST MENS BSKTB COACH	39,825	39,825		42,015	42,015		5.50%	5105	33	29,945	37,431	44,917	106.40%	112.25%	0	0	0	15
12	BARBLOU STEVEN J.	PROFESSOR COMPUTER SCIENCE	44,797	44,797		46,813	46,813		4.50%	5105	33	29,945	37,431	44,917	119.68%	125.08%	0	0	0	17
13	BASCOM CHARLES BUDD V.	SECURITY OFFICER	20,652	20,652		21,891	21,891		6.00%	4403	10	16,970	21,212	25,454	97.36%	103.20%	0	0	0	6
14	BAYEN ARA C.	PROFESSOR P.E/MONETS HEAD BSKTB COACH	32,070	32,070		34,155	34,155		6.50%	5105	33	29,945	37,431	44,917	85.68%	91.25%	0	0	0	4
15	BENAVIDEZ VICKI L.	DEPT. SECTY - UPWARD BOUND	17,386	17,386		18,516	18,516		6.50%	5105	9	16,556	20,695	24,833	84.01%	89.47%	0	2,179	0	9
16	BENNETT SUE E.	PROFESSOR ENGLISH	44,085	44,085		46,730	46,730		6.00%	5110	40	35,595	44,493	53,392	80.72%	85.97%	0	0	0	2
17	BENSON ROBERT M.	DEAN OF ADMISSIONS AND RECORDS	51,940	51,940		54,797	54,797		5.50%	4101	50	45,564	58,955	68,346	91.19%	96.21%	0	2,158	0	9
18	BERAN DEBRA DEBY L.	ACCOUNTING SUPERVISOR	35,915	35,915		38,249	38,249		6.50%	2203	40	35,595	44,493	53,392	80.72%	85.97%	0	0	0	5
19	BERNER VICTOR G.	DEAN OF ARTS AND SCIENCES	49,240	49,240		51,702	51,702		5.00%	5110	40	35,595	44,493	53,392	110.67%	116.20%	0	0	0	5
20	BEST MCKEY D.	PROFESSOR CHEMISTRY/ASTRONOMY	58,850	58,850		62,675	62,675		6.50%	5101	53	49,068	61,335	73,602	95.95%	102.18%	0	0	0	24
21	BIGGS GEORGE R.	PROFESSOR BIOLOGY	53,203	53,203		55,863	55,863		5.00%	5109	38	33,880	42,350	50,819	125.63%	131.91%	0	0	0	11
22	BIRMINGHAM KIM D.	BOOKSTORE CLERK II	19,160	19,160		20,214	20,214		5.50%	5602	9	16,556	20,695	24,833	92.58%	97.68%	0	0	0	5
23	BIRMINGHAM RAY J.	PROFESSOR P.E/BASEBALL COACH	42,018	42,018		43,699	43,699		4.00%	5105	33	29,945	37,431	44,917	112.25%	116.75%	0	0	0	15
24	BLACK JAMES R.	PROFESSOR PE/FOOTBALL COACH	38,354	38,354		40,272	40,272		5.00%	5105	33	29,945	37,431	44,917	102.47%	107.59%	0	0	0	9
25	BLACK PATRICIA S. "SUE"	PROFESSOR OFFICE TECHNOLOGY	32,693	32,693		34,491	34,491		5.50%	5104	30	27,807	34,758	41,710	94.06%	99.23%	0	287	0	2
26	BOWMAN PATRICIA D.	PROFESSOR ENGLISH	42,458	42,458		43,981	43,981		3.50%	5105	33	29,945	37,431	44,917	113.43%	117.40%	0	0	0	7
27	BRAIN WILLIAM "BILL" R.	DIRECTOR OF GRAPHIC ARTS SERVICES	41,513	41,513		43,381	43,381		4.50%	2501	29	27,128	33,910	40,693	122.42%	127.93%	0	0	0	18
28	BROWN JERRY R.	DIRECTOR OF PETROLEUM AND ENVIRONMENTAL TECH	46,642	46,642		49,441	49,441		6.00%	5114	43	38,332	47,915	57,498	97.34%	103.18%	0	0	0	10
29	BROWN USA D.	DIRECTOR OF HUMAN RESOURCES	37,579	37,579		40,961	40,961		9.00%	2401	43	38,332	47,915	57,498	78.43%	85.49%	0	6,954	0	8
30	BROWN WILLER	ASST DIR/PREF OF BASIC CORREC ACADEMY/CJ	38,332	38,332		40,440	40,440		5.50%	5116	41	36,485	45,606	54,727	84.05%	88.67%	0	5,186	0	0
31	BRUMLEY CONNIE S.	COORDINATOR OF SPECIAL NEEDS SERVICES	36,343	36,343		38,342	38,342		5.50%	5212	33	29,945	37,431	44,917	97.09%	102.43%	0	1,980	0	4
32	BUHALTS JOY A.	DIRECTOR OF LEA ONLY COWBOY HALL OF FAME	29,489	29,489		31,532	31,532		7.00%	1106	31	28,502	35,627	42,753	82.72%	88.51%	0	4,095	0	8
33	BURNETT LA JEAN F.	DIRECTOR OF PHYSICAL PLANT	52,889	52,889		54,740	54,740		3.50%	1107	47	42,311	52,889	63,467	78.55%	85.10%	0	6,984	0	0
34	CARROLL CHARLEY R.	DIRECTOR OF STUDENT HOUSING/ACTIVITIES	36,720	36,720		39,782	39,782		8.34%	4501	42	37,397	46,746	56,095	78.55%	85.10%	0	0	0	2
35	CAWNESS G. LANCE	MAINTENANCE II - GENERAL MAINTENANCE	41,013	41,013		43,474	43,474		6.00%	5108	37	33,053	41,317	49,580	99.28%	105.22%	0	0	0	6
36	CAVITT TAMI M.	MAINTENANCE II - GENERAL MAINTENANCE	30,777	30,777		32,778	32,778		6.50%	5106	14	18,731	23,414	28,097	87.40%	93.08%	0	1,821	0	1
37	CHACON GUADALUPE TUPE-	PROFESSOR PSYCHOLOGY	33,920	33,920		35,446	35,446		4.50%	5105	26	25,191	31,489	37,787	82.22%	87.57%	0	4,653	0	3
38	CHAVEZ MICHAEL F.	COORDINATOR OF PURCHASING	30,777	30,777		32,778	32,778		6.50%	5106	14	18,731	23,414	28,097	87.40%	93.08%	0	1,821	0	1
39	COLLINS FRANK D.	PROFESSOR ENGLISH	44,559	44,559		46,119	46,119		3.50%	5106	34	30,693	38,367	46,040	116.14%	120.20%	0	0	0	2
40	CONNELL LINDA E.	PROFESSOR COMPUTER INFORMATION SYSTEMS	31,786	31,786		33,216	33,216		4.50%	5104	30	27,807	34,758	41,710	91.45%	95.56%	0	1,542	0	9
41	COOK DARRYL B.	PROGRAM COORDINATOR/PLANNER - COUNT EDICS	29,380	29,380		30,603	30,603		4.10%	5502	34	30,693	38,367	46,040	76.58%	84.98%	0	5,764	0	3
42	COOK RANDY A.	DEPT. SECTY - CRIMINAL JUSTICE	19,581	19,581		20,558	20,558		5.00%	2105	9	16,556	20,695	24,833	94.62%	99.82%	0	37	0	0
43	COOMES AMY L.	GENERAL MAINTENANCE - MECHANICAL SYSTEMS	25,872	25,872		27,683	27,683		7.00%	3103	20	21,722	27,153	32,584	95.28%	101.95%	0	2,590	0	20
44	COOMES RONALD M.	PROFESSOR AG/VESTOCK JOG TEAM COACH	32,715	32,715		34,841	34,841		6.50%	5105	33	29,945	37,431	44,917	87.40%	93.08%	0	0	0	5
45	COX HOLLS W. "WAYNE"	DIRECTOR OF ALLEED HEALTH FIELDS	53,000	53,000		56,710	56,710		7.00%	5115	52	47,871	59,839	71,807	88.57%	94.77%	0	3,129	0	7
46	CUMMINGS KAREN S.	LEARNING LAB/TESTING CENTER SUPERVISOR	25,832	25,832		27,769	27,769		7.50%	5213	22	22,822	28,528	34,233	90.55%	97.34%	0	759	0	27
47	CURRY BETTY A.	DEAN OF BUSINESS AND TECHNOLOGY	58,850	58,850		63,284	63,284		7.50%	5213	22	22,822	28,528	34,233	90.55%	97.34%	0	0	0	27
48	DAVIS STEVEN M.	CUSTODIAN II - CUSTODIAL CREW LEADER	19,219	19,219		20,084	20,084		4.50%	3202	3	14,276	17,845	21,414	95.95%	103.15%	0	0	0	22
49	DOPPIO BLOY O.	ACCEL EDUCATIONAL TRAINER	28,483	28,483		30,313	30,313		6.50%	5208	30	27,807	34,758	41,710	107.70%	112.55%	0	0	0	3
50	DRENNAN ALAN D.	LIBRARY ASSISTANT - CATALOGING & MA. PROC.	19,160	19,160		20,284	20,284		5.80%	5403	9	16,556	20,695	24,833	81.89%	87.21%	0	4,445	0	1
51	DRENNAN ELAINE G. "GAIL"		19,160	19,160		20,284	20,284		5.80%	5403	9	16,556	20,695	24,833	82.58%	88.01%	0	411	0	2

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#	Employee Name	Job Title	Current Salary	Funding- Institutional	Funding- Grants	New Salary	Funding- Institutional	Funding- Grants	Percentage Increase	Job Code	Salary Range	Minimum	Midpoint	Maximum	Old Comp Ratio	New Comp- Ratio	\$-MIN after Increase	\$-MID after Increase	\$-MAX after Increase	Svc Yrs
52	DUFF, DEETTA J.	ADMIN. SECTY. - DEAN OF BUSINESS & TECH	24,510	24,510		26,226	26,226		7.00%	2103	22	22,822	28,528	34,233	85.92%	91.93%	0	2,302	0	10
53	DUIE, MARLYNA	PROFESSOR, COMMERCIAL GRAPHIC DESIGNS	31,007	31,007		33,177	33,177		7.00%	5104	30	27,807	34,758	41,710	89.21%	95.45%	0	1,581	0	6
54	DYE, EARL K.	LIBRARY ASSISTANT - GOVT PUBLICATIONS	18,318	18,318		19,509	19,509		6.50%	5403	9	16,556	20,695	24,833	88.51%	94.27%	0	1,186	0	3
55	EDWARDS, KAREN A.	ACCEL SECRETARY	19,160		19,160	20,214		20,214	5.50%	2104	9	16,556	20,695	24,833	92.58%	97.67%	0	481	0	2
56	EMERICH, PATRICIA-PATTYE	PROFESSOR GOVERNMENT/HISTORY	43,880	43,880		46,293	46,293		5.50%	5110	40	35,595	44,493	53,392	98.62%	104.05%	0	0	0	1
57	ESQUIVEL, ELIZABETH-ROJ	GRANTS ACCOUNTANT	23,822	23,822		25,132	25,132		5.50%	2209	22	22,822	28,528	34,233	83.50%	88.10%	0	3,396	0	0
58	EUBANK, CHRISTOPHER W.	PROFESSOR, MUSICOLOGICAL COACH	35,916	35,916		37,532	37,532		4.50%	5105	33	29,945	37,431	44,917	95.95%	100.27%	0	0	0	0
59	FLANNERY, VETAY	DEPT. SECTY. - ATHLETICS/CAC	22,617	22,617		23,861	23,861		5.50%	2105	9	16,556	20,695	24,833	109.29%	115.30%	0	0	0	15
60	FLEMING, RICHARD-ROCH B.	VICE PRESIDENT FOR INSTRUCTION	75,000	75,000		77,625	77,625		3.50%	1103	61	59,784	74,730	89,677	100.36%	103.87%	0	0	0	0
61	FLORES, JOSE B.	PROGRAMMER ANALYST	39,060	39,060		41,404	41,404		6.00%	2302	36	32,247	40,309	48,371	96.90%	102.72%	0	0	0	9
62	FONS, AUGUST M.	DIRECTOR OF CRIMINAL JUSTICE	48,000	48,000		51,205	51,205		4.50%	5119	43	38,932	47,915	57,488	102.28%	106.87%	0	0	0	4
63	FORTNER, TERRY L.	SECURITY OFFICER	20,424	20,424		21,547	21,547		5.50%	4403	10	16,970	21,212	25,454	96.29%	101.58%	0	0	0	5
64	FOULIER, MARK D.	CUSTODIAN I - NIGHT/DAYTIME	17,503	17,503		18,291	18,291		4.50%	3203	30	13,588	16,985	20,382	103.05%	107.69%	0	0	0	2
65	GALVAN, ADRIAN J.	ES/BASIC SKILLS SPECIALIST	27,428	27,428		29,589	29,589		7.89%	4809	30	27,807	34,758	41,710	78.91%	85.13%	0	5,169	0	1
66	GALYEM, MARGIA K.	DEPT. SECTY. - ARTS & SCIENCES	22,155	22,155	27,428	23,263	23,263	29,589	5.00%	2105	9	16,556	20,695	24,833	107.05%	112.41%	0	0	0	9
67	GANN, VICKY L.	REFERENCE TECHNICIAN	23,251	23,251		26,788	26,788		15.21%	5404	25	24,577	30,721	36,865	75.68%	87.20%	0	3,933	0	3
68	GARCIA, JOSE C.	PROFESSOR, SOCIOLOGY	38,816	38,816	19,843	40,563	40,563	20,736	4.50%	5222	9	16,556	20,695	24,833	95.89%	100.20%	0	0	0	0
69	GIBBINS, MARGARETT-NGENERV	ACCEL. JOB READINESS TRAINER	19,843		19,843	20,736		20,736	4.50%	5104	30	27,807	34,758	41,710	91.45%	96.48%	0	1,224	0	0
70	GILCREASE, SAMUEL R.	PROFESSOR, AUTOMOTIVE TECHNOLOGY (AVHS)	31,786	31,786		33,534	33,534		5.50%	5105	33	29,945	37,431	44,917	103.70%	108.37%	0	2,008	0	3
71	GILLELAND, VERA J.	DIRECTOR OF TALENT SEARCH	37,260		37,260	39,309		39,309	5.50%	5105	33	29,945	37,431	44,917	99.14%	105.79%	0	0	0	2
72	GOND, KATHERINE D.	PROFESSOR OF BIOLOGY	37,711	37,711		39,597	39,597		5.00%	5105	33	29,945	37,431	44,917	100.75%	105.79%	0	0	0	8
73	GOMEZ, LUCINDA	FINANCIAL AID SPECIALIST - PELL	21,397	21,397		22,467	22,467		5.00%	3203	1	13,588	16,985	20,382	100.87%	105.92%	0	0	0	8
74	GONZALES, ELPIDIA	CUSTODIAN I - NIGHT/DAYTIME	16,251	16,251		16,982	16,982		4.50%	4701	44	39,290	49,112	59,925	115.79%	121.58%	0	0	0	0
75	GORNAN, PATRICK C.M.	DIRECTOR OF GUIDANCE AND COUNSELING	56,867	56,867		60,658	60,658		5.50%	2111	10	16,970	21,212	25,454	82.31%	87.39%	0	554	0	25
76	GROSSETT, CHRISTIE L.	FINANCIAL AID SPECIALIST - LOAN	19,581	19,581		20,658	20,658		5.50%	2111	10	16,970	21,212	25,454	92.31%	97.39%	0	0	0	3
77	GROETTUM, ELZAG	UPWARD BOUND ACADEMIC COORDINATOR	28,000		28,000	29,540		29,540	5.50%	4807	30	27,807	34,758	41,710	80.56%	84.99%	0	5,218	0	0
78	GUTHRIE, ROBERT T.	PROFESSOR, ACCOUNTING	41,045	41,045		43,097	43,097		5.00%	5106	34	30,693	38,367	46,040	106.98%	112.33%	0	0	0	10
79	HALLADAY, JUDY L.	RECEPTIONIST/REGISTRAR - CNT EDVCOM SVCS	17,503	17,503		18,291	18,291		4.50%	2110	2	13,928	17,410	20,892	100.53%	105.06%	0	0	0	2
80	HALLADAY, TERRY K.	PROFESSOR, AUTOMOTIVE TECHNOLOGY	38,671	38,671		39,831	39,831		3.00%	5104	30	27,807	34,758	41,710	111.28%	114.60%	0	0	0	5
81	HAMMOND, GREGORY-REGG A.	PROFESSOR, ENGLISH	33,053	33,053		34,871	34,871		5.50%	5105	33	28,945	37,431	44,917	88.50%	93.16%	0	2,560	0	0
82	HANCOCK, BETH N.	EXEC. SECTY. TO VP FOR FINANCE	24,800	24,800		26,536	26,536		7.00%	2102	25	24,577	30,721	36,865	80.73%	86.38%	0	4,185	0	6
83	HARDIN, DAN D.	VICE PRESIDENT FOR FINANCE	66,875	66,875		69,884	69,884		4.50%	5105	33	28,945	37,431	44,917	88.50%	93.16%	0	1,245	0	0
84	HARON, SANDY G.	STUDENT RECRUITER	18,148	18,148		19,146	19,146		5.50%	2105	9	16,556	20,695	24,833	87.69%	92.52%	0	1,549	0	0
85	HARDISON, LISAR R.	MAINTENANCE II - GENERAL MAINTENANCE	29,500	29,500		30,828	30,828		4.50%	4301	27	25,821	32,414	39,732	91.40%	95.51%	0	1,448	0	4
86	HARE, JOHN M.	MAINTENANCE II - GENERAL MAINTENANCE	21,150	21,150		22,313	22,313		5.50%	3106	14	18,731	23,414	28,097	90.33%	95.30%	0	1,101	0	0
87	HELMAS, NELDA G.	PROFESSOR, PHYSICAL EDUCATION	41,184	41,184		42,625	42,625		3.50%	5105	33	29,945	37,431	44,917	110.03%	113.68%	0	0	0	8
88	HERNANDEZ, ELIZABETH P.	CUSTODIAN I - NIGHT/DAYTIME	17,339	17,339		18,119	18,119		4.50%	3203	3	13,588	16,985	20,382	102.08%	106.68%	0	0	0	1
89	HICKS, BARBARA L.	COMPUTER OPERATOR	23,133	23,133		24,752	24,752		7.00%	3203	22	22,822	28,528	34,233	81.09%	86.76%	0	3,776	0	7
90	HILLBURN, MARIA E.	CUSTODIAN I - NIGHT/DAYTIME	16,004	16,004		16,904	16,904		5.00%	3203	1	13,588	16,985	20,382	106.00%	111.30%	0	0	0	7
91	HOLLADAY, KELLY G.	PROFESSOR, SCIENCE/ANATOMICS	37,067	37,067		39,291	39,291		6.00%	5105	33	29,945	37,431	44,917	106.00%	111.30%	0	0	0	7
92	HOLSTROM, FELISTATOOOE-	PROFESSOR COSMETOLOGY	37,049	37,049		38,901	38,901		5.00%	5104	30	27,807	34,758	41,710	109.03%	114.97%	0	0	0	10
93	HUDDLETON, DAVID L.	MAINTENANCE III - GENERAL MAINT CARPENTR	22,148	22,148		23,588	23,588		6.50%	3109	18	20,676	25,845	31,014	85.70%	91.27%	0	2,257	0	2
94	HUERTIA, ORHELA	REGISTRAR ASSISTANT I	18,739	18,739		19,770	19,770		5.50%	4104	9	16,556	20,695	24,833	90.55%	95.53%	0	925	0	3
95	INGRAM, PHILIP R.	GENERAL MAINTENANCE FOREMAN	28,141	28,141		29,970	29,970		6.50%	3101	27	25,821	32,276	38,732	87.19%	92.86%	0	2,306	0	1
96	JACKSON, MARLYN SUE	DIRECTOR OF LEARNING & CAREER SERVICES	50,982	50,982		54,551	54,551		7.00%	5201	47	42,311	52,889	63,467	96.39%	103.14%	0	0	0	19
97	JACKSON, ROBERT "BOB" C.	PROFESSOR, P.E./HEAD WMS CODISTK COACH	37,185	37,185		38,858	38,858		4.50%	5105	33	29,945	37,431	44,917	99.34%	103.81%	0	0	0	0
98	JACOBS, JOHNNY E.	DEPT. SECTY. - ALLIED HEALTH FIELDS	18,983	18,983		19,837	19,837		4.50%	2105	9	16,556	20,695	24,833	91.73%	95.85%	0	858	0	0
99	JACOBO, TAMARA K.	SECURITY SERGEANT	25,425	25,425		27,205	27,205		7.00%	4402	20	21,722	27,153	32,584	100.18%	102.00%	0	0	0	16
100	JAMES, TAMARA K.	PROFESSOR, NURSING	32,844	32,844		38,180	38,180		16.25%	5405	33	29,945	37,431	44,917	87.75%	93.64%	0	0	0	8
101	JENKINS, SHARON D.	DIRECTOR OF LIBRARY SERVICES	51,940	51,940		54,277	54,277		4.50%	5401	45	40,272	50,340	60,408	103.18%	107.82%	0	0	0	1
102	JENKINS, TERRIA A.	PROFESSOR, NURSING	30,800	30,800		32,742	32,742		7.00%	5104	30	27,807	34,758	41,710	88.04%	94.20%	0	2,016	0	0

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103	JIMENEZ SONYA D	PROFESSOR ENGLISH	34,655	34,655		36,561	36,561		5.50%	5105	33	29,945	37,431	44,917	92.58%	97.68%	0	870	0	1
104	JOHNS RANDY W	CUSTODIAN II - CUSTODIAL CREW LEADER	17,565	17,565		18,531	18,531		5.50%	3202	3	14,276	17,845	21,414	98.43%	103.84%	0	0	0	1
105	JOHNSON REGINA E	INTERVENTION SPECIALIST	34,000		34,000	35,190		35,190	3.50%	5220	27	25,821	32,276	38,732	105.34%	109.03%	0	0	0	0
106	JONES TANGELAI	ACCOUNTS RECEIVABLE SUPERVISOR	21,610	21,610		24,419	24,419		13.00%	2204	23	23,393	29,241	35,089	73.90%	83.51%	0	4,822	0	1
107	JURAZ MARLA R	ABE ASSESSMENT/RETENTION CLERK	18,983		18,983	19,837		19,837	4.50%	5204	9	16,556	20,695	24,833	91.73%	95.85%	0	858	0	0
108	JURADO ROSELDO	CUSTODIAN I - NIGHT/DAYTIME	16,513	16,513		17,256	17,256		4.50%	3203	1	13,588	16,965	20,382	97.22%	101.60%	0	0	0	0
109	KAYS JOHNNIE B -BELUNDA*	DEPT. SEC'TY. - STUDENT HOUSING/ACTVITS	18,739	18,739		19,770	19,770		5.50%	2105	9	16,556	20,695	24,833	90.55%	95.53%	0	925	0	1
110	KLEIN HARRY SCOTT	PROFESSOR MATHEMATICS	51,353			53,931			5.00%	5110	40	35,595	44,493	53,392	115.44%	121.21%	0	0	0	27
111	KNAPP PATRICIA A	RECORDS ADMINISTRATOR	25,001			27,191			8.76%	5105	33	25,191	31,489	37,787	79.40%	86.35%	0	4,298	0	18
112	KNOLL LYNDIA G	PROFESSOR NURSING	36,875			42,118			14.22%	5105	33	29,945	37,431	44,917	98.51%	112.52%	0	0	0	5
113	KRITZGER MATTHEW B	PROFESSOR COMMAL GRAPHIC DESIGN/GRPHCS	35,634			37,238			4.50%	5107	35	31,461	39,326	47,191	90.51%	94.69%	0	2,088	0	0
114	KUNKO W -BILL C.	DIRECTOR OF COMPUTER INFORMATION SYSTEMS	50,105			53,612			7.00%	2301	51	46,703	58,379	70,055	85.83%	91.83%	0	4,767	0	6
115	LAJOY ANGELAR	DIRECTOR OF CLIENT SERVICES/MAANAGER	31,350		31,350	33,074		33,074	5.50%	5218	27	25,821	32,276	38,732	97.13%	102.47%	0	0	0	2
116	LAGRAVE WANDA B	COORDINATOR OF PAYROLL	28,000			28,560			2.00%	2208	12	17,829	22,286	26,743	125.64%	128.15%	0	0	0	0
117	LAGRAVE KEVIN D	PROFESSOR PE/ASST MENS BASEB COACH	30,254			32,221			6.50%	5104	30	27,807	34,758	41,710	87.04%	92.70%	0	2,537	0	4
118	LAMBERT DARLENE	TELEPHONE OPERATOR & MAIL CLERK	18,993			19,943			5.00%	2107	2	13,928	17,410	20,892	109.09%	114.55%	0	0	0	0
119	LANDERS KAREN M	PROFESSOR NURSING	34,203			39,641			15.90%	5105	33	29,945	37,431	44,917	91.38%	105.90%	0	0	0	5
120	LATHROP JOHN D	PROFESSOR BUSINESS & ECONOMICS	46,923			48,269			5.00%	5106	34	30,693	38,367	46,040	122.30%	128.42%	0	0	0	0
121	LATHROP ROBERT M	CUSTODIAN I - NIGHT/DAYTIME	17,339			18,119			4.50%	3203	1	13,588	16,965	20,382	102.08%	106.88%	0	0	0	33
122	LAVRENTZ RUSSELL RUSTY H	PROFESSOR PE/ASST WVS BSRTBALL COACH	30,482			32,169			5.50%	5105	33	29,945	37,431	44,917	81.46%	85.94%	0	5,262	0	1
123	LEDS DENIS L	CUSTODIAN I - NIGHT/DAYTIME	17,920			18,726			4.50%	3203	1	13,588	16,965	20,382	105.50%	110.25%	0	0	0	3
124	LEWIS PATSY GALE	EXEC. SEC'TY. TO VP FOR INSTRUCTION	27,082			29,113			7.50%	2102	25	24,577	30,721	36,865	88.15%	94.77%	0	1,608	0	11
125	LLOYD RICHARD J	PROFESSOR PE/PATHLETIC TRAINER	38,998			40,948			5.00%	5105	33	29,945	37,431	44,917	104.19%	109.40%	0	0	0	9
126	LOYA LUIS	CUSTODIAN I - NIGHT/DAYTIME	17,920			18,726			4.50%	3203	1	13,588	16,965	20,382	105.50%	110.25%	0	0	0	3
127	LUALLEN RUTHIE D	DIRECTOR OF BOOKSTORE SERVICES	29,528			31,447			6.50%	5601	29	27,128	33,910	40,693	87.08%	92.74%	0	2,463	0	5
128	MAHAN KATHY R	DESIGNER	23,814			26,910			13.00%	2105	27	25,821	32,276	38,732	73.78%	83.37%	0	5,366	0	7
129	MARQUEZ CAROL M	DEPT. SEC'TY. - GRAPHIC ARTS	22,438			26,912			5.00%	5202	30	16,556	20,695	24,833	108.42%	114.39%	0	0	0	11
130	MARQUEZ DIANNE R	COORDINATOR OF ADULT BASIC EDUCATION	29,498			31,415			6.50%	5202	30	27,807	34,758	41,710	84.87%	90.38%	0	3,343	0	1
131	MARTZ JOANNA	DEPT. SEC'TY. - LING & CAR SRVCS/TITLE V	21,046		21,046	22,098		22,098	5.00%	2105	9	16,556	20,695	24,833	101.70%	106.78%	0	0	0	6
132	MCCOOL JEFFERY -JEFF P	DIRECTOR OF DEL. NORTHMENS HEAD BB CO.	35,750			37,538			5.00%	1108	29	27,128	33,910	40,693	105.43%	110.70%	0	0	0	9
133	MCCOULDOUR JAMES E	DIRECTOR OF DEL. NORTHMENS HEAD BB CO.	15,417			16,111			4.50%	3303	1	13,588	16,965	20,382	90.77%	94.85%	0	874	0	0
134	MEGERT DIANNA A	PROFESSOR COMPUTER SCIENCE/MATHEMATICS	44,986			47,021			4.50%	5106	34	30,693	38,367	46,040	117.28%	122.56%	0	2,590	0	17
135	MELLON PATRICK A	PROFESSOR BUSINESS, MKRTG. AND MID-MANGT	32,715			34,841			6.50%	5105	33	29,945	37,431	44,917	87.40%	93.08%	0	2,590	0	1
136	MENDOZA VIRGINIA A	DEPT. SEC'TY. - PANNELL LIBRARY	18,963			20,237			6.61%	2105	9	16,556	20,695	24,833	91.73%	97.79%	0	458	0	1
137	MILLER KATHLEEN KATHY F	BENEFITS SPECIALIST	25,675			27,087			5.50%	2102	22	22,822	28,528	34,233	90.00%	94.95%	0	1,441	0	3
138	MILLER WINONA C	EXEC. SEC'TY. TO VP FOR STUDENT SERVICES	26,284			28,124			7.00%	2102	25	24,577	30,721	36,865	85.56%	91.55%	0	2,597	0	10
139	MIRANDA PEDRO/PETE O III	GRADUATE/STUDENT	17,339			17,946			3.50%	3303	1	13,588	16,965	20,382	102.08%	105.66%	0	0	0	0
140	MITCHELL LINDA K	DEPT. SEC'TY. - CONT. ED./COMM. SERVICES	17,475			18,611			6.50%	2105	9	16,556	20,695	24,833	84.44%	89.93%	0	2,084	0	3
141	MUADINIC PETER G	PROFESSOR ENGLISH	41,137			43,194			5.00%	5107	35	31,461	39,326	47,191	104.61%	109.84%	0	0	0	10
142	MOORE ERNESTINE C	PROFESSOR OFFICE TECHNOLOGY	45,857			48,150			5.00%	5106	34	30,693	38,367	46,040	119.52%	125.50%	0	0	0	3
143	MORALES JESSE	GRADUATE/STUDENT	17,339			18,119			4.50%	3303	3	13,588	16,965	20,382	102.08%	106.88%	0	0	0	23
144	MORALES SHARON D	CUSTODIAN I - NIGHT/DAYTIME	16,513			17,256			4.50%	3203	1	13,588	16,965	20,382	97.22%	101.60%	0	0	0	1
145	MORELAND LYDIA R	SECURITY OFFICER	19,399			20,833			6.36%	4403	10	16,970	21,212	25,454	91.45%	97.27%	0	579	0	7
146	MORENO GAYLA JOLENE J	CASHER	18,983			19,837			4.50%	2206	9	16,556	20,695	24,833	95.85%	99.85%	0	858	0	0
147	MORRIS BILLY G	DIRECTOR OF SECURITY	35,827			40,259			13.00%	4401	43	38,332	47,915	57,488	74.35%	84.02%	0	7,656	0	15
148	MURPHY GLENN D	DIRECTOR OF ATHLETICS	54,551			57,551			5.50%	4601	45	40,272	50,340	60,408	115.44%	114.32%	0	0	0	0
149	MURPHY SHELLEY A	ADMINISTRATIVE DIRECTOR OF S.B.D.C.	36,285		36,285	40,370		40,370	5.50%	5112	38	33,880	42,350	50,819	90.35%	95.32%	0	1,980	0	4
150	MURPHY SHELLEY A	PROFESSOR AVIS & CERT NIGS/ASST COURSE	30,254			34,421			13.77%	4805	33	29,945	37,431	44,917	80.83%	91.86%	0	3,010	0	3
151	NECAISE EMILY C	DIRECTOR OF UPWARD BOUND PROGRAM	36,380		36,380	39,745		39,745	6.50%	4806	37	33,053	41,317	49,580	88.05%	93.77%	0	2,572	0	4
152	NECAISE CHARLES R	SECURITY OFFICER	20,003			21,103			5.50%	4403	10	16,970	21,212	25,454	94.30%	99.49%	0	109	0	1
153	NEEL LINDA L	DIRECTOR OF FINANCIAL AID	40,884			43,961			7.50%	4201	43	38,332	47,915	57,488	85.35%	91.75%	0	3,954	0	11

NEW MEXICO JUNIOR COLLEGE
2001-2002 Compensation Recommendation

9-45 AMS/18/01

#	Employee Name	Job Title	Current Salary	Funding- Institutional	Funding- Grants	New Salary	Funding- Institutional	Funding- Grants	Percentage Increase	Job Code	Salary Range	Minimum	Midpoint	Maximum	Old Comp Ratio	New Comp Ratio	\$-MIN after Increase	\$-MID after Increase	\$-MAX after Increase	Sec Yrs
154	NELSON, CECILIA E. "C.C."	DIRECTOR OF DEVELOPMENT	47,190	47,190		51,173	51,173		8.44%	1105	52	47,871	59,839	71,807	78.86%	85.52%	0	8,666	0	7
155	NEWMAN, LYNDA L.	PROFESSOR, READING/EDUCATION	34,655	34,655		36,561	36,561		5.50%	5105	33	29,945	37,431	44,917	92.58%	97.68%	0	870	0	1
156	NOLEN, WENDE L.	ASST. DIRECTOR OF FINANCIAL AID	29,930	29,930		31,576	31,576		5.50%	4202	28	26,467	30,083	39,700	90.47%	95.44%	0	1,507	0	5
157	ORGAN, REGINAL D.	VICE PRESIDENT FOR STUDENT SERVICES	66,875	66,875		70,553	70,553		5.50%	1104	59	56,904	71,129	85,355	94.02%	99.19%	0	576	0	2
158	ORTIZ, DASHA D.	DEPT. SECTY. - HUMAN RESOURCES	20,271	20,271		21,183	21,183		4.50%	2105	9	16,556	20,695	24,833	97.95%	102.36%	0	0	0	0
159	ORTIZ, MARIA PILAR P.	HARDWARE/SOFTWARE SPECIALIST	29,295	29,295		31,053	31,053		6.00%	2305	26	25,191	31,489	37,787	93.03%	98.62%	0	436	0	7
160	OSWALD, SAM L.	DEAN OF CONT. EDUCATION SERVICES	53,410	53,410		57,416	57,416		7.50%	5501	53	49,068	61,335	73,602	87.08%	93.61%	0	3,919	0	11
161	OWENS, TANYAL	DATA GATHERER/SPECIALIST	22,017		22,017	23,228		5.50%	5203	12	17,829	22,286	26,743	98.79%	104.23%	0	0	0	5	
162	OWENS, WILEY G. "GLENN"	GRADING SUPERVISOR	23,203		23,203	24,479		5.50%	3301	14	18,731	23,414	28,097	99.10%	104.55%	0	0	0	5	
163	PEÑA, JOE JR.	CUSTODIAN II - NIGHT/DAYTIME	20,556		20,556	21,275		3.50%	3302	3	14,276	17,845	21,414	115.19%	119.22%	0	0	0	6	
164	PEREZ, DELSAM	REGISTRAR ASSISTANT II	18,993		18,993	19,658		3.50%	4103	1	13,588	16,985	20,382	111.82%	115.74%	0	0	0	6	
165	PERRY, JACKIE M.	COORDINATOR OF PUBLIC RELATIONS/MARKETING	22,932		22,932	24,423		6.50%	5503	22	22,822	26,528	34,233	80.38%	85.61%	0	4,105	0	5	
166	PERRY, TIMOTHY "TIM" L.	COORDINATOR OF PUBLIC RELATIONS/MARKETING	32,100		32,100	33,866		5.50%	5503	28	26,467	33,083	39,700	97.03%	102.37%	0	0	0	2	
167	PHILLIPS, LARAE	PROFESSOR	40,660		40,660	42,490		4.50%	4702	36	32,247	40,309	48,371	100.87%	105.41%	0	0	0	2	
168	PERCE, BRENDA C.	PROFESSOR, ANATOMY & PHYSIOLOGY/MICROBIO	42,018		42,018	43,699		4.00%	5105	33	29,945	37,431	44,917	112.25%	116.75%	0	0	0	13	
169	PIMON, MIRNAL	CUSTODIAN I - NIGHT/DAYTIME	17,339		17,339	18,119		4.50%	3203	1	13,588	16,985	20,382	102.08%	106.66%	0	0	0	1	
170	PINKINS, SHANNON L.	TALENT SEARCH SCHOOL COORDINATOR	25,200		25,200	26,838		6.50%	4805	30*	23,173	26,965	34,758	87.00%	92.66%	0	2,127	0	1	
171	PRITCHETT, JO ANN	GROUPS/KEEPER I	17,339		17,339	17,946		3.50%	3303	1	13,588	16,985	20,382	102.08%	105.66%	0	0	0	1	
172	PRUITT, DEBORAH/DEBBIE G.	ASST. DIR/PROF OF LAW ENF. ACADEMY/CJ	41,500		41,500	43,763		5.50%	5113	41	36,485	45,606	54,727	91.00%	96.00%	0	1,823	0	3	
173	PULMAN, DONALD R.	SECURITY OFFICER	18,318		18,318	19,509		6.50%	4403	10	16,970	21,212	25,454	86.36%	91.97%	0	1,05	0	4	
174	QUROZ, SANTOS O.	DEL NORTE CENTER CLERK	16,403		16,403	17,305		5.50%	2109	2	13,928	17,410	20,892	94.22%	99.40%	0	0	0	3	
175	RASON, RUDY	MAINTENANCE III - PLANT WAREHOUSEMAN, MP	24,030		24,030	24,751		3.00%	5505	9	16,556	20,695	24,833	119.60%	119.60%	0	153	0	4	
176	RASH, WILLIAM D.	DEPT. SECTY. - STUDENT SUPPORT SERVICES	24,238		24,238	25,692		6.00%	3105	18	20,676	25,845	31,014	93.78%	99.41%	0	925	0	7	
177	REIMER, ANNAL	PROFESSOR, COMMUNICATIONS/THEATRE	18,739		18,739	19,770		5.50%	2105	9	16,556	20,695	24,833	95.53%	99.53%	0	111	0	3	
178	RICE, JOHN R.	COORDINATOR OF TUTORING/SUPPLYMENT INSTRN	40,281		40,281	42,496		5.50%	5109	38	33,880	42,350	50,819	100.34%	100.34%	0	0	0	1	
179	RICHARDS, DONNA K.	DEPT. SECTY. - INSTITUTIONAL DEVELOPMENT	19,378		19,378	20,584		6.22%	2105	9	16,556	20,695	24,833	93.64%	99.46%	0	0	0	2	
180	RICHESON, PUESAD	CUSTODIAN I - NIGHT/DAYTIME	16,513		16,513	17,256		4.50%	3203	1	13,588	16,985	20,382	97.22%	101.60%	0	0	0	4	
181	ROBINSON, CONSTANCE M.	COORDINATOR OF TUTORING/SUPPLYMENT INSTRN	36,343		36,343	37,978		4.50%	5211	30	27,807	34,758	41,710	104.56%	105.62%	0	1,108	0	6	
182	ROBLEDO, EMILIA O. "AMY"	ACCOUNTS PAYABLE CLERK	22,206		22,206	23,538		6.00%	2207	12	17,829	22,286	26,743	99.64%	105.62%	0	0	0	4	
183	RODRIGUEZ, AME A.	DEPT. SECTY. - TALENT SEARCH	18,566		18,566	19,587		5.50%	2105	9	16,556	20,695	24,833	89.71%	94.65%	0	0	0	6	
184	ROMERO, LUCRETIA A.	EDUCATIONAL TECHNOLOGY SPECIALIST	33,000		33,000	34,155		3.50%	5219	26	25,191	31,489	37,787	104.80%	108.47%	0	0	0	0	
185	ROUNDS, CHRISTOPHER D.	EXEC. DIRECTOR - LEA CNTY DIST ED CONSTM	46,000		46,000	48,070		4.50%	5106	43	38,332	47,915	57,498	96.00%	100.32%	0	0	0	0	
186	SADGAKHCHODAM, GJOLANREZA	PROFESSOR, WELDING	34,000		34,000	35,870		5.50%	5219	34	30,693	38,367	46,040	103.53%	110.27%	0	6,460	0	2	
187	SALAZAR, AMPARO J.	PROFESSOR, AUTOMOTIVE TECHNOLOGY	34,807		34,807	36,373		4.50%	5104	30	27,807	34,758	41,710	104.65%	104.65%	0	0	0	1	
188	SALAZAR, ROBERT R.	LIBRARY ASST. - SERIALS, MICROFILMS & ILL	18,983		18,983	19,837		4.50%	5403	9	16,556	20,695	24,833	88.52%	95.85%	0	858	0	0	
189	SANDERSON, PATRICIA/PAT A.	ACCEL PROJECT COORDINATOR	36,575		36,575	38,952		6.50%	5505	37	33,053	41,317	49,580	88.52%	94.28%	0	2,365	0	0	
190	SCHAAPHOK, BARBARA K.	ACCEL PROJECT COORDINATOR	34,554		34,554	36,973		7.00%	4702	36	32,247	40,309	48,371	85.72%	91.72%	0	3,336	0	3	
191	SCOTT, PATRICIA C.	ALLIED HEALTH COUNSELOR	18,393		18,393	19,589		6.50%	2105	8	16,556	20,695	24,833	88.88%	94.66%	0	1,106	0	0	
192	SEED, LISA J.	DEPT. SECTY. - LEA CNTY COMBY HALL OF FA	18,393		18,393	19,589		6.50%	5108	37	33,053	41,317	49,580	95.67%	101.42%	0	0	0	3	
193	SHELTON, MAAR L.	PROFESSOR, READING/EDUCATION	39,530		39,530	41,252		4.25%	2101	40	35,595	44,493	53,392	98.13%	103.53%	0	3,241	0	6	
194	SHELDS, JERRETT A.	ADMINISTRATIVE ASSISTANT TO PRESIDENT	38,196		38,196	39,866		4.38%	3303	1	13,588	16,985	20,382	98.13%	103.53%	0	0	0	17	
195	SHLAGE, DEBORAH R.	CUSTODIAN I - NIGHT/DAYTIME	16,668		16,668	17,585		5.50%	5301	12	13,588	16,985	20,382	98.13%	103.53%	0	0	0	2	
196	SMITH, TERRY W. "WAYNE"	ROBO/CONCOCHAMPERS/SERIES/ROBO COOR	30,305		30,305	31,366		3.50%	5301	1	13,588	16,985	20,382	98.13%	103.53%	0	0	0	0	
197	SPRINGER, DONALD	ADMIN. SECTY. - DEAN OF ARTS & SCIENCES	24,735		24,735	26,466		7.00%	2103	22	22,822	28,528	34,233	135.98%	140.74%	0	2,062	0	10	
198	STEPHENSON, CYNIA A.	ACADEMIC/CAREER PLANNER	29,960		29,960	31,907		6.50%	4802	30	27,807	34,758	41,710	86.70%	92.77%	0	2,138	0	0	
199	SUDOUTH, ROYCE "NELL" N.	GENERAL MAINTENANCE - LEAD RINNYN ELECTN	28,383		28,383	27,834		5.50%	3102	24	23,978	29,972	35,966	86.20%	91.80%	0	2,891	0	1	
200	SWINNEY, PEGGY J.	DEPT. SECTY. - SBDC	19,160		19,160	20,214		5.50%	2105	9	16,556	20,695	24,833	88.03%	92.58%	0	481	0	0	
201	TAYLOR, GLEFF "SHAWN" A.	GENERAL MAINTENANCE - LEAD CARPENTER	25,135		25,135	26,789		6.50%	3108	23	23,393	28,241	35,089	85.96%	91.55%	0	2,472	0	2	
202	TELLER, FRANCIS/FRITZ L.	ACCEL JOB DEVELOPER	33,963		33,963	35,491		4.50%	5210	27	25,821	32,276	38,732	105.23%	109.96%	0	0	0	2	
203	TELES, CELIA "SALLY" C.	INVENTORY CONTROL SPECIALIST	21,610		21,610	24,227		12.11%	3110	22	22,822	28,528	34,233	75.75%	84.92%	0	4,301	0	2	
204	THOMAS, KIMBERLE C.	ACCEL COMPUTER OPERATOR/CLERK	18,148		18,148	19,146		5.50%	5207	9	16,556	20,695	24,833	87.89%	92.52%	0	1,549	0	0	

NEW MEXICO JUNIOR COLLEGE

REQUEST FOR PROPOSALS #59

AUDIT SERVICES FOR NEW MEXICO JUNIOR COLLEGE

OPENING DATE & TIME: MAY 16, 2001 -- 3:00 P.M. – NMJC time (MST)

**Administration Building - Business Office
Coordinator of Purchasing
5317 Lovington Highway
Hobbs, New Mexico**

New Mexico Junior College invites you to submit a sealed proposal for Audit Services for the College. Failure to comply with the instructions, terms, conditions and specifications of this Request for Proposals (“RFP”) may result in your proposal being classified as unresponsive. Proposals must be submitted to the above address no later than the time and date specified above. New Mexico criminal law prohibits bribes, gratuities and kickbacks. Note: The contents of submitted proposals shall not be made public during the negotiation process.

Proposals must be submitted in a sealed envelope with the attached labels on the outside marked: *RFP #59*

NUMBER OF COPIES TO SUBMIT: Original plus one copy

Note: This mailing includes: Audit Rule 2001 2.2.2 NMAC, OMB Circular A-133 Audits of States, Local Governments, and Non-Profit Organizations, and the NMJC 2001/2002 Operating Budget and Estimated Actuals 2000/2001

**POLICIES & PROCEDURES: Frank Collins - Coordinator of Purchasing
Phone: (505) 392.2953
TECHNICAL INFORMATION: Dan Hardin – Vice President of Finance
Phone (505) 392.5210**

NEW MEXICO JUNIOR COLLEGE

Request for Proposals #59

Audit Services for New Mexico Junior College

BOARD DOCUMENTS

Date: May 17, 2001
Prepared by: Frank Collins
Coordinator of Purchasing

NEW MEXICO JUNIOR COLLEGE

BOARD DOCUMENTS

General Information

1. On May 1, 2001 a legal notice was posted on the NMJC Bulletin Board and faxed to the following newspapers requesting sealed proposals for Audit Services for New Mexico Junior College:
 - 1) The Hobbs Daily News Sun
 - 2) El Paso Times
 - 3) Albuquerque Journal
2. Proposal packets were mailed eight (8) potential bidders.
3. Two vendors submitted proposals within the time frame specified by the RFQ package.
4. No bidders were present at the opening.
5. The Business Office has evaluated the bids received and their recommendations are shown on Page 2.

NEW MEXICO JUNIOR COLLEGE

Evaluation and Recommendations

Board Documents

Two vendors responded to the Request for Proposal #59. Johnson, Miller & Co., Hobbs, NM and Andrew Hoffman, CPA, Albuquerque, NM.

The Evaluation Committee evaluated the proposals received based on the State of New Mexico's 2.2.2 NMAC Audit Rule 2001 ("Requirements"). 2.2.2 NMAC Audit Rule 2001 sets forth that all competitive sealed proposals or quotations received pursuant to Paragraph 2 and Paragraph 3 of Subsection 2.2.2.8 of this Rule use a two-step evaluation process, preferably executed by a selection committee. These include, but are not limited to, the firm's capability (resources, quality control, etc.), work requirements and technical approach (audit planning and audit objectives, etc.), experience in governmental auditing, experience in auditing similar entities and total price for audit services.

The Administration recommends acceptance of the professional services of Johnson, Miller and Co., Hobbs, NM for audit services for the 2000/2001 fiscal year at an annual cost of \$32,992. The College may opt to renew the contract annually for up to additional years. The total multi-year cost is \$90,616.

**Source of Funding: External Audit – General Institutional Support
for 2001/2002 Fiscal Year**

Account Number: 1-2213-14-102

Annual Amount: \$32,992.00

NEW MEXICO JUNIOR COLLEGE

Request for Proposals #59 Specifications for Audit Services

1. **SERVICES** – New Mexico Junior College is soliciting Requests for Proposals (RFPs) to select an Independent Public Accountant (IPA) to conduct the financial audit of the College for fiscal year 2001-2002. **The financial audit shall comprise the entire operations of New Mexico Junior College, including but not limited to: 2001 990T exempt organization business income tax return, a federal single audit, and consultation services for the implementation of GASB 34 and 35.** The College may opt to renew the contract on a year-by-year basis for up to two additional years. Such renewal, if granted, shall be contingent upon the mutual consent of both parties and sufficient appropriations and authorizations being made by the Legislature of New Mexico for the performance of this contract.
2. **PROFESSIONAL REQUIREMENT** – In order to submit a proposal, IPAs must be currently licensed and in good standing with the New Mexico State Board of Public Accountancy and appear on the New Mexico State Auditor's approved listing of IPAs for performing public audits.
3. **SCOPE** – The proposing IPA is independently responsible for determining the nature, scope, and depth of the audit services to be performed before submitting a proposal. IPAs may request to physically inspect sample documents maintained by the NMJC Business Office in this assessment.
4. **AUDIT CONTRACT** – The successful IPA shall be required to execute the official State of New Mexico Audit contract issued through the State Auditor's Office (sample copy attached), the terms of which shall become an integral part of the requirements of this proposal.
5. **AUTHORITIES** – The audit shall be conducted by the IPA as per all the requirements of Audit Rule 2.2.2 NMAC dated March 30, 2001 titled "Requirements for Contracting and Conducting Audits of Agencies" (copy included) and all other authorities relative to higher education and New Mexico local public bodies.
6. **AUDIT REPORT DEADLINE** – 2.2.2 NMAC requires the IPA submit a progress report to the State Auditor sixty (60) days prior to the audit report due date. The final deadline for submitting the audit report to the State Auditor's Office is November 15, 2001.

7. **PROPOSAL EVALUATION CRITERIA** – The IPA shall be evaluated on the basis of the criteria set forth in 2.2.2 NMAC Audit Rule Appendix. The IPA should submit sufficiently detailed information in his/her proposal to demonstrate competency or compliance as enumerated in the Audit Proposal Evaluation Criteria in Section A of the RFP #59.
8. **AUDIT REPORT** – The IPA shall submit twenty (20) original audit reports to NMJC on or before the audit report due date. The IPA is responsible for typing, reproduction and assembly of the reports.
9. **COST** – The cost of services shall be evaluated according to the weighing method outlined in Part Two of the Evaluation Form only for the top three candidates from Part One. IPAs should complete the Bid Price Form, breaking down the cost by category and estimated hours of completion. **Gross receipt tax should be excluded.**
10. **MATERIALS TO BE SUBMITTED** – There are materials that shall be submitted by the IPAs as part of the RFP process. They are as follows:
 - A. NMJC Bid Price Form (copy attached in Section A)
 - B. Firm Profile that addresses in detail all the evaluation points as described in the State Auditor's Instructions for Completing Agency Audit Contract Proposal Evaluation Form (instructions attached in Section A).
 - C. Firm's most recent peer review.
 - D. State Auditor's firm review results.

NEW MEXICO JUNIOR COLLEGE
AUDIT PROPOSAL EVALUATION CRITERIA

SECTION A

The following instructions have been issued by the State Auditor's Office to agencies for the purposes of evaluating the IPA's Proposal.

Please submit sufficiently detailed information with your proposal that addresses each of the points listed in order for your proposal to be properly evaluated.

Firms are required to provide a complete copy of their most recent peer review as well as a copy of the most recent State Auditor's firm review results.

NEW MEXICO JUNIOR COLLEGE

INVITATION TO BID #904

**PURCHASE OF MATERIALS FOR THE
CONSTRUCTION OF HORSE STALLS**

Bid Opening: May 16, 2001 - 4:00 P.M. -- NMJC Time (MST)

**Business Office
5317 Lovington Highway
Hobbs, New Mexico**

New Mexico Junior College invites you to submit a sealed bid for the purchase of materials for the construction of horse stalls. Failure to comply with the instructions, terms, conditions and specifications of this Invitation may result in your bid being classified as unresponsive. Bids must be submitted to the above address no later than the time and date specified above. New Mexico criminal law prohibits bribes, gratuities and kickbacks.

Bids must be submitted in a sealed envelope with the attached label on the outside marked: **Invitation to Bid #904**

NUMBER OF COPIES TO SUBMIT: - Original plus one copy

This mailing contains 9 pages.

BID INFORMATION:

Policies and Procedures - Frank Collins (505) 392-2953

Technical Information - Wayne Smith (505) 392-5692, ext.427 or Richard Morris (505) 392-5786, ext. 527

NEW MEXICO JUNIOR COLLEGE

Invitation to Bid #904

Purchase of Materials for the Construction of Horse Stalls

BOARD DOCUMENTS

Date:	May 17, 2001
Prepared by:	Frank Collins Coordinator of Purchasing

NEW MEXICO JUNIOR COLLEGE

BOARD DOCUMENTS

General Information

1. On May 4, 2001 a legal notice was posted on the NMJC Bulletin Board and faxed to the following newspapers requesting sealed bids for the purchase of materials for the construction of horse stalls:
 - 1) The Hobbs Daily News Sun
 - 2) El Paso Times
 - 3) Albuquerque Journal
2. Proposal packets were delivered to six (6) potential bidders.
3. One vendor submitted a proposal within the time frame specified by the Invitation package.
4. No bidders were present at the opening.
5. The Business Office has evaluated the bid received and their recommendations are shown on Page 2.

NEW MEXICO JUNIOR COLLEGE

Evaluation and Recommendations

Board Documents

The vendor responding to Invitation to Bid #904 was Powder River Livestock Handling Equipment, Provo, UT,

The Administration recommends acceptance of the bid submitted by Powder River Livestock Handling Equipment, Provo, UT in the amount of \$25,655.50.

Source of Funding: Major Equipment – Rodeo Team – 2000/2001 Fiscal Year

Account Number: 2-2741-82-60

NEW MEXICO JUNIOR COLLEGE

SPECIFICATIONS OF MATERIALS

The specifications for the materials requested by the College are presented below.

The College recommends that you visit the site prior to submitting a proposal. You must contact either Richard Morris or Wayne Smith. Please do not visit the rodeo arena area without contacting one of these individuals and making an appointment for a site walkthrough.

Specifications:

The College is requesting a quantity of:

170 Panel Tube Square 12' X 64" straight leg (See Diagram "A") – Paint Color: Forest Green

100 12' Combo Panel straight leg (See Diagram "B") – Paint Color: Forest Green

(Must be Heavy duty 5/8" pins, 10 gauge clips, 16 gauge vertical stays, and 14 gauge split coil.)

Heavy duty Connectors to establish connectivity of panels and combo gate panels (See Diagram "C" for 3 – IN line Clevis Connector and Diagram "D" for Double Clevis Connector) – **Paint Color: Forest Green**

Materials may be new or "used". Used is defined as less than two months old and in excellent condition.

The College reserves the right to inspect all materials before shipment is delivered or accepted and the right to refuse all or part of the shipment.

As stated in the Terms and Conditions, Page 2, Paragraph #9, all material must be received by the College on or before May 28, 2001.

Diagram A

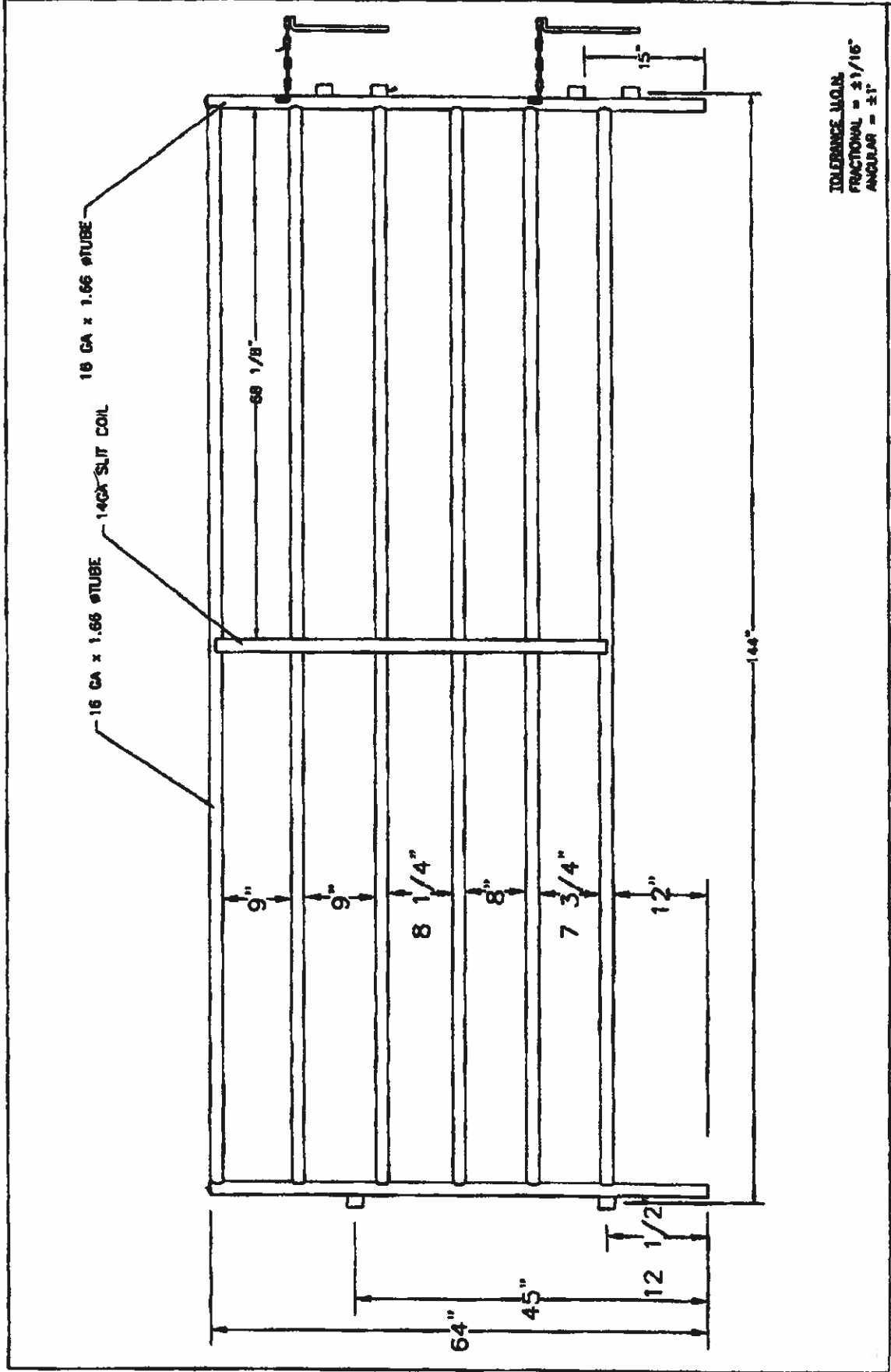


Diagram B

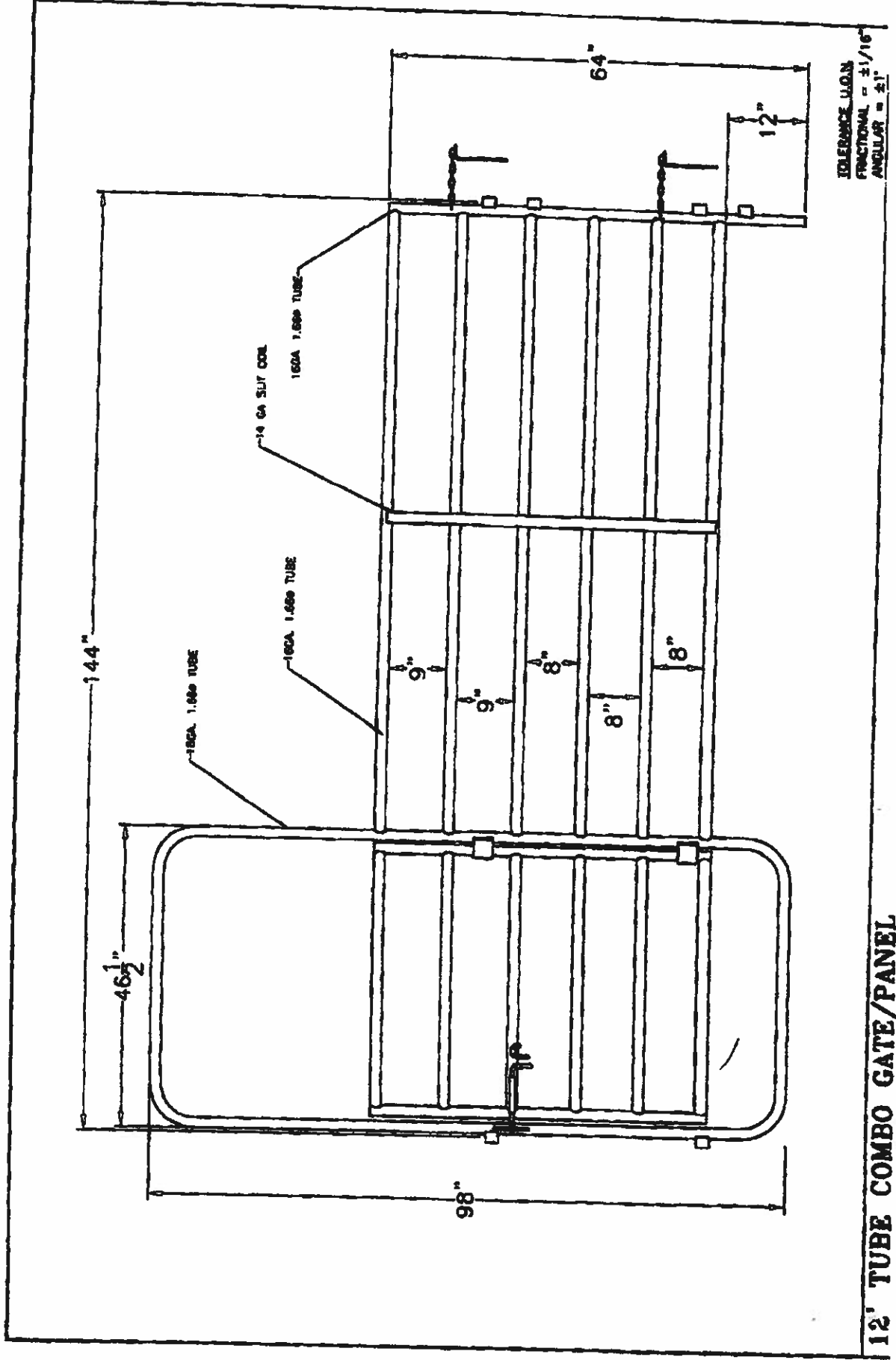
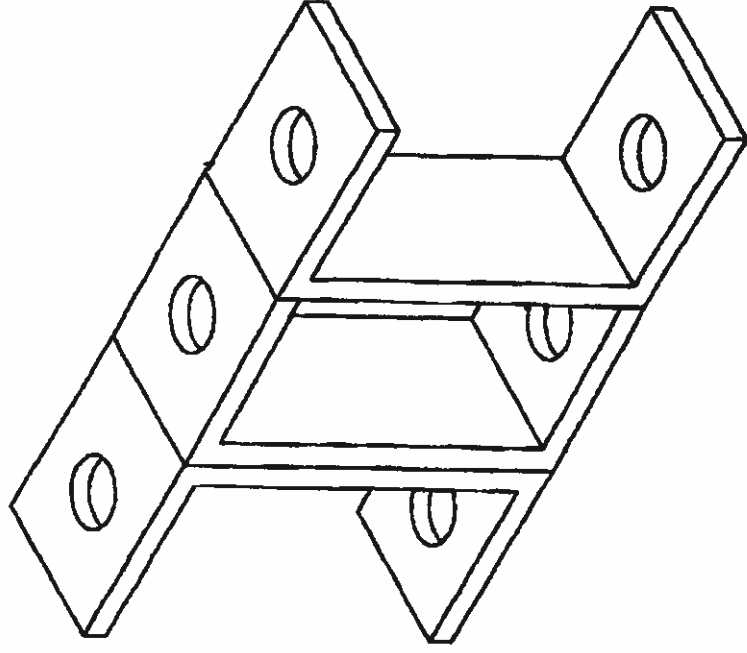


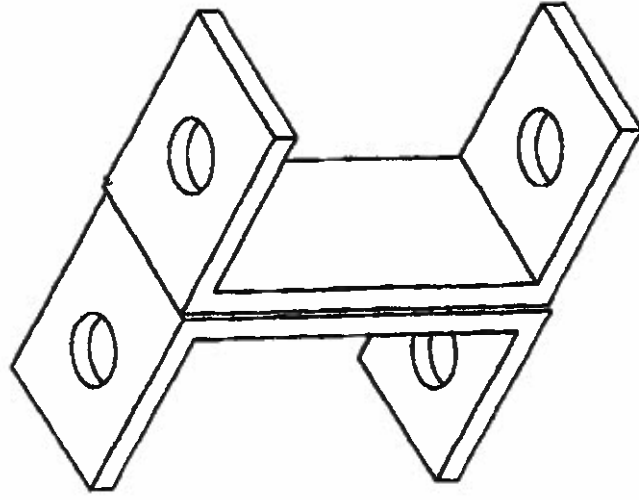
Diagram C



TOLERANCE UNLESS
FRACTIONAL = ±1/16"
ANGULAR = ±1°

3-IN LINE CLEVIS CONNECTOR

Diagram D



TOLERANCE U.O.M.
FRACTIONAL = $\pm 1/16$ "
ANGULAR = $\pm 1^\circ$

DOUBLE CLEVIS CONNECTOR

NEW MEXICO JUNIOR COLLEGE
Personnel Recommendation for Board Consideration



The following candidate is being recommended for employment as follows: Date 5/9/01

Candidate's name Anton Green

Position title Professor of CIS

New position Existing position Classification Faculty Professional Other _____

Is candidate related to another NMJC employee? yes no If so, to whom _____

Effective date of employment 8/13/01 Standard contract length 12 mos. 9 mos. other _____

Funding source 100% Institutional

Paid advertising beyond *standard The Chronicle of Higher Education, Hobbs News-Sun

(* Standard: Direct Mail to approximately 65 colleges in a 5-state region, NM Dept. of Labor, NMJC Website & KLMA Radio)

Posted salary range Based on education and experience Recommended annual salary \$36,000 Prorated salary yes no
(Employment date through June 30)

Account number(s) with respective % allocation(s) 1-2011-11517

Recommended and approved by:

Supervisor _____
R. Fleming
Vice President

Steve M. Doves
Dean/Director
Steve M. Cleary
President

- Selection Committee Members: Steve Barslou
Diann Megert
Bill Kunko
Garry Wilson

Comments: Mr. Green exceeds the minimum requirements as stated in the position announcement.
Mr. Green holds a master's degree, MCSE, A+, and Novell 4.1 certifications.

ABBREVIATED RESUME

Position

Professor of Computer Information Systems

Personal Data

Name: Anton A. Green

Education

A.A., Midland College, Midland, TX, 1990

B.B.A., Angelo State University, San Angelo, TX, 1988

M.Ed., Northwestern State University, Natchitoches, LA, 1996

Professional Experience

TEK Systems, Odessa, TX Part-time Technician	1/01 to Present
Midland College, Midland, TX Part-time Instructor	9/00 to Present
Big Bend Computing Owner-Contractor	96 to present
SBC Services, Midland, TX Technical Services Manager	4/00 to 9/00
Pipeline Land Services, Jacksboro, TX Technician	3/99 to 4/00
Temple Junior College, Taylor, TX Adjunct Professor	8/99
Alpine ISD, Alpine, TX District Alternative Education Program Director	1996 to 1998
Northwestern State University, Natchitoches, LA Graduate Assistant	1995 to 1996
Lake County ISD, Tavarez, FL School Teacher	1994 to 1995

Organizations

Delta Kappa Pi Teachers Honorary Society
HTML Writers Guild
Microsoft Site Builders Network, Level 3
Microsoft Developers Network



New Mexico Junior College

Career Opportunities

Position Announcement • February, 2001

Position Title: Professor of Computer Information Systems

Position Description: The position reports to the Dean of Business & Technology. Duties and responsibilities include, but are not limited to, the following: (1) teach courses in Computer Information Systems; (2) may be assigned to teach courses in the Area Vocational High School Program or at the college level; and (3) serve on college committees as requested by the administrative team.

Qualifications: Bachelor's degree in Computer Science/Computer Information Systems required. Master's degree preferred. All degrees must be from a regionally accredited institution. Some knowledge of Object oriented programming, networking, PC repair and upgrade, and Web designing and programming required. Knowledge of various office and business software packages including word processing, spreadsheets, and database management. Two years of teaching and/or occupational experience preferred.

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. Note: NMJC does not participate in social security deductions.

Application Deadline: April 2, 2001 at 5:00 p.m. MST. Position starts August 13, 2001. To ensure consideration, all application materials must be received by the deadline. Please do not send any application materials via e-mail.

To Apply: Submit NMJC application form, letter of application, resume, unofficial transcripts (official transcripts required prior to employment), and three or more letters of reference to:

**Lisa Brown
Director of Human Resources
New Mexico Junior College
5317 Lovington Highway
Hobbs, NM 88240**

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APPLICANT LIST

Position: Professor of Computer Information Systems

<u>Applicant</u>	<u>Interview</u>	<u>Offer</u>	<u>Remark</u>
MacKinnon, Judith	Yes	No	
Schrock, Mark	No	No	
Knapp, Gary	Yes	No	
Fitzgerald, Michael	No	No	Incomplete application materials.
Shenkut, Amare	No	No	Incomplete application materials.
Green, Anton	Yes	Yes	Start Date: pending Board approval.

NEW MEXICO JUNIOR COLLEGE
Personnel Recommendation for Board Consideration



The following candidate is being recommended for employment as follows: Date 5/8/01

Candidate's name Mr. Joel Keranen

Position title Professor of Math/Physics

New position Existing position Classification Faculty Professional Other _____

Is candidate related to another NMJC employee? yes no If so, to whom _____

Effective date of employment 8/13/01 Standard contract length 12 mos. 9 mos. other _____

Funding source Operational

Paid advertising beyond *standard Chronicle of Higher Education, Hobbs News-Sun
(* Standard: Direct Mail to approximately 65 colleges in a 5-state region, NM Dept. of Labor, NMJC Website & KLMA Radio)

Posted salary range \$29,945 - \$53,392 Recommended annual salary \$35,000.00 Prorated salary yes no
(Employment date through June 30)

Account number(s) with respective % allocation(s) 1-2011-11510 @ 100%

Recommended and approved by:

George Biggs [Signature]
Supervisor
Richard Fleming [Signature]
Vice President

Mickey D. Best [Signature]
Dean/Director
Steve McCleary [Signature]
President

Selection Committee Members: Dr. Victor Berner, Professor of Chemistry/Astronomy
Mr. George Biggs, Department Chair - Math/Sciences
Ms. Kelly Holladay, Professor of Sciences/Aquatics
Dr. Scotty Klein, Professor of Mathematics
Mrs. Donna Springer, Administrative Secretary to Dean of Arts and Sciences
Mr. Stewart Thornburgh, Professor of Mathematics

Comments: The candidate meets and exceeds the educational requirements for the position.

ABBREVIATED RESUME

Position

Professor of Mathematics/Physics

Personal Data

Name: Joel A. Keranen

Education

B.S., Michigan Tech University, Houghton, MI, 1991
M.S., University of Illinois, Urbana, IL, 1992
M.S., Michigan Tech University, Houghton, MI, 1995

Professional Experience

Arizona State University, Tempe, AZ	
Instructor of Mathematics	8/00 to 5/01
Instructor of Mathematics	8/98 to 5/99
Central Texas College, Norfolk, VA	
Part-time PACE Instructor	5/00 to 7/00
Bay De Noc Community College, Escanaba, MI	
Physics Instructor	8/99 to 5/00
Gogebic Community College, Ironwood, MI	
Physical Science Instructor (part-time)	1/98 to 5/98
Michigan Tech University, Houghton, MI	
Part-time Mathematics Instructor	12/97 to 2/98
Graduate Teaching Assistant: Math	9/94 to 5/95
Grader: Math	3/94 to 5/94
Graduate Teaching Assistant: Metallurgy	9/92 to 5/93
Computer Assisted Instruction: Physics	5/89 to 7/91
Denmark Technical College, Denmark, SC	
Instructor of Math/Physics	8/97 to 10/97
Oklahoma Panhandle State University, Goodwell, OK	
Instructor of Physics and Mathematics	8/96 to 5/97
University of Illinois, Urbana, IL	
Graduate Teaching Assistant: Physics	8/95 to 5/96
Graduate Teaching Assistant: Physics	8/91 to 8/92
New Mexico State University, Las Cruces, NM	
Graduate Research Assistant	9/93 to 12/93



New Mexico Junior College Career Opportunities

Position Announcement • February, 2001

Position Title: Professor of Mathematics/Physics

Position Description: The Professor of Mathematics/Physics reports to the Dean of Arts and Sciences. Duties and responsibilities shall be, but not limited to, the following: (1) teach classes (day and/or evening/s), as enrollment requires. Depending upon qualifications, assigned sections may come from any of the following discipline areas: Basic Math, Elementary or Intermediate or College Algebra, Geometry, Trigonometry, Math Analysis, Calculus, Astronomy, General or Engineering or Technical Physics, Dynamics and Statics; (2) teach (day and/or evening/s), on the institution's ITV (interactive/instructional television) system, as enrollment requires; (3) serve on college committees, as assigned; (4) serve as an advisor to assigned students; (5) post and maintain approved office hours per week; (6) attend orientation and other in-service meetings/workshops, as scheduled; (7) maintain accurate student records; (8) involve oneself in the general recruitment of students for the institution and mathematics/physics programs; (9) assume other professional responsibilities associated with the position of professor; and (10) 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: A Master's degree in Mathematics or Physics from a regionally accredited institution preferred or a Master's degree in a related field from a regionally accredited institution, with a minimum of 9 graduate hours in each teaching discipline. Must be committed to excellence in instruction and willing to work with other, full-time divisional instructors and staff. NOTE: Computer proficiency is required.

Salary/Benefits: Salary is based on the NMJC faculty salary schedule and is commensurate with education and experience for a nine month position. The successful candidate may have the option of teaching during the Summer I and II terms. Standard NMJC benefits apply. Note: NMJC does not participate in social security deductions.

Application Deadline: April 2, 2001 at 5:00 p.m. MST. Interviews will be conducted by a selection committee and will commence upon receipt of completed applications by qualified applicants. Interviews will begin after the application deadline. Position starts 2001 Fall semester, with a faculty reporting date of August 13, 2001. To ensure consideration, all application materials must be received by the deadline. Please do not send any application materials via e-mail.

To Apply: Submit NMJC application form, letter of application, resume, unofficial transcripts (official transcripts required prior to employment), and three or more letters of reference to:

**Lisa Brown
Director of Human Resources
New Mexico Junior College
5317 Lovington Highway
Hobbs, NM 88240**

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APPLICANT LIST

Position: Professor of Mathematics/Physics

<u>Applicant</u>	<u>Interview</u>	<u>Offer</u>	<u>Remark</u>
Shiekh, Andy	No	No	Incomplete application materials.
Keranen, Joel	Yes	Yes	Start Date: pending Board approval.
Anacker, Steven	No	No	
Back , Randy	No	No	Incomplete application materials.
Sproul, Kennard	No	No	
Fanetti, Tina	No	No	Declined interview.
Palmer, David	No	No	Declined interview.
Nguyen, Vinh	No	No	

NEW MEXICO JUNIOR COLLEGE Personnel Recommendation for Board Consideration



The following candidate is being recommended for employment as follows: Date 5/9/01

Candidate's name Sondra Hutson

Position title Professor of Nursing

New position Existing position Classification Faculty Professional Other _____

Is candidate related to another NMJC employee? yes no If so, to whom _____

Effective date of employment 8/13/01 Standard contract length 12 mos. 9 mos. other _____

Funding source 100% Institutional

Paid advertising beyond *standard The Chronicle of Higher Education, Hobbs News Sun
(* Standard: Direct Mail to approximately 65 colleges in a 5-state region, NM Dept. of Labor, NMJC Website & KLMA Radio)

Posted salary range Based on education and experience Recommended annual salary \$38,000 Prorated salary yes no
(Employment date through June 30)

Account number(s) with respective % allocation(s) 1-2011-11-515

Recommended and approved by:

Supervisor _____
Vice President R. Hemings

Steve M. Dove
Dean/Director
Steve M. Cleary
President

- Selection Committee Members:** Karen Cummings
Tamara James
Lynda Knoll
Karen Landers
Teri Jenkins

Comments: Ms. Hutson meets the mininum requirements as stated in the position announcement. In addition, she has completed 36 graduate hours and should complete an additional 12 graduate hours and should and receive her Nurse Practitioner certification in August of 2002.

ABBREVIATED RESUME

Position

Professor of Nursing

Personal Data

Name: Sondra L. Hutson

Education

A.D.N., New Mexico Junior College, Hobbs, NM, 1986
B.S.N., University of Phoenix, Santa Teresa, NM, 1999

Professional Experience

New Mexico Junior College, Hobbs, NM Part-time CNA Instructor	11/99 to Present
Covenant Health Care, Hobbs, NM Part-time Staff Nurse	8/99 to Present
Nor Lea Home Health, Hobbs, NM Temporary Staff Nurse	1/99 to 12/00
Hutson Home Health Agency, Hobbs, NM Administrator/CEO	8/87 to 12/98

Organizations

CBL Advisory Board - College of the Southwest, 1997 to Present
Continuing Education Advisory Board - New Mexico Junior College, 1996 to Present
Lea County Women's Network, 1997 to 1999
Lea County Health Alliance, 1995 to 1998
New Mexico Association for Home Care, 1994 to 1998



New Mexico Junior College Career Opportunities

Position Announcement • February, 2001 (revised 4/26/01)

Position Title: Professor of Nursing (Four positions available)

Position Description: This position reports to the Director of Allied Health Fields. Duties and responsibilities include, but are not limited to, the following: (1) classroom instruction, clinical and laboratory supervision; (2) evaluation of students enrolled in the Licensed Practical Nursing and Associate Degree Nursing Programs; and (3) serve on college committees as requested by the administrative team.

Qualifications: Master's degree in nursing preferred, however, will consider a B.S.N. degree and willingness to pursue the master's in nursing. All degrees must be from a regionally accredited institution. Candidates must have a minimum of two years of clinical experience and obtain or hold a New Mexico nursing license. Prior successful teaching experience at the college level with a background in the fundamentals of nursing, medical-surgical experience preferred. Candidates should have a strong desire to teach and work with community college students and be able to work within team teaching concepts. Computer proficiency highly desirable.

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. Note: NMJC does not participate in social security deductions.

Application Deadline: Open until filled. Position starts August 13, 2001. To ensure consideration, all application materials must be received by the deadline. Please do not send any application materials via e-mail.

To Apply: Submit NMJC application form, letter of application, resume, unofficial transcripts (official transcripts required prior to employment), and three or more letters of reference to:

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Director of Human Resources
New Mexico Junior College
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Hobbs, NM 88240**

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New Mexico Junior College

Career Opportunities

Position Announcement • February, 2001

Position Title: Professor of Nursing (Three positions available)

Position Description: This position reports to the Director of Allied Health Fields. Duties and responsibilities include, but are not limited to, the following: (1) classroom instruction, clinical and laboratory supervision; (2) evaluation of students enrolled in the Licensed Practical Nursing and Associate Degree Nursing Programs; and (3) serve on college committees as requested by the administrative team.

Qualifications: Master's degree in nursing preferred, however, will consider a B.S.N. degree and willingness to pursue the master's in nursing. All degrees must be from a regionally accredited institution. Candidates must have a minimum of two years of clinical experience and obtain or hold a New Mexico nursing license. Prior successful teaching experience at the college level with a background in the fundamentals of nursing, medical-surgical experience preferred. Candidates should have a strong desire to teach and work with community college students and be able to work within team teaching concepts. Computer proficiency highly desirable.

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. Note: NMJC does not participate in social security deductions.

Application Deadline: April 2, 2001 at 5:00 p.m. MST. Position starts August 13, 2001. To ensure consideration, all application materials must be received by the deadline. Please do not send any application materials via e-mail.

To Apply: Submit NMJC application form, letter of application, resume, unofficial transcripts (official transcripts required prior to employment), and three or more letters of reference to:

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Director of Human Resources
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APPLICANT LIST

Position: Professor of Nursing

<u>Applicant</u>	<u>Interview</u>	<u>Offer</u>	<u>Remark</u>
Huffman, Christina	No	No	Incomplete application materials.
Good, Waunda	No	No	
Hutson, Sondra	Yes	Yes	Start Date: pending Board approval.
Murphy, Shelly	Yes	No	Declined offer.
Vail, Debbie	No	No	
Henson, Shannan	No	No	Incomplete application materials.
Pino, Nancy	No	No	Incomplete application materials.

NEW MEXICO JUNIOR COLLEGE
Personnel Recommendation for Board Consideration



The following candidate is being recommended for employment as follows: Date May 18, 2001

Candidate's name Ty Friend

Position title Talent Search School Coordinator

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 August 1, 2001 Standard contract length 12 mos. 9 mos. other 10 mos

Funding source Talent Search

Paid advertising beyond *standard Portales Tribune, Lubbock Avalanche Journal, Midland

(* Standard: Direct Mail to approximately 65 colleges in a 5-state region, NM Dept. of Labor, NMJC Website & KLMA Radio)

Reporter Telegram, Odessa American, Roswell Daily Reporter, Las Cruces

Sun-News, and Hobbs News Sun.

Posted salary range \$23,173-\$28,965 Recommended annual salary \$28,700 Prorated salary yes no

(Employment date through June 30)

Account number(s) with respective % allocation(s) 3-2042-43-502 100%

Recommended and approved by:

Vera Gilleland
Supervisor

Regina Organ
Vice President

Pat Gorman
Dean/Director

Steve McCreery
President

Selection Committee Members: Vera Gilleland

Pat Gorman

Shannon Pipkins

Gayle Abbott

Emily Navarrete

Comments: _____

ABBREVIATED RESUME

Position

Talent Search School Coordinator

Personal Data

Name: Ty S. Friend

Education

B.A., Idaho State University, Pocatello, ID, 1995

Professional Experience

Hobbs Municipal School District, Hobbs, NM	
Heizer Junior High, Secondary Teacher	8/00 to Present
Highland Junior High, Secondary Teacher	1998 to 2000
Houston Junior High, Secondary Teacher	1995 to 1997
Noalmark Broadcasting, Hobbs, NM	1995 to Present
Radio Announcer, Producer and Director	
Sierra County Sentinel, Truth or Consequences, NM	1997 to 1998
Journalist	
Highland High School, Pocatello, ID	1995
Student Teacher	
Alameda Junior High, Pocatello, ID	1995
Student Teacher	
Idaho Journal, Pocatello, ID	1993 to 1995
Journalist	
Idaho State University, Pocatello, ID	
Public Address Announcer	1992 to 1995
College Sports Information Intern	1991 to 1995
Journalist, Bengal Newspaper	1990 to 1993
Idaho State Distance Learning Center, Pocatello, ID	1991 to 1992
Television Studio Operator	

Organizations/Awards

New Mexico Broadcasters' Association
National High School Sports Federation
Idaho Press Club Journalism Award - 1992



New Mexico Junior College Career Opportunities

Position Announcement • February, 2001

Position Title: Talent Search School Coordinator

Position Description: This position is on a 10 month contract and is funded by an external grant. The School Coordinator will report to the Director of Talent Search. This individual will primarily visit area junior and senior high schools to identify first generation, low income students who could benefit from tutoring, mentoring programs and other educational programs to stay in school, graduate and continue their education at the post secondary level. The duties and responsibilities include but are not limited to the following: (1) travel to, contact, develop and maintain working relationships with school counselors, teachers, principals, and community agency counselors; (2) identify eligible students, document their eligibility, develop action plans and maintain positive contact with students; (3) provide early intervention alternatives to eligible students to include tutoring, study skills, career interest inventories, and workshops on various topics; (4) document services provided; (5) provide students with assistance to apply for admission, financial aid and scholarships to continue their education; (6) plan campus tours and cultural activities and accompany participants on trips; and (7) nothing contained herein shall limit the president in assigning the employee to any of the various college activities for which he/she would be qualified in order to meet the needs of New Mexico Junior College.

Qualifications: Bachelor's degree in education, social or behavioral science or related field from a regionally accredited institution is required. Master's degree from a regionally accredited institution is preferred. Experience working in a school setting and with at risk students is preferred. Computer proficiency required. Proven written and oral communications skills. Spanish fluency is preferred. TRIO knowledge preferred.

Salary/Benefits: This is a 10-month, exempt, professional position funded by a grant. Continued employment will depend on grant funding. Salary range is \$23,173.00 to \$28,965.00 commensurate with education and experience. Standard NMJC benefits apply. Note: NMJC does not participate in social security deductions.

Application Deadline: March 2, 2001 at 5:00 p.m., MST. To ensure consideration, all application materials must be received by the deadline. Please do not send any application materials via e-mail.

To Apply: Submit NMJC application form, letter of application, resume, unofficial transcripts, (official transcripts required prior to employment), and three or more letters of reference to:

**Lisa Brown
Director of Human Resources
New Mexico Junior College
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Hobbs, NM 88240**

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APPLICANT LIST

Position: Talent Search School Coordinator

<u>Applicant</u>	<u>Interview</u>	<u>Offer</u>	<u>Remark</u>
Weaver, Vicki	Yes	No	
Garza, Sandra	Yes	No	
Mayberry, Ron	No	No	
Arnspiger, Denise	No	No	
Lawson, Gina	No	No	Incomplete application materials.
Banko, Barty	No	No	
Stewart, Catherine	No	No	Incomplete application materials.
Friend, Ty	Yes	Yes	Start Date: pending Board approval.
Sheely, Jacquelyn	Yes	No	
Brunson, Ruth	No	No	
Houston, Fred	No	No	Received after deadline.