

# NEW MEXICO JUNIOR COLLEGE

## BOARD MEETING

Thursday, November 29, 2001

Zia Room - Library

1:30 p.m.

## AGENDA

- |   |              |
|---|--------------|
| A. Welcome  | Mr. Newman   |
| B. Adoption of Agenda   | Mr. Newman   |
| C. Approval of Minutes of October 25, 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 Bid #911 - Electric Hospital Beds for Nursing Dept.   | Dr. McCleery |
| 6. Consideration of Bid #913 - Paving of Continuing Education Parking Lot | Dr. McCleery |
| 7. Joint Powers Agreement - Student Health Clinic                         | Dr. McCleery |
| G. Public Comments  | Mr. Newman   |
| H. Announcement of Next Meeting   | Mr. Newman   |
| I. Adjournment  | Mr. Newman   |

**NEW MEXICO JUNIOR COLLEGE**

**BOARD MEETING**

**OCTOBER 25, 2001**

**MINUTES**

The New Mexico Junior College Board met on Thursday, October 25, 2001, beginning at 1:30 p.m. in the Zia Room of Pannell Library. The following members were present: Mr. Gary Schubert, Secretary; Mr. Larry Hanna; Mrs. Yvonne Williams; and Ms. Patricia Chappelle. Not present were Mr. Monty Newman, Chairman; Mr. Ferrel Caster; and Mr. John Hice, Jr.

Upon a motion by Ms. Chappelle, seconded by Mr. Hanna, the board appointed Mr. Schubert as acting Chairman. Mr. Schubert called the meeting to order and welcomed visitors and guests present: Starla Jones, Hobbs News Sun.

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

Upon a motion by Mrs. Williams, seconded by Ms. Chappelle, the board unanimously approved the minutes of September 27, 2001.

Under *President's Report*, Professor Mike Williams reported to the board on the recent poetry contest.

Under *New Business*, Dan Hardin presented the September financial reports and with a motion by Ms. Chappelle, seconded by Mrs. Williams, the board unanimously approved the expenditures for September 2001.

Frank Collins presented Invitation to Bid #908 - Re-roofing of Moran Building. The administration recommended acceptance of the sole bid submitted by G & G Roofing, Inc. of Hobbs, NM in an amount of \$221,054.52. Upon a motion by Ms. Chappelle, seconded by Mr. Hanna, the board unanimously accepted the recommendation.

Mr. Collins presented Invitation to Bid #909RB - Purchase of Telephone Equipment, Installation & Phone Cluster Reorganization. The administration recommended acceptance of the low bid submitted by Valor Telecommunications of New Mexico, Hobbs, NM in an amount of \$9,760.47.

Upon a motion by Mr. Hanna, seconded by Mrs. Williams, the board unanimously accepted the recommendation.

Mr. Collins presented Invitation to Bid #910 - Purchase of Solder Class Lab Kits for Instructional Use. The administration recommended acceptance of the sole bid submitted by Automated Production Equipment Corporation of Medford, NY for \$41,046.80. Upon a motion by Mr. Hanna, seconded by Mrs. Williams, the board unanimously accepted the recommendation.

Mr. Collins presented Request for Proposals #62 - Professional Training Services for IPC Certification in Soldering Techniques. The administration recommended acceptance of the professional services of TeamSource, Inc., Austin, TX for an amount of \$9,170. Training fees are \$6,900 and travel expenses ar \$2,270. Upon a motion by Ms. Chappelle, seconded by Mr. Hanna, the board unanimously accepted the recommendation.

Richard Morris recommended Mr. Jimmy Durham for the Professor of Physical Education/Assistant Men's Baseball Coach position with a nine month salary of \$38,858. Upon a motion by Mrs. Williams, seconded by Ms. Chappelle, the board unanimously approved the employment of Mr. Durham.

Mr. Schubert called for comments from the community. There being none, the next board meeting was scheduled for November 29, 2001, beginning at 1:30 p.m. in the Zia Room of Pannell Library.

Upon a motion by Mr. Hanna, seconded by Ms. Chappelle, the meeting adjourned at 2:10 p.m.

---

CHAIRMAN

ATTEST: \_\_\_\_\_  
SECRETARY

**Others present:**

**Dan Hardin**

**Charley Carroll**

**Bill Braun**

**Richard Fleming**

**Steve Davis**

**Bill Kunko**

**Renee Wharton**

**Frank Collins**

**Richard Morris**

**C.c. Nelson**

**Sharon Jenkins**

**Mike Williams**

**Linda Neel**

---

---

# NEW MEXICO JUNIOR COLLEGE

Vice President for Finance

---

To: **New Mexico Junior College Board Members**  
From: Dan Hardin  
Date: November 15, 2001  
RE: Expenditure and Revenue Reports for October

---

October represents month four of the fiscal year or approximately 34% of the budget. As you review the expenditure report please keep in mind that the expenditure totals include funds expended and encumbered. At the end of October there was one million seven hundred sixty five thousand dollars of the expenditures that were encumbered funds. Also, in some areas of revenue and expenditures there are seasonal type of revenues such as tuition and seasonal expenditures such as Student Aid. Some areas such as Academic Support (Library) may appear to have expended more funds than would be expected after the first four months, but in the Academic Support area of funding we have encumbered funds for Library Books and Periodicals. This is a normal seasonal expenditure for the Library.

Internal Service Departments include Computer Services, Graphics and Motor Pool. The Computer Services Department and the Graphics Department have upfront funds expended for maintenance agreements and leases. The Computer Services Department is given a monthly credit from Instruction, Academic Support, Student Services and Institutional Support for their allocation for computer services. At this time, it appears that more funds have been expended than were budgeted, each month \$55,147.00 will be credited to Computer Services. As the year progresses the amount included in the total year to date will decrease and should be within the projected budget at yearend.

Student Aid in the unrestricted and restricted current funds has seasonal expenditures. They involve honors scholarships, tuition waivers, Pell Grants and Direct Loans.

Auxiliary Enterprises include the Bookstore, Residential Housing and Food Services. The year to date expenditures are higher than projected, this has a direct relation to the cost of goods sold in the bookstore and \$240,000.00 encumbered in the Food Service area. We may find that Auxiliary Enterprises may go over the projected expenditure budget, as long as the revenue side can support the increased expenditures.

---

Athletics is a seasonal expenditure with funds expended for grants in aid in the fall and spring semesters.

The revenue report has some of the same features as the expenditure side, tuition and fees is a seasonal revenue stream. State appropriations are consistent monthly revenue. October Oil and Gas is based on July 2001 prices and production, we expect to start seeing the results of the downturn in prices in the next few months. Property taxes are also a seasonal revenue item, with most coming in January and in late spring.

Auxiliary Enterprises include the Bookstore, Residential Housing and Food Service. The Bookstore revenue has been strong with year to date revenue of \$589,692.09. The Residential Housing is seasonal with year to date revenue of \$346,011.51.

Grant revenue starts at different times than the fiscal year. Grants normally begin in October and they are a draw down of funds after expenditures have been expended. That explains why Grant expenditures are so much higher than the revenue side.

Student Aid consists of work study funds, Pell Grant Program and the Federal Direct Loan program. This is seasonal revenue funded at the start of each semester.

Total Revenue is ahead of projected revenue. In areas of revenue that is not seasonal the monthly income is tracking with or better than projections.

In October we brought back to the operating budget \$500,000.00 from the Local Government Investment Pool, lowering the total investments to \$8,575,000.00.

# NEW MEXICO JUNIOR COLLEGE

## Expenditure Report

### October 2001

34% of Year Completed

Fund	2000-01			2001-02			
	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
<b>CURRENT UNRESTRICTED FUND</b>							
Instruction and General:							
Instruction	5,322,453	1,414,308	27%	5,980,600	474,020	1,511,943	25%
Academic Support	1,012,220	426,452	42%	1,021,222	125,629	502,353	49%
Student Services	1,020,190	408,499	40%	1,194,494	170,741	507,103	42%
Institutional Support	2,321,133	615,935	27%	2,461,574	223,411	841,446	34%
Operation & Maintenance of Plant	1,674,751	531,113	32%	1,943,012	139,196	522,220	27%
Subtotal - Instruction & General	11,350,747	3,396,307	30%	12,600,902	1,132,997	3,885,065	31%
Student Activities	118,724	37,439	32%	165,817	8,228	43,890	26%
Research	0	0	0%	0	0	0	0%
Public Service	24,968	0	0%	5,650	490	614	11%
Internal Service Departments	309,131	270,806	88%	300,815	(28,097)	368,222	122%
Student Aid	139,605	118,800	85%	148,092	29,066	158,982	107%
Auxiliary Enterprises	1,254,436	712,528	57%	1,266,820	325,905	906,721	72%
Athletics	558,129	221,856	40%	593,066	36,391	300,853	51%
Total Current Unrestricted Fund	13,755,740	4,757,736	35%	15,081,162	1,504,980	5,664,347	38%
<b>CURRENT RESTRICTED FUND</b>							
Grants	3,135,237	902,698	29%	2,236,954	243,042	706,896	32%
Student Aid	3,204,007	1,751,895	55%	3,300,000	99,826	1,881,910	57%
Total Current Restricted Fund	6,339,244	2,654,593	42%	5,536,954	342,868	2,588,806	47%
<b>PLANT FUNDS</b>							
Capital Outlay / Bldg. Renewal & Repl.							
Projects from Institutional Funds	2,126,546	590,536	28%	3,325,000	(4,607)	659,254	20%
Projects from State GOB Funds	0	0	0%	1,500,000		583,021	39%
Projects from State STB Funds	0	0	0%	143,891	0	143,891	100%
Projects from Other State Funds	116,172	104,914	90%	6,163	0	6,163	100%
Projects from State B R & R				345,546	13,430	116,892	34%
Subtotal - Capital and BR&R	2,242,718	695,450	31%	5,320,600	8,823	1,509,221	28%
Debt Service							
Revenue Bonds	264,845	133,541	50%	1,470,813	0	133,802	9%
Total Plant Funds	2,507,563	828,991	33%	6,791,413	8,823	1,643,023	24%
<b>GRAND TOTAL EXPENDITURES</b>	<b>22,602,547</b>	<b>8,241,320</b>	<b>36%</b>	<b>27,409,529</b>	<b>1,856,671</b>	<b>9,896,176</b>	<b>36%</b>

# NEW MEXICO JUNIOR COLLEGE

## Revenue Report

### October 2001

34% of Year Completed

Fund	2000-01			2001-02			
	Final Budget	Year-to-date Revenue	Percentage of Budget Received	Original Budget	Current Month Revenue	Year-to-date Revenue	Percentage of Budget Received
<b>CURRENT UNRESTRICTED FUND</b>							
<b>Instruction and General:</b>							
Tuition and Fees	1,168,950	689,698	59%	1,244,954	13,646	717,324	58%
State Appropriations	6,566,300	2,154,828	33%	7,494,100	588,225	2,788,600	37%
Advalorem Taxes - Oil and Gas	2,500,000	1,376,256	55%	2,874,085	330,045	1,329,520	46%
Advalorem Taxes - Property	1,900,000	33,456	2%	1,900,000	6,758	72,555	4%
Interest Income	125,500	65,768	52%	75,000	11,936	48,904	65%
Other Revenues	384,886	9,546	2%	294,400	22,997	63,895	22%
<b>Subtotal - Instruction &amp; General</b>	<b>12,645,636</b>	<b>4,329,552</b>	<b>34%</b>	<b>13,882,539</b>	<b>973,607</b>	<b>5,020,798</b>	<b>36%</b>
Student Activities	40,000	25,289	63%	43,400	216	25,309	58%
Public Service	0	0	0%	0	0	0	0%
Internal Service Departments	21,000	4,553	22%	14,000	1,655	7,120	51%
Auxiliary Enterprises	1,442,050	864,441	60%	1,528,300	45,685	941,110	62%
Athletics	33,600	8,176	24%	35,100	2,850	11,400	32%
<b>Total Current Unrestricted</b>	<b>14,182,286</b>	<b>5,232,011</b>	<b>37%</b>	<b>15,503,339</b>	<b>1,024,013</b>	<b>6,005,737</b>	<b>39%</b>
<b>CURRENT RESTRICTED FUND</b>							
Grants	3,135,237	902,698	29%	2,236,954	307,341	330,363	15%
Student Aid	3,204,007	1,751,895	55%	3,336,485	84,397	1,841,782	55%
<b>Total Current Restricted</b>	<b>6,339,244</b>	<b>2,654,593</b>	<b>42%</b>	<b>5,573,439</b>	<b>391,738</b>	<b>2,172,145</b>	<b>39%</b>
<b>PLANT FUNDS</b>							
Capital Outlay / Bldg. Renewal & Repl.	0	0	0%	1,500,000	0	0	0%
Projects from State GOB Funds	0	0	0%	143,891	143,891	143,891	100%
Projects from State STB Funds	116,172	0	0%	6,163	6,163	6,163	100%
Interest Income	0	22,719	0%	50,000	8,416	36,348	73%
<b>Subtotal - Capital &amp; BR&amp;R</b>	<b>116,172</b>	<b>22,719</b>	<b>20%</b>	<b>1,700,054</b>	<b>158,470</b>	<b>186,402</b>	<b>11%</b>
Debt Service							
Interest Income	55,000	28,417	52%	73,164	5,833	25,920	35%
<b>Total Plant Funds</b>	<b>171,172</b>	<b>51,136</b>	<b>30%</b>	<b>1,773,218</b>	<b>164,303</b>	<b>212,322</b>	<b>12%</b>
<b>LOAN FUND</b>							
Interest Income / Service Fees	0	0	0%	0	0	0	0%
Total Loan Fund	0	0	0%	0	0	0	0%
<b>GRAND TOTAL REVENUES</b>	<b>20,692,702</b>	<b>7,937,740</b>	<b>38%</b>	<b>22,849,996</b>	<b>1,580,054</b>	<b>8,390,204</b>	<b>37%</b>



# NEW MEXICO JUNIOR COLLEGE

## Oil and Gas Revenue Report

### October 2001

34% of Year Completed

		OIL		GAS		COMBINED		
Sales	Month of Distribution	Price per BBL	Lea County BBLs sold	Price per MCF	Lea County MCF sold	Monthly Revenue	2000-01 Original Budget	Variance Over (Under) Budget
April	July	\$24.76	3,251,164	\$4.69	18,075,793	330,922	208,250	122,672
May	August	\$24.78	5,412,518	\$5.47	18,046,880	360,106	208,250	151,856
June	September	\$24.77	3,246,565	\$3.76	17,173,974	305,123	208,250	96,873
July	October	\$25.78	3,258,367	\$2.55	17,191,397	330,045	208,250	121,795
August	November						208,250	
September	December						208,250	
October	January						208,250	
November	February						208,250	
December	March						208,250	
January	April						208,250	
February	May						208,250	
March	June						208,250	
Production Tax Revenue						1,326,196	2,499,000	493,196
Equipment Tax Revenue						0	375,000	0
<b>Total Year-to-Date Oil and Gas Revenue</b>						<b>1,326,196</b>	<b>2,874,000</b>	<b>493,196</b>

*Source: New Mexico Taxation and Revenue Department*

In order to stabilize the budgetary process for the 2001-02 fiscal year, oil and gas revenues were budgeted at a long-term historical average of \$16.00 per bbl for oil and \$2.50 per mcf for gas. It is recognized that actual collections will exceed this conservative historical average. Therefore, collections for the 2001-02 year that exceed this budgeted amount will be considered for transfer

**NEW MEXICO JUNIOR COLLEGE**  
**Schedule of Investments**  
**October 2001**

34% 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	8,325,000	N/A	N/A	N/A	102-2394	3.11%	24,879
Wells Fargo Bank of Hobbs	<u>250,000</u>	08/08/2001	02/08/2002	181	231611237	2.87%	<u>598</u>
<b>Total investments</b>	<b><u>8,575,000</u></b>						<b><u>25,477</u></b>

Summary of Current Month's Activity	
Beginning amount	9,075,000
Plus: deposits	0
Less: withdrawals	<u>(500,000)</u>
Ending amount	<b><u>8,575,000</u></b>

Capital Projects and Debt Service	4,494,854
Percentage of total investments	52%

# **NEW MEXICO JUNIOR COLLEGE**

**Invitation to Bid #911**

**Electric Hospital Beds for the Nursing Department**

## **BOARD DOCUMENTS**

Date: November 15, 2001  
Prepared by: Frank Collins  
Coordinator of Purchasing

## **NEW MEXICO JUNIOR COLLEGE**

### **BOARD DOCUMENTS**

#### **General Information**

1. On October 9, 2001 a legal notice was posted on the NMJC Bulletin Board and faxed to the following newspapers requesting sealed bids for the purchase of electric hospital beds for the nursing department:
  - 1) The Hobbs Daily News Sun
  - 2) Las Cruces Sun
  - 3) Albuquerque Journal
2. Bid packages were sent to six potential bidders.
3. Two vendors submitted bids within the time frame specified by the bid package.
4. No vendors were present at the opening.
5. The Business Office has evaluated the bids received and the recommendation is shown on Page 3.

# **NEW MEXICO JUNIOR COLLEGE**

## **Evaluation and Recommendations**

### **Board Documents**

The vendors responding to Invitation to Bid #911 were Speedy Furniture, Savannah, GA and Hill – Rom of Placitas, NM.

The bid response results are shown on Page 4 (Tabulation Summary).

The Administration recommends acceptance of the bid submitted by Hil – Rom, Placitas, NM for the amount of **\$10,348.00**.

**Source of Funding: Equipment Renewal & Replacement (ERR) – FY 2001-2002  
Major Equipment**

**Account Number: 1-2741-11-515**

**TOTAL \$10,348.00**



**NEW MEXICO JUNIOR COLLEGE**

**Invitation to Bid #913**

**Paving of the Continuing Education Parking Lot**

**BOARD DOCUMENTS**

Date: November 15, 2001  
Prepared by: Frank Collins  
Coordinator of Purchasing

## **NEW MEXICO JUNIOR COLLEGE**

### **BOARD DOCUMENTS**

#### **General Information**

1. On October 20, 2001 a legal notice was posted on the NMJC Bulletin Board and faxed to the following newspapers requesting sealed bids for the paving of the continuing education parking lot:
  - 1) The Hobbs Daily News Sun
  - 2) Las Cruces Sun
  - 3) Albuquerque Journal
2. On October 23, 2001, proposal packets were sent to five potential bidders.
3. Two vendors submitted bids within the time frame specified by the bid package.
4. Both vendors were present at the opening.
5. The Business Office has evaluated the bids received and the recommendation is shown on Page 3.



# **NEW MEXICO JUNIOR COLLEGE**

## **Evaluation and Recommendations**

### **Board Documents**

The vendors responding to Invitation to Bid #913 were Armstrong Construction, Inc., Hobbs, NM and Ramirez & Sons, Inc., Lovington, NM.

The bid response results are shown on Page 5 (Tabulation Summary).

The Administration recommends acceptance of the bid submitted by Ramirez & Sons, Inc., Lovington, NM for the amount of \$29,825.00.

**Source of Funding: Continuing Education Asphalt Parking Project – FY 2001-2002  
Building, Renewal, & Replacement (BRR)**

**Account Number: 9-2729-02-136**

**TOTAL \$29,825.00**

## **SPECIFICATIONS AND PROJECT AREA REQUIREMENTS**

### **Board Documents**

#### **Specifications:**

Prepare subgrade, furnish and place 4" crushed compacted caliche base and 1 ½" of hot mix bituminous pavement on an area equal to 300' X 100'. This is the dirt parking lot located west of the continuing education building on the New Mexico Junior College Campus.

#### **Project Area Requirements:**

The contractor will note that classes will be in session during all phases of the work. The contractor shall take all necessary precautions to protect students, faculty, and employees of New Mexico Junior College.

The contractor may not use interior facilities of the college, but must provide its own temporary toilet facilities.

Access areas must be identified and posted as danger areas. Any equipment, supplies, or materials may be stored inside the access area. The construction site must be cleaned daily and kept free of unnecessary trash and debris. All items must be stored neatly within the project area.

Barriers must be erected around the construction area and will be limited to contractor's personnel and representatives of New Mexico Junior College.

New Mexico Junior College will not be responsible for security of contractor's equipment, materials, supplies, or vehicles.

Successful contractor shall provide all MSDS data sheets for materials being used for this project. Contractor shall comply with all applicable provisions of OSHA, State, and Local Regulations

NEW MEXICO JUNIOR COLLEGE				
Invitation to Bid #913 Tabulation Summary				
Paving of the Continuing Education Parking Lot				
Vendor Name	Total Price	NM Residential Pref #	Evaluation Purposes Only Evaluated with .95 Pref	Comments
Armstrong Construction Co., Inc.	\$29,997.00	13C62	\$28,497.15	
Ramirez & Sons, Inc.	\$29,825.00	67 - C - 80	\$28,333.75	A ward Recommendation

**JOINT POWERS AGREEMENT  
FOR THE PROVISION  
OF  
HEALTH CARE FOR STUDENTS**

THIS AGREEMENT made this 4<sup>th</sup> day of October, 2001, between New Mexico Junior College (NMJC) and Lea Regional Medical Center (Hospital); and

WHEREAS, the parties to this agreement are public agencies; and

WHEREAS, the purpose of this agreement is to operate a health care facility for students of NMJC free of cost to the students; and

WHEREAS, it is necessary that the parties provide a method by which the purpose of this agreement can be accomplished and the manner in which any power will be exercised under this agreement.

NOW, THEREFORE, it is mutually agreed as follows:

**I. AGREEMENT OF PARTIES AND TERM.**

The parties to this agreement are acting pursuant to the Joint Powers Act, Section 11-1-1 through 11-1-7, NMSA, 1978 Comp. and subject to the approval of the Department of Finance and Administration for a period commencing with the approval of this agreement and remaining in force until changes become necessary.

**II. PURPOSE OF AGREEMENT.**

The purpose of this agreement is to operate a facility for health care and referrals to properly identified students of NMJC during limited normal school hours. Days and times of operation will be agreed upon by both parties.

**III. GOVERNING BODY.**

A. The parties hereto delegate to the governing body the authority and power to take such action as it deems necessary to continue the health care services and establish other opportunities for treatment, health care, referrals and other matters necessary to carry out the purpose of this agreement.

B. The governing body shall consist of two (2) members; one selected by the President of NMJC and one selected by the Hospital for a term of one (1) year (renewal contingent upon reappointment).

C. Regular meetings of the governing body shall be held each Fall and Spring semester.

D. Special meetings may be held when both members are present.

#### **IV. SUPERVISION AND CONTROL**

The governing body shall designate a person or persons to carry out the policies established by the governing body and such person or persons shall be directly responsible to the governing body. A Student/ Faculty/ Staff Advisory Council will be appointed and used as reference.

#### **V. LOCATION OF HEALTH FACILITY.**

A. The office for the Health Facility shall be located at NMJC in Hobbs, New Mexico.

B. NMJC shall furnish, at its expense:

1. Equipment and supplies

2. Room or rooms sufficient for the health services to be provided

hereunder.

#### **VI. OBJECTIVES OF HOSPITAL.**

The Hospital shall provide basic services, but is not limited to, usual health services and referrals to physicians for major medical services.

#### **VII. OPERATING COSTS.**

A. Continuing daily operational costs will be the responsibility of the college.

B. All purchases will be requested through the VP for Student Services.

C. It is expressly understood that health services, expenses, and salaries of the nurses, doctors, and other personnel in furnishing the services are the responsibility of the employer (Lea Regional Medical Center).

**VIII. INSURANCE.**

Hospital shall furnish medical malpractice and workman's compensation for its employees. The medical malpractice policy shall protect NMJC and its employees from any claims of medical malpractice or other claims asserted against NMJC by any student or third parties.

**IX. CONFIDENTIALITY.**

The partners hereto shall at all times maintain confidentiality of all patients.

**X. AMENDMENT.**

This agreement may be amended by the parties from time to time, but any amendment shall be in writing, executed, and approved by all the parties thereto.

THIS AGREEMENT shall become effective upon the approval of all the agencies who must approve the agreement.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals by their duly authorized officers, agency, or representatives.

\_\_\_\_\_  
Steve McCleery, President  
New Mexico Junior College

\_\_\_\_\_  
Lea Regional Medical Center