

**NEW MEXICO JUNIOR COLLEGE
BOARD MEETING
JUNE 20, 2024
MINUTES**

The New Mexico Junior College Board met on Thursday, June 20, 2024, beginning at 1:30 p.m. in the Pannell Library, Zia Board Room. The following members were present: Ms. Patricia Chappelle, Board Chair; Mr. Travis Glenn, Secretary; Mr. Hector Baeza; Ms. Evelyn Rising; Mrs. Erica Jones; Mr. Manny Gomez; and Mr. Guy Kesner joined via Zoom.

Ms. Chappelle called the meeting to order and welcomed visitor, Ms. Dorothy Fowler w/HNS.

Ms. Chappelle requested a rearrangement of the agenda as follows: F. New Business, item #7 to item #1. Upon a motion by Mr. Gomez, seconded by Mrs. Jones, the agenda was unanimously adopted as amended.

Upon a motion by Mr. Glenn, seconded by Mr. Gomez, the Board unanimously approved the minutes of May 16, 2024.

Under President's Report Ms. Amy Coombes provided an update for new employees, resignations, and retirements.

Mrs. Amanda Baker provided an update of the NMJC Foundation Golf Tournament held on June 8, 2024 at the Rockwind Community Links. Mrs. Baker reported the golf tournament had 50 teams and brought in just over \$75,000, an increase from last year which brought in \$53,100 with 39 teams. The number of local areas sponsors this year was 50, a decrease from last year at 59 sponsors. She reported various on-campus athletes volunteered to work and noted the donation of food and refreshments was provided by the Texas Roadhouse and the Rockwind Grill. Overall, the event was a huge success.

Dr. Moore reported the upcoming General Obligations Bond (GO Bond) marketing campaign is anticipated to begin in August 2024 and will be coordinated through the NMJC's Office of Advancement. Marketing materials from the State office are forthcoming and various presentations will be scheduled. Dr. Moore reported institutions will have the opportunity to request funding from the HED Go Bond which will have a total of \$229 million for distribution. He reported NMJC will be asking for \$4 million dollars for the renovation planning design of Mansur Hall.

Dr. Moore thanked the Board for their attendance of the NMJC Board Training held on Saturday, June 8, 2024. In addition, Dr. Moore and the Board expressed their appreciation for Dr. Tracy Hartzler of Central New Mexico Junior College, who facilitated an excellent training.

Dr. Moore provided an enrollment update for summer and fall. He reported summer enrollment at this time last year was 519 and enrollment this year is 546, up by 5.2%. He reported fall enrollment last year at this time was 857 and enrollment thus far this year is 921, up by 11.3%. Dr. Moore stated this is evidence of the collaborative efforts towards NMJC's targeted strategies and thanked all involved. Mr. Glenn noted this is also attributed to the efforts of the NMJC Foundation office and the scholarships awarded to students.

Dr. Moore reported he participated in a roundtable on May 31, 2024 in Albuquerque, New Mexico at Central New Mexico Community College in reference to the CHIPS and Science Act. He reported \$280

billion is available through grants from the CHIPS and Science Act for higher education institutions and community-based organizations. Approximately \$174 billion has been allocated to research development workforce improvement in a semiconductor CHIP manufacturing, STEM and other fields through FY27. Dr. Moore stated the importance of NMJC's involvement for potential opportunities to create some workforce training programs and to stay well-informed on the happenings at a National level as it relates to the State of New Mexico.

Dr. Moore provided legislative updates. He reported LFC's focus is a program viability survey as it relates to non-degree certificate programs to assure institutions in the State of New Mexico providing certificates: 1) are certificate recipients workforce ready? 2) certificate recipients' earnings outcomes; and 3) analyzing the associated costs of the programs.

Under Information Items Mr. Josh Morgan presented the Expenditure Report, Revenue Report, Oil and Gas Revenue Report, and Schedule of Investments Report for May 2024. Mr. Glenn asked for the reason of the substantial decrease in the amount of gas sold on the Oil & Gas Revenue Report. Mr. Morgan responded he has reached out for an explanation of the decrease but has not received a response. He stated he would continue to follow up and would inform the Board if necessary corrections are needed.

Under New Business Mr. Dennis Holmberg provided consideration of reappointment to the New Horizons Foundation Board of Mr. Gary Eidson, Mr. Paul Lorskulsint, and Mr. Philip Ingram for another three-year term that will expire on November 1, 2026. Mr. Gomez asked if there are qualifications to serve. Mr. Holmberg there are no qualifications and stated the Board will typically reach out to individuals who are involved in business related to the goals of New Horizons Foundation. Upon a motion by Mr. Glenn, seconded by Mr. Baeza, the Board unanimously approved this request.

Mr. Josh Morgan provided consideration to take the Heidel Hall Renovation project to the Higher Education Department for approval at the NMHED Capital Projects Hearing on July 10, 2024. The project will renovate 38,914 square feet within the Heidel Hall building. The construction estimate provided by Bradbury Stamm Construction is \$21,047,280 plus estimated soft costs and gross receipts tax of \$4,952,720 for a total project of \$26,000,000. Funding of the project will come from Institutional Funds which has allocated funds for the Heidel Hall Renovation in the amount of \$30,000,000. Administration requested approval of the Heidel Hall Renovation estimated at \$26,000,000. Upon approval, the project will be presented to the HED Capital Outlay Committee Hearing on July 10, 2024. Following significant discussion and upon a motion made by Mr. Glenn, seconded by Mr. Gomez, the Board unanimously approved this request.

Mr. Morgan provided consideration to take the Pannell Library and Bob Moran Hall Air Handler Replacement project to the Higher Education Department for approval at NMHED Capital Projects Hearing on July 10, 2024. The cost estimate for the Pannell Library and Bob Moran Hall Air Handler Replacement Project was developed by Donner Plumbing, using Bridgers and Paxton Engineers construction documents. The estimate provided by Donner Plumbing is \$2,132,311 which includes a 10% construction contingency. Estimated soft costs and gross receipts tax is \$142,689 for a total project cost of \$2,275,000. Funding of the project will come the Severance Tax Bond in the amount of \$1,125,000 and \$1,150,000 in Institutional Funds. Mr. Morgan reported there is \$5,378,619.59 allocated in institutional capital funding for infrastructure upgrades and administration is requesting to allocate \$1,150,000 of these funds toward the Pannell Library and the Bob Moran Hall Air Handler Replacement Project. Administration requested the Boards approval of the Pannell Library and the Bob Moran Hall Air Handler Replacement project estimated at \$2,275,000. Upon approval, the project will be presented to the HED Capital Outlay Committee on July

10, 2024. Following discussion and upon a request by Mr. Gomez, seconded by Mrs. Jones, the Board unanimously approved this request.

Mr. Morgan presented consideration of the Annual Fixed Asset Inventory Certification for inventory of chattels and equipment valued at over \$5,000. Upon a motion by Mr. Glenn, seconded by Mr. Gomez, the Board unanimously approved the certification as presented.

Mr. JoeMike Gomez presented consideration of RFP #148 - Campus Dining Services with a request to award the bid to Genuine Foods with a five-year contract, renewable year to year up to five additional years. Significant discussion followed. Upon a motion by Mr. Glenn, seconded by Mr. Gomez, the Board unanimously approved this request as presented.

Ms. Amy Coombes and Mr. Scotty Holloman presented consideration of the revised NMJC Employee Handbook previously distributed for the review by the Board. The Board requested additional time for detailed review. Upon a motion by Mr. Glenn, seconded by Mrs. Jones, the Board unanimously approved the request to table the revised NMJC Employee Handbook until the July 2024 NMJC Board Meeting. Dr. Moore asked the Board to review and provide questions to Ms. Coombs and Mr. Holloman. Mr. Holloman noted a work session to review the handbook is also an option.

Ms. Chappelle presented consideration of the NMJC president's contract. Ms. Chappelle reported two revisions to the contract as follows: 1) a 3% increase, as all full-time employees received, and 2) a retention bonus of \$20,000 effective June 30, 2027. Upon a motion by Mr. Glenn, seconded by Ms. Rising, the Board unanimously approved the revisions to the contract as presented.

Ms. Chappelle called for comments from the public. There being none, the next Regular Board Meeting was scheduled for Thursday, July 18, 2024 at 1:30 pm in the Zia Board Room.

Mr. Glenn moved the Board go into closed session for the discussion of the purchase, acquisition or disposal of real property or water rights pursuant to NMSA 1978 §10-15-1 H (8) - concerning the possible purchase of real property in Hobbs, New Mexico. Mr. Gomez seconded the motion. The roll call was as follows: Mr. Baeza - yes; Ms. Rising - yes; Mr. Glenn - yes; Mrs. Jones - yes; Mr. Gomez - yes; and Ms. Chappelle - yes. Mr. Kesner was no longer in attendance via Zoom.

Upon reconvening in open meeting, Ms. Chappelle stated the matters discussed in the closed meeting was limited only to those specified in the motion for closure.

Upon a motion by Ms. Rising, seconded by Mrs. Jones and by unanimous consent, the meeting adjourned at 4:35 pm.

Pat Chappelle, Chair

Travis Glenn, Secretary