

**NORTHERN NEW MEXICO COLLEGE**



**NORTHERN NEW MEXICO COLLEGE  
BOARD OF REGENTS  
SPECIAL MEETING  
JANUARY 5, 2024**

# NORTHERN New Mexico College



## **NOTICE**

The Board of Regents of Northern New Mexico College will hold a special meeting on **Friday, January 5, 2024 at 9:00AM, Via Zoom.**

Join Zoom Meeting

<https://nnmc.zoom.us/j/95467467137>

Meeting ID: 954 6746 7137

One tap mobile

+12532158782,,95467467137# US (Tacoma)

+13462487799,,95467467137# US (Houston)

## **FINAL AGENDA**

- I. CALL TO ORDER**
- II. APPROVAL OF AGENDA**
- IX. STAFF REPORTS**
  - A. Vice President for Finance & Administration
    - 1. Capital Outlay for Española Parking Lot – Action Required
    - 2. NNMC, CUP and NMICC Legislative Priorities - Informational
- XIII. ADJOURNMENT**

***In accordance with the Americans with Disabilities Act (ADA), physically challenged individuals who require special accommodations should contact the President's Office at 505-747-2140 at least one week prior to the meeting or as soon as possible.***

*Chief of Staff / VP for Finance and Administration*  
**NORTHERN New Mexico College**



**MEMORANDUM**

**TO:** Northern New Mexico College  
Board of Regents

**FROM:** Denise Montoya, PhD, Chief of Staff/Vice President for Finance and Administration

**THRU:** Hector Balderas, President

**DATE:** January 5, 2024

**RE:** Capital Outlay for Espanola Parking Lot Infrastructure Improvements – Action Item

**Background:**

Northern New Mexico College is requesting \$321,250 from the funding for NNMSS Parking Drain and Infrastructure Improvements totaling \$2,500,000 pending the Board of Regents (BOR) review and approval, New Mexico Higher Education Department (HED), and Board of Finance approvals, all required.

The initial funds, \$321,250, are being requested for the renewal of parking surfaces to accommodate parking for all programs currently held at the Northern New Mexico College Espanola campus. This project will include resurfacing the parking lot, restriping parking surfaces, and restriping parking spaces to ensure the Americans with Disabilities Act (ADA) parking spaces comply with the current ADA code. This work also will include ensuring all parking surfaces have proper drainage.

The HED hearing is scheduled for January. Further required funding approvals will be forthcoming for additional NNMSS Parking Drain and Infrastructure Improvements.

**Required Action:**

The New Mexico Higher Education Department Capital Project Transmittal Summary Sheet is attached for the BOR review and approval.

Thank you for your consideration.

**NEW MEXICO HIGHER EDUCATION DEPARTMENT**  
**2044 Galisteo Street, Suite 4, Santa Fe, NM 87505-2100**

**CAPITAL PROJECT TRANSMITTAL SUMMARY SHEET**

Complete this summary sheet and include with project submittal. The deadline to submit project documents can be found on the NMHED Annual Calendar of Events at <http://www.hed.state.nm.us/institutions/resources.aspx>. In order to ensure your project will be considered, it must be uploaded by the deadline to the link found at the following web address: <https://cptss.hed.state.nm.us/app>

Institution: [Nothern New Mexico College](#)

Date: [12/06/2023](#)

1. Project title: [Espanola Campus Parking lot seal and stripe](#)
2. HED meeting date when project consideration is requested: [01/11/2024](#)
3. Contact person: [Theresa Storey](#) Phone: [505.901.0161](#)  
 Email: [theresa.storey@nnmc.edu](mailto:theresa.storey@nnmc.edu)
4. Required forms for project categories (5.3.10 and 2.70.4 NMAC):
  - a) Construction, Alterations, or Demolition (All Forms)
  - b) Revenue Bond Forms (1, 1-A, 4, 5, 6)
  - c) Property Acquisition – Purchase, Lease, or Donation (Forms 1, 1-A, 3, 4, 5, 6)
  - d) Property Disposition – Sale or Trade (Forms 1 and 6)
5. A site plan or plat, as-builts or completed preliminary floor plan drawings, including elevations, with each space identified as to function. (Required for all project categories)
6. Supporting Documentation for Funding Sources. (Required for project category a, b, and c)
7. Certificate of Adequate Parking. (Only required for new construction and property acquisition)
8. Evidence of Energy Measures (Required for project category a and c)
9. [Form 1](#) – Project Information
10. [Form 1-A](#) – Institutional and General Information
11. [Form 2](#) – Space Information
12. [Form 3](#) – Estimated Utilities Costs
13. [Form 4](#) – Proposed Project Costs
14. [Form 5](#) – Proposed Project Square Footage and Funding Sources
15. [Form 6](#) – Certification by Governing Board
16. Completed Presenter Information Sheet

**NEW MEXICO HIGHER EDUCATION DEPARTMENT****FORM 1: PROJECT INFORMATION***Spell out and define all acronyms***Institution:** Nothern New Mexico College**Original:**  **Date:** 12/06/2023**Project title:** Espanola Campus Parking lot seal and stripe**Revision:**  **Date:**

Location of Facility: Espanola, Rio Arriba County

Age of Facility: 53 Years Old

Date of Last Improvement: N/A

Types of Space within Facility: Theater, Labs, Classrooms, Offices, Common areas

Gross Square Footage of Facility: 372,686

Gross Square Footage Offset: N/A

General Nature of Use and User Groups within Facility:

This project will renew all parking sufaces to accomodate parking for all programs currently held at the NNMC Espanola Campus

Detailed Scope of Work and Impact to User Groups:

Project will consist of crackfill which will clean out all cracks of debris and apply hot rubberized material. Seal Coating on entire parking surface with 2 coats of Master Seal blacktop material. Restripping of all parking spaces and bring ADA parking spaces to current ADA code. This project will also aide in ensuring all parking surfaces have proper drainage.

**NEW MEXICO HIGHER EDUCATION DEPARTMENT**  
**FORM 1: PROJECT INFORMATION (con't)**

**Institution:** Nothern New Mexico College

**Original:**  **Date:** 12/06/2023

**Project title:** Espanola Campus Parking lot seal and stripe

**Revision:**  **Date:**

Description of why this project is needed and how it satisfies program needs/enrollment/mission:

This Project will address a much needed renovation of all parking surfaces on the NNMC Espanola Campus to accomodate parking for all NNMC programs. This project will aide in ensuring the entire campus community have a safe and comfortable learning and working environment.

Describe the consequences of this project not receiving approval:

The consequences of not receiving approval would be the continuation of deterioration of parking surfaces and make an unsafe enironment for the campus community.

Was this project included in the annual Capital Outlay Plan submitted to HED. If yes provide year included. If not, provide reason why:

Yes, 2019

If this request was included in a previous recommendation for Legislative funding, provide information on differences from initial recommendation to current project request:

N/A

Provide detailed information on the impact this project will have on Operations and Maintenance budgets? What source of funding will be used to cover these costs?

These projects will reduce Operation and Maintneance by reducing the amount of time, resources, and materials continuously utilized to make temporary repairs to parking surfaces. No source funding will be utilized to supplement to Operations and Maintenance Budgets.

**NEW MEXICO HIGHER EDUCATION DEPARTMENT**  
**FORM 1-A: INSTITUTIONAL AND GENERAL INFORMATION**

Institution: Nothern New Mexico CollegeOriginal:  Date: 12/06/2023Project title: Espanola Campus Parking lot seal and stripeRevision:  Date:

<b>Current Total On-Campus Enrollment – Fall Semester</b>	
Head Count: <u>1229</u>	FTE: <u>771.9</u>
<u>6</u> % Growth from <b>previous year</b>	<u>3.3</u> % Average growth in previous <b>5-year period</b>

<b>Current Total Off-Campus Enrollment (web-based or Distance Ed., etc.) – Fall Semester</b>	
Head Count: _____	FTE: _____
____ % Growth from <b>previous year</b>	____ % Average growth in previous <b>5-year period</b>

<b>Tuition – Fall Semester</b>		
Current Tuition Per Credit Hour: \$ <u>412.00</u>	Current Tuition Per Semester: \$ <u>4,952.00</u>	
Month/year per semester tuition was last increased: <u>12</u> / <u>2021</u>	Amount of last per semester tuition increase: \$ <u>117.00</u>	<u>33.254</u> % Change from last increase

<b>Program Enrollment Being Served by this Project – Fall Semester</b>	
Head Count: <u>1229</u>	FTE: <u>771.9</u>
<u>6</u> % Growth from <b>previous year</b>	____ % Average growth in previous <b>10-year period</b>

<b>Bonding Information</b> <b>(to be completed if local bond proceeds are used for project funding)</b>	
Assessed Valuation: _____	Month/year of most recent local bond issue: _____ / _____
Outstanding Debt: _____	
Available Capacity: _____	

<b>Project Schedule</b>	
Month/year proposed construction start date: <u>01</u> / <u>2024</u>	Month/year proposed construction completion date: <u>06</u> / <u>2024</u>

Comments:

**NEW MEXICO HIGHER EDUCATION DEPARTMENT**  
**FORM 2: SPACE INFORMATION**

**Institution:** Nothern New Mexico College

**Original:**  **Date:** 12/06/2023

**Project title:** Espanola Campus Parking lot seal and stripe

**Revision:**  **Date:**

List the Net Assignable Square Feet (NASF) and Net Usable Square Feet (NUSF) of spaces to be constructed, altered, or demolished by this project. Definitions of classifications used below may be found in "Postsecondary Education Facilities Inventory and Classification Manual" (FICM) published by the U.S. Department of Education.

CLASSIFICATION CODE	TYPE OF SPACE	DEMO	NEW	ALTERATION	% OF NUSF (NEW & ALT)	
100	Classroom	0	0	0	0	
200	Laboratory	0	0	0	0	
300	Office	0	0	0	0	
400	Study	0	0	0	0	
500	Special	0	0	0	0	
600	General	0	0	0	0	
700	Support	0	0	0	0	
800	Health	0	0	0	0	
900	Residential	0	0	0	0	
<b>TOTAL NET ASSIGNABLE AREA (NASF)</b>		0	0	0	0	
WWW	Circulation Area	0	0	0	0	
XXX	Building Services Area	0	0	0	0	
YYY	Mechanical Area	0	0	0	0	
<b>TOTAL NONASSIGNABLE AREA</b>		0	0	0	0	<b>NIC SQ FT</b>
<b>TOTAL NET USABLE AREA (NUSF)</b>		0	0	0	0	0
<b>TARE</b>		0	0	0		<b>TOTALS</b>
<b>TOTAL PROJECT GROSS SQUARE FEET</b>		0	0	0		0
<b>FINAL PROJECT GROSS SQUARE FEET</b>						0
<b>ORIGINAL BUILDING GROSS SQUARE FEET</b>						0
<b>FINAL BUILDING GROSS SQUARE FEET</b>						0
<b>FINAL BUILDING GROSS SQUARE FEET DIFFERENCE</b>						0



**NEW MEXICO HIGHER EDUCATION DEPARTMENT**  
**FORM 3: ESTIMATED UTILITY COSTS AND ENERGY EFFICIENCY MEASURES**

**Institution:** Northern New Mexico College

**Original:**  **Date:** 12/06/2023

**Project title:** Espanola Campus Parking lot seal and stripe

**Revision:**  **Date:**

This form is designed to estimate the project's effect on current utilities costs, and to note submittal of supporting documentation related to Energy Saving Measures incorporated into the project.

FORMULA	CURRENT EXPENSES	PROJECTED ANNUAL EXPENSES AFTER COMPLETION	DIFFERENCE BETWEEN CURRENT AND PROJECTED (+ OR -)
Eligible GSF: _____ x \$3.75			

Check applicable boxes below:

Space is non I&G  
(Comment Required)

Target Finder attached

LEED Checklist attached

Project Green Screen Features and Comments. Describe, in detail, the energy measures being implemented:

Projects will not have an effect on utility cost. Alterations being made are all like for like materials.

**NEW MEXICO HIGHER EDUCATION DEPARTMENT**  
**FORM 4: PROPOSED PROJECT COSTS**

**Institution:** Nothern New Mexico College

**Original:**  **Date:** 12/06/2023

**Project title:** Espanola Campus Parking lot seal and stripe

**Revision:**  **Date:**

**I. PROJECT BUDGET**

EXPENDITURES	ITEMS INCLUDED IN TOTAL COST FOR EACH EXPENDITURE	ORIGINAL SUBMISSION		BUDGET REVISION
		NEW CONSTRUCTION	ALTERATIONS	
<b>A. Building Cost</b>				
1. General	Building Labor, Materials, All Signage, Material Testing & Seismic Testing		\$ 321,250.00	
2. Mechanical/Plumbing	Controls, Fire Suppression Systems, Test & Balance			
3. Electrical	Lighting Control Systems, Performance Testing			
4. Special Systems (voice, data, other)	Voice/Data, Wiring Performance Testing, Audio/Video infrastructure, Access Control, Security/Camera's, Fire Alarms			
5. Demolition	Interior Demo, HAZMAT & Abatement			
<b>BUILDING COST SUBTOTAL</b>		\$ 0.00	\$ 321,250.00	\$ 0.00
<b>B. Built-in Equipment</b>				
	Equipment permanently attached to building and/or infrastructure (Fume hoods, autoclaves, and lab casework)			
<b>C. Site Development</b>				
1. Utilities, Infrastructure	Utilities 5' beyond new building perimeter, relocations and tunnels			
2. Landscaping/Site Improvements	Free standing lighting, hardscapes, parking			
3. Demolition	Building, Site or Parking Removal			
<b>TOTAL CONSTRUCTION COST (T.C.C.)</b>		\$ 0.00	\$ 321,250.00	\$ 0.00

## NEW MEXICO HIGHER EDUCATION DEPARTMENT

D. Construction Contingency	Not more than 5% for new Construction or 10% for renovations of Total Construction Cost (T.C.C.)			
E. Professional Fees				
1. Architectural/Engineering	Planning, Programming, Design thru Construction and Specialized Services			
2. Project Administration	PM Fees, Construction Manager at Risk (CMAR) Pre-Construction Services, IT Admin Fees, Parking Mitigation, Consultant Services, Tax Segregation services fee, Project Reserve			
3. Surveys/Commissioning	Soils Reports, Environmental Reports, Structural Shear Reports			
F. Movable Equipment	Special Systems Equipment			
G. Other	Site acquisition, etc.			
H. Art in Public Places (1% of State Appropriation)	AIPP or N/A			
I. Gross Receipts Tax	GRT is Not Nested within Costs Above. Amount entered will be added to Total Project Budget			
J. Gross Receipts Tax	GRT is Nested within Costs Above. Amount entered is included in Total Project Budget		\$ 22,759.00	
<b>TOTAL PROJECT BUDGET</b>		\$ 0.00	\$ 321,250.00	\$ 0.00

### Comments:

Provide information on how the above cost estimates were developed. If developed by an A/E firm, provide the name of the firm and method used for estimating. If developed by the institution, provide method used for estimating.

**NEW MEXICO HIGHER EDUCATION DEPARTMENT**  
**FORM 5: PROPOSED PROJECT SQUARE FOOTAGE**  
**AND FUNDING SOURCES**

**Institution:** Nothern New Mexico College

**Original:**  **Date:** 12/06/2023

**Project title:** Espanola Campus Parking lot seal and stripe

**Revision:**  **Date:**

<b>COSTS PER GROSS SQUARE FOOT (GSF)</b>			
	<b>Cost (Items A-C on Form 4)</b>	<b>GSF for New Construction NUSF for Alteration</b>	<b>Cost per GSF</b>
New Construction	\$ 0.00	0	NaN
Alterations	\$ 321,250.00	0	Infinity

<b>RATIO OF NET USABLE TO GROSS SQUARE FEET (NUSF/GSF)</b>			
	<b>NUSF (same as total from Form 2)</b>	<b>GSF</b>	<b>RATIO NUSF/GSF (%)</b>
New Construction	0	0	NaN
Alterations	0	0	NaN

<b>FUNDING SOURCE</b>			
Enter the source of funding for the project. Total must match the total project budget on Form 4.			
<b>Funding Source and Description</b>		<b>Original Submission</b>	<b>Budget Revision</b>
<small>Appropriation Code</small>	<small>Description of Funding Type and Source of Funds</small>		
E5331	Department ID:E5331; SB207; Laws 2020 - Section 10-C-10	\$ 321,250.00	
<b>Total:</b>		\$ 321,250.00	\$ 0.00

List State Appropriations as follows: Bond Series #: GOBxx or STBxx or GF 20xx, DFA#: A0x-xxxx), SBxx or HBxx, Laws of 20xx, chapter x, and section x. This information is available on the CPMS website at <http://cpms.dfa.state.nm.us/>. For all other funding, list revenue source and year budgeted.

**NEW MEXICO HIGHER EDUCATION DEPARTMENT**  
**FORM 6: CERTIFICATION BY GOVERNING BOARD**

**Institution:** [Nothern New Mexico College](#)

**Original:**  **Date:** [12/06/2023](#)

**Project title:** [Espanola Campus Parking lot seal and stripe](#)

**Revision:**  **Date:**

**ORIGINAL CERTIFICATION**

I hereby certify, on the basis of the information contained in Forms 1 through 5 of this capital project submittal and all attached supporting documentation, if appropriate, that the Governing Board approved the original submission of this project at its meeting on [December 11, 2023](#).

Certified:

[Hector Balderas, JD CFE](#)

\_\_\_\_\_  
Printed Name of President/Chancellor

\_\_\_\_\_  
Signature

**REVISED SUBMISSION CERTIFICATION**

I hereby certify that the Governing Board approved this Revised Submission at its meeting on \_\_\_\_\_.

Certified:

\_\_\_\_\_  
Printed Name of President/Chancellor

\_\_\_\_\_  
Signature



# Legislative Priorities

## FY 2025

Northern New Mexico College | Española, NM | El Rito, NM | www.nnmcc.edu

### 01

#### Expansion Funding

- ∴ Teacher Pipeline Services \$166,000
- ∴ Athletics \$171,026
- ∴ Native American Student Center \$246,250
- ∴ Operations of Small Demonstration Farm \$250,000

### 02

#### New

- ∴ Cybersecurity \$958,378
- ∴ Student Success Achievement Shop "One Stop Shop" \$927,600
- ∴ Center of Career and Technical Education \$998,250

### 03

#### Instruction and General Recurring Appropriations

- ∴ Implementation of Compensation Study \$1,000,000
- ∴ Adjunct Faculty Salary Increase \$400,000
- ∴ Safety and Security Expansion \$800,000
- ∴ Enterprise Software Conversion \$800,000
- ∴ Foundation Staffing and Infrastructure \$500,000

### 04

#### Instruction and General Non-Recurring Appropriations

- ∴ Compensation Study \$150,000
- ∴ Athletics Facility Renovation and Equipment \$500,000
- ∴ Campus Safety and Cybersecurity Technologies \$1,000,000
- ∴ Rural Transportation Initiatives \$800,000
- ∴ Fine Arts Center Improvement and Marketing \$500,000

### 05

#### Special Appropriations

- ∴ Business and Student Information Systems \$3,000,000
- ∴ Remediation \$450,000
- ∴ Emergency Repairs \$100,000



## Capital Outlay Priorities

### 01

Classroom and Space Renovation for Workforce Development \$7,000,000

### 02

Campus Wide Green Energy Modernization Upgrades \$5,000,000

## MISSION ::

*Northern New Mexico College is an inclusive, student-centered teaching and learning community, dedicated to excellence, empowering students, and transforming lives.*

- Student-Centered
- Mutual Respect
- Integrity
- Excellence
- Servant Leadership

## VALUES ::



Questions / Contact Information:

Hector Balderas, JD, CFE ::

President ::

e: [hector.balderas@nmmc.edu](mailto:hector.balderas@nmmc.edu) : m: 505.484.8626

Dr. Denise Montoya ::

Chief of Staff / VP Finance & Administration ::

e: [denise.montoya@nmmc.edu](mailto:denise.montoya@nmmc.edu) : m: 505.690.7013

Theresa Storey ::

Chief Financial Officer/Compliance Officer ::

e: [theresa.storey@nmmc.edu](mailto:theresa.storey@nmmc.edu) : m: 505.927.0161

## VISION ::

*As a Hispanic- and Indigenous- serving institution, sustained by place, culture, and innovation — Northern is a beacon of higher education for all students, igniting minds to create vibrant futures.*

- Transformational Student Experience
- Academic Excellence
- Organizational Excellence
- Strategic Partnership

## STRATEGIC .. PILLARS ..





NEW MEXICO  
ASSOCIATION of  
COMMUNITY  
COLLEGES

## HIGHER EDUCATION UNIFIED PRIORITIES FOR 2024 LEGISLATIVE SESSION

### Funding to transform and grow New Mexico's economy

#### Instruction & General ( I&G) Funding Increase for Significant Impact on Student Outcomes

This Unified request for \$83.1 million in recurring funding for core higher education operations, including instruction and student support (a 10.5% increase), will have a significant impact on student outcomes. \$49.3 million is requested for general operations increases. To maintain current instructional programs and services the Higher Education Price Index (HEPI) forecasts a 4.4% increase is necessary.

- \$15.8 million is requested for student support initiatives focused on student retention and graduation, such as tutoring, academic advising, student basic needs services (wrap around services), and behavioral & mental health, including suicide prevention.
- \$11.0 million is requested to increase campus safety services at all public higher education institutions, including New Mexico Military Institute and New Mexico's Native American institutions.
- A minimum of \$7.0 million is requested to fully fund employee benefit enhancements, such as increasing the employer share of group insurance. This request also includes fully funding increased employer costs for implementing the paid family medical leave program.,

#### A Few Facts: New I&G Funding Formula Dollars Ratio to New Tuition Dollars

Each 1% of formula funding is approximately a 2.8% tuition increase.

- Each 1% of formula funding generates approximately \$7.9M for formula funded institutions.
- A 1% Base increase to I&G is approximately (\$10.4M).
- Tuition increases: each 1% tuition increase generates approximately \$2.8M.



## Compensation increases of 6% for all employees. Additional 3% targeted increase for faculty.

- We request the compensation percentage funded by the state (general fund appropriation) be increased.
- Institutions request flexibility to budget an “average” increase to address pay inequities, which includes addressing compensation for lowest paid staff.
- This request includes the additional increase to retain and attract full and part-time faculty.

### Additional Requests (Non-Recurring):

- \$10 million for continued support of the **Higher Education Endowment Fund**.
- \$15 million for a significant infusion of funding from sources outside the funding formula to support **Dual Credit** programs over a three-to-five-year period.
- \$100 million for continued funding for the **Technology Enhancement Fund** with the goal of a \$500 million permanent fund.
- \$100 million for expenditure in five fiscal years, \$20 million per year, for expenditure by community colleges, regional universities, and Native American institutions for **workforce training** including internships.
- \$11 million to provide **campus safety equipment**.
- Minimum of \$11.5 million for expanded **cybersecurity** initiatives.
- \$50 million to support **building renewal and replacement**. This includes funding for critical infrastructure, addressing critical deferred maintenance needs, building demolition, and construction cost overruns due to inflation and supply chain challenges.
- \$10 million for instruction and **general equipment renewal and replacement**.



[sfcc.edu/higher-ed-unified](https://sfcc.edu/higher-ed-unified)