NORTHERN NEW MEXICO COLLEGE

NORTHERN NEW MEXICO COLLEGE
BOARD OF REGENTS

JANUARY 30, 2026

NORTHERN New Mexico College

NOTICE

The Board of Regents of Northern New Mexico College will hold a regular meeting on **Friday, January 30, 2026** at **9:00AM,** Via Zoom and in person at Northern New Mexico College, Board Room, Española Campus, Española, New Mexico.

Join Zoom Meeting
https://nnmc.zoom.us/j/93884181987

FINAL AGENDA

I. CALL TO ORDER

II. APPROVAL OF AGENDA

III. PUBLIC INPUT

IV. COMMENTS FROM THE BOARD

A. Board of Regents Subcommittee Reports
   1. Housing Committee – Informational
   2. Audit, Finance, Facilities Committee – Informational
   3. Academic and Student Affairs Committee – Informational
   4. Governance Committee
      a. 2026 Open Meetings Act Resolution - Action Required
      b. HED Regent Training - Informational
      c. Onboarding - Informational
   5. HERC Committee - Informational

V. APPROVAL OF MINUTES - Action Required

VI. PRESIDENT'S REPORT AND ANNOUNCEMENTS

A. Celebrate Northern – Informational
B. CUP/NMICC Report – Informational
C. NNMC Foundation – Informational
D. Introduction of Staff and Faculty – Informational

VII. FACULTY SENATE PRESIDENT REPORT

VIII. STUDENT SENATE PRESIDENT REPORT

IX. STAFF SENATE PRESIDENT REPORT

X. VICE PRESIDENT FOR FINANCE

1. Budget Adjustment Requests (BARS) - Informational
2. Executive and LFC Budget Recommendations - Informational

XI. PROVOST & VICE PRESIDENT FOR ACADEMIC AFFAIRS

1. Approval of Certificate in Technical Trades (Carpentry) - Action Required
2. Certificate of Engineering and Technology (Cybersecurity) - Informational

XII. EXECUTIVE SESSION

(1) Limited personnel matters related to the hiring, promotion, demotion, dismissal, assignment, resignation, or investigation or consideration of complaints or charges against an employee;
   a. No items

(2) Bargaining strategy preliminary to collective bargaining
   a. No items

(3) Threatened or pending litigation subject to the attorney-client privilege in which the College may be a participant; and
   a. No items

(4) Real estate acquisition or disposal.
   a. No items

XIII. VOTE TO REOPEN MEETING - Certification that only those matters described in the Executive Session Agenda were discussed in the closed session; if necessary, final action with regard to certain matters will be taken in Open Session

XIV. 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.

NORTHERN New Mexico College

Memorandum

To: Board of Regents, Northern New Mexico College

From: Matt Baca, General Counsel

Date: January 30, 2026

Re: 2026 Open Meetings Act Resolution

Issue: As required by the New Mexico Open Meetings Act, the attached Open Meetings Notice Resolution establishes the public notice to be given prior to the Board's meetings. The attached resolution is similar to the Board's Resolution 2025-01 adopted last year.

Notices for meetings are distributed through the College's email broadcast system and posted on the NNMC Regents' page of the College's website ten days in advance for regular meetings, three days in advance for special meetings, and 24 hours or more, if feasible, for emergency meetings.

Meeting agendas are also made available to the public by posting them on the NNMC Regents' page of the College's website, at least 72 hours in advance of regular and special meetings, and concurrent with the notice for emergency meetings. If an emergency meeting is called that is not as a result of a declared state or federal emergency, a report will also be sent to the Office of the Attorney General.

In addition to meeting agendas, meeting minutes and board packets are also made available to the public on the NNMC Regents' website.

Recommendation: In accordance with the Board's obligation under the New Mexico Open Meetings Act, the Board should adopt the attached Open Meetings Act Resolution for 2026.

BOARD OF REGENTS
OF
NORTHERN NEW MEXICO COLLEGE

2026 OPEN MEETINGS ACT NOTICE RESOLUTION

WHEREAS, Section NMSA 1978, Section 10-15-1(B) of the Open Meetings Act states that, except as may be otherwise provided in the Constitution or the provisions of the Open Meetings Act, all meetings of a quorum of members of any board, council, commission, administrative adjudicatory body or other policymaking body of any state or local public agency held for the purpose of formulating public policy, discussing public business or for the purpose of taking any action within the authority of or the delegated authority of such body, are declared to be public meetings open to the public at all times; and

WHEREAS, any meetings subject to the Open Meetings Act at which the discussion or adoption of any proposed resolution, rule, regulation or formal action occurs shall be held only after reasonable notice to the public; and

WHEREAS, Section 10-15-1(D) of the Open Meetings Act requires the Board of Regents of Northern New Mexico College to determine at least annually what constitutes reasonable notice of its public meetings;

NOW, THEREFORE, be it resolved by the Board of Regents of Northern New Mexico College that:

1. Regular meetings shall be held monthly and shall begin at 9:00AM, unless otherwise specified. Meetings will be held on either the Española or El Rito Campus as specifically indicated in the meeting notice, unless otherwise specified. The Board's schedule of regular meetings will be posted on the Northern New Mexico College Website within 10 calendar days of the Board's determination of its regular meeting schedule. If any regular meeting is rescheduled, notice shall be given of such rescheduled meeting pursuant to the requirements for giving notice of special meetings.

2. While remote participation in meetings is permitted by law and this resolution for board members when it is difficult or impossible to attend, the board strongly encourages physical presence at all board meetings, unless there are extenuating circumstances. Each member participating remotely must be able to be identified when speaking, all meeting participants must be able to hear each other at the same time, and members of the public must be able to hear all members participating.

3. Notice of a regular meeting and an agenda containing a list of specific items of business to be discussed or transacted at the meeting shall be posted at least seventy-two (72) hours in advance of any regular meeting.

4. Notice of a special meeting and an agenda containing a list of specific items of business to be discussed or transacted at the meeting shall be given at least seventy-two (72) hours in advance of any special meeting called by the Chairman.

5. An emergency meeting may be called within seventy-two (72) hours of the emergency meeting in accordance with the requirements of the Open Meetings Act. If possible, notice shall be given at least twenty-four (24) hours in advance of any emergency meeting. This Board will avoid emergency meetings whenever possible. Within ten days of taking action on an emergency matter, the public body shall report to the attorney general's office the action taken and the circumstances creating the emergency; provided that the requirement to report to the attorney general is waived upon the declaration of a state or national emergency.

6. Notices and agendas as set forth in Section 2, 3, and 4 of this resolution shall state the date, time and place of the meeting and shall be disseminated by email or other means to local media seeking copies, and the College community. Notices and agendas shall be posted in publicly accessible areas on the El Rito Campus and on the Española Campus. Digital copies shall be posted in the Board of Regents section of the Northern New Mexico College Website: www.nnmc.edu. Copies of the written notice shall be provided to those broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation in the state that have made a written request for notice of public meetings.

7. If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the President's Office at (505) 747-2140 at least one week prior to the meeting or as soon thereafter as possible.

8. The Board may close a meeting to the public only if the subject matter of such discussion or action is exempted from the open meeting requirement under Section 10-15-1(H) of the Open Meetings Act.

   (a) If any meeting is closed during an open meeting, such closure shall be approved by a majority vote of a quorum of the Board taken during the open meeting. The vote shall be taken by roll call. The authority for the closed meeting and the subjects to be discussed shall be stated with reasonable specificity in the motion to close and the vote of each individual member on the motion to close shall be recorded in the minutes. Only those subjects specified in the motion may be discussed in the closed meetings.

   (b) If a closed meeting is conducted when the Board is not in an open meeting, the closed meeting shall not be held until public notice, appropriate under the circumstances, stating the specific provision of law authorizing the closed meeting and the subjects to be discussed with reasonable specificity is given to the members and to the general public.

(c) Following completion of any closed meeting, the minutes of the open meeting that was closed, or the minutes of the next open meeting if the closed meeting was separately scheduled, shall state whether the matters discussed in the closed meeting were limited only to those specified in the motion or notice for closure.

(d) Except as provided in Section 10-15-1(H) of the Open Meetings Act, any action taken as a result of discussions in a closed meeting shall be made by vote of the Board in an open public meeting.

9. Publication. A digital copy of this resolution shall also be posted in the Board of Regents section of the Northern New Mexico College website: www.nnmc.edu.

This resolution was adopted by the Board of Regents of Northern New Mexico College at a regular Board Meeting on _____.

BOARD OF REGENTS OF NORTHERN NEW MEXICO COLLEGE

Date:

_____
Chairman, Board of Regents

Attest:

Date:

_____
Secretary Board of Regents

Office of the President
NORTHERN New Mexico College

MEMORANDUM

To: Board of Regents,
Northern New Mexico College

From: Hector Balderas, JD, CFE
President

Date: January 30, 2026

Re: Board of Regents Meeting Minutes

Issue

Northern New Mexico College (NNMC) provides, on a monthly basis, Board of Regents Minutes from the previous month for approval.

Recommendation

Staff recommends that the Board of Regents approve the attached Board of Regents Minutes for December 11, 2026 as submitted or if applicable, as amended.

NORTHERN New Mexico College

BOARD OF REGENTS SPECIAL MEETING
MINUTES
DECEMBER 11, 2025

A Regular Meeting of the Board of Regents of Northern New Mexico College was held on Friday, December 11, 2025, in Person and Via Zoom in the Board Room of Northern New Mexico College, Española. Campus. Regents Present in person and Viz Zoom: Michael A. Martin, Erica Velarde, Ruben Archuleta and Dolores Gurule. Regent Lovato was not present for the meeting.

Northern New Mexico College Staff Present: President Hector Balderas, JD, CFE, Theresa Storey, Chief Financial Officer/Compliance Officer, Matthew Baca, General Counsel, Scott Stokes, Chief Information Officer, René Vellanoweth, Provost & Vice President for Academic Affairs, Juan Gallegos, Windows System/Information Security Administrator, Deborah Trujillo, IT, Arin McKenna, Staff Writer/Reporter, Communications & Marketing, Tammy Winston, Student Life, Sandy Krolick, Creative Director/Communications & Marketing, Brenda Janot, Accessibility Services Coordinator, Cindy Martinez, Human Resources, Janice Baca, Registrar, Sally Martinez, Executive Assistant to the Provost & Vice President for Academic Affairs, Ashley Duemmler, STEM Career Transfer Internships Coordinator, Alejandra Jaramillo, Director, HEP, Analise Lopez, IT, Stephanie Sandoval, Human Resources, Vince Lithgow, Accountant III, Christian Gomez, Technical Trades Academic Advisor, Sondra Adams, Director, Financial Aid, Martin Shupla, Director of Library, Frank Loera, Director, Career Technical Education, Emma Hashman, Director, Admissions, Joseph Padilla, Instructor/Chair, Technical Trades, Evette Abeyta, Budget Director, Farjahan Shawon, Director of Teaching and Learning Center, Mandy Montoya, Women's Head Basketball Coach, Patrice Trujillo, Health & Safety Manager and Amy Peña, Executive Office Director/Board Secretary.

I. CALL TO ORDER

Chairman Martin called the meeting to order at 9:05AM

II. APPROVAL OF AGENDA

Chairman Martin stated there is one amendment. In reviewing the packet, he noticed on the signature page they had included the Branch board as the approval and on the advice of Council, we are going to change it from an action item to a discussion item. Chairman

Martin stated he has been assured it will be, the problem will be cleared up by next meeting. He hopes that doesn't inconvenience Mr. Padilla. Mr. Padilla stated it will not hinder any progress.
Chairman Martin moved to approve the agenda as amended.

Regent Velarde moved to approve the agenda as amended. Second Regent Gurule. A roll call vote was taken. Chairman Martin – yes, Regent Velarde – yes, Regent Archuleta – yes, Regent Gurule – yes. Motion passed unanimously.

III. PUBLIC INPUT

None.

IV. COMMENTS FROM THE BOARD

A. Board of Regents Subcommittee Reports

1. Housing Committee

Regent Archuleta stated there is no report as of today but he will have an extensive report in the January meeting. Chairman Martin stated he will look forward to it.

2. Audit, Finance, Facilities Committee

Regent Archuleta stated there is just one action item. It was a very quick meeting so there is nothing to report. Chairman Martin thanked Regent Archuleta.

3. Academic and Student Affairs Committee

Regent Gurule stated she was notified by the provost that the carpentry program will be a discussion. She was excited to hear what they had and would like it to be explained further because she does not want it taken away what it is but it means they are excited to hear everything that they have going for them. Chairman Martin thanked Regent Gurule.

4. Governance Committee

Chairman Martin stated the Board did a self-assessment with the help of the Association of Governing Boards. They provided that as a service to us at no cost. They went online and they h ad to come up with a form. They went through it and only had one Board member that had a poor rating for one of the items and that was board indoctrination.

The Board spoke with Counsel and he suggested we come up with a binder with reference materials for the new regents with information on each of the colleges, finance, human resources. He would like the board to send information they would like in the packet to be sent to Mr. Baca.

Regent Velarde stated it was nice to be able to see everyone's views on how we are doing.

Chairman Martin asked if Mr. Baca had any comments.

Mr. Baca stated he had no comments and looks forward to working with the board on the packet. The only thing he would add is, just a reminder that the State passed a law this past legislative session that require new members to have 10 hours of training and so that will also supplement our specific training for the Board. They will get that 10 hours as well.

Chairman Martin stated as Mr. Baca brought this issue up, he reached out to the Secretary of Education about that. The legislation dictates that we have that training completed by the end of the month, but they still haven't sent us the 10 hours of training. Chairman Martin asked if anyone has heard anything from Higher Ed. The 10 hours of training needs to be completed by the end of the month. Mr. Baca stated Dr. Hawker sent out a communication that HED communicated to her that they are anticipating releasing the training as soon as this week or next. It should be online for everybody and he is not quite sure what the specifics of the training modules will be. He does know that it is coming down to the wire and that our Regents will have their own obligations and celebrations over the holidays, so sorry for the inconvenience, but you know, as soon as it is live, we will send a communication out to you all and then do whatever we can to support you and encourage you to get it done by the end of the year so everyone is compliant. Regent Martin asked if the Board will be in jail on the 1st if we do not do it. Mr. Baca stated there is no particularly remedy in the statute, you know, we are always going to encourage compliance with state law so there is not a particular consequence that's articulated in the statute, but of course, you know, we want to show our compliance.

5. HERC Committee

Chairman Martin stated the meeting was held on November 10th. Thanks to everyone here at the college. Thanks to Ms. Pena for helping organize it. We had it in this room. Ms. Storey knocked it out of the park on her financial presentation. Chairman Martin thanked Ms. Storey. Regent Martin asked for Ms. Velarde for comments. Regent Velarde stated she was not able to attend, she was on her way and her son got sick that morning. Chairman Martin asked President Balderas for his feedback. President Balderas stated he was really honored. We got a lot of positive reactions from other member institutions like New Mexico State Board of Regents is impressed with some of our construction and improvements. He was really proud to kind of show off our campus and our amazing

talent that we have here at Northern. We were wonderful hosts and many of them mentioned that they want to come back to our campus so that's always great when we have visitors from all over the state. It's very positive and thank you to everyone that helped with that.

V. APPROVAL OF MINUTES

Chairman Martin moved to approve the minutes of October 31, 2025.

Regent Velarde moved to approve the minutes of October 31, 2025. Regent Gurule – second. A roll call vote was taken. Chairman Martin – yes, Regent Velarde – yes, Regent Archuleta – yes, Regent Gurule – yes. Motion passed unanimously.

VI. PRESIDENT'S REPORT AND ANNOUNCEMENTS

A. Celebrate Northern

First, I want to thank the entire Northern community for their support and participation in our recent HLC accreditation process. Everyone, from you regents, to our students, to our faculty and staff showed up and really told Northern's story in a way that we should all be really proud of. We won't have the official word on our reaffirmation until January or February, but we received some really great and constructive feedback during the exit conference. I really want to acknowledge the leadership and hard work of Carmella Sanchez and the entire steering committee who put in so much work to ensure our successful assurance argument and preparation for the visit. We're excited to see what HLC has to say, and we'll be excited to learn and grow from the feedback we get. And again, just thank the entire community for telling our story and showing the HLC what Northern is all about.

Speaking of accreditation, I want to congratulate Chairs Lori Baca and Ashis Nandy on their recent successful accreditations in the Business and Engineering Departments. As with our college-wide accreditation, these leaders told the amazing Northern story of the work happening in their departments and we are proud to see their continued successful program accreditations.

We now have the Nursing Department undergoing their accreditation, and thank you to Ellen and the department leadership for their efforts; we'll look forward to seeing their success as well.

Student Success & Campus Culture

We had a fantastic Homecoming Week. It was great to see our students share their school spirit in a variety of ways. Our thanks to Student Life for organizing the week's events. The Lady Eagles celebrated a win over Nelson University with a score of 66–33. Our Men's team fought hard, driving the score to an 84–88 loss. Halftime included a Veterans Tribute and a great show by the Espanola Valley Sundevils Cheer Teams.

Our Women's Basketball team also participated in AVID week at Hernandez Elementary School, where they spoke to students about the importance of education, being bilingual and working hard to reach their dreams, followed by a fun stacking competition.

Our Career & Graduate School Fair 2025 was a success, with more than 30 employers on hand to talk careers, internships and pathways into the workforce. Six graduate schools presented their programs to our students. SkillsUSA made its first official appearance at Northern, with a focus on helping our students build confidence, leadership, technical excellence and pride in their craft. The event was made possible by NNMC Career Services, in collaboration with America's Job Center and Goodwill.

Northern's Educational Opportunity Center (EOC) provided a different form of support for our students, hosting a free Financial Resource/Literacy Zoom Presentation.

I also want to thank everyone who participated in our Holiday Toy Drive, NNMC Giving Tree 2025, and our Annual Coat Drive, both sponsored by our Student Senate. It is good to see our community coming together to support our students.

Academic Spotlights

Steve Cox continues to do great work with Española Gloveworks, his Parkinson's Glove project. The project has received a $25,000 grant from the New Mexico Community Trust and the Youth Civic Infrastructure Fund through Future Focused Education. The funds will be used to create a capstone project for Española Valley High School MESA students to improve the design and production of the gloves. The grant will fund 12 high school interns and 4 Northern interns as mentors. This was one of 13 projects to receive funding in a very competitive process. Northern will now compete with the other recipients to be one of four projects to receive $50,000 a year for three years to implement the project. Española Gloveworks also received a $14,000 gift from a Parkinson's patient participating in the project and has just achieved nonprofit status.

Dr. Sushmita Nandy was invited to serve on a panel discussing "Effective Mentoring Relationships" at the 2025 New Mexico Alliance for Minority Participation Conference at New Mexico State University. One of our students, Jade Madrid, also presented a research poster at the conference.

Dr. Vellanoweth and I, along with our Technical Trades Chair Joe Padilla and Joseluis Ortiz y Muniz from Sostenga! Farms, met with Ralph E. (Butch) Clark in Gunnison, Colo., to discuss Trades Bootcamp 26 and other philanthropic opportunities for our Technical Trades Department and Heritage Cultural Space. Judith and President Balderas will be announcing some exciting news in January.

Community

The Great Garlic Revival returned to Northern after a five–year hiatus, reviving a beloved tradition hosted by the ¡Sostenga! Center. The Revival was a special garlic-planting celebration organized by Joseluis Ortiz y Muniz; Don Bustos, founder and Executive Director of the Greenroots Institute; and ¡Sostenga! founders Dr. Ana X Gutierrez Sisneros, Higher Education Department Deputy Secretary Patricia Trujillo and Camilla Bustamante, former Northern Dean of Community, Workforce, and CTE and current Santa Fe County Commissioner. The day included talks celebrating the values that make Northern's land-based culture so vital, delicious food from Mayahuel Catering and live music by Dr. Ana X. I want to thank our generous sponsors and partners, including Muy Chingon, Kreations, The Rodale Institute, Seeds In Common, and Viva Vida's herbal remedies by Pilar Trujillo. The Great Garlic Revival marks a joyful return to community and culture and a renewed commitment to Northern New Mexico's agricultural traditions.

We've been celebrating the holidays with our Holiday Celebration in El Rito yesterday evening and our Friendsgiving Luncheon. President Balderas thanked everyone who helped to plan and execute those events, which help bring us together as a community and asked everyone to join us at 11:30AM today for our Holiday Celebration Luncheon!

B. CUP/NMICC Report

CUP/NMICC presented the final higher ed. unified priorities to the Legislative Finance Committee this week. As we've reported to the board previously, those priorities are:

- Current Draft of Unified Priorities
    - Recurring Priorities
        - I&G - request 4.7% increase to formula funding
        - Employee benefit changes - fully fund statutorily enhanced employee benefits, including any required employer share
        - Cost of Living Adjustment - provide equivalent increases that go to state agency and K12 employees
        - Non-formula adjustment - student support funding to support retention & completion efforts

- Non-recurring Priorities
    - Continued funding of Workforce Training GRO appropriation to include funding beyond FY27
- Statewide Initiatives
    - Campus Safety ($20M)
    - Building Renewal & Replacement ($100M)
    - Equipment Renewal & Replacement ($10M)
    - Cybersecurity ($13.1M)
- Dual Credit - request legislature to have PED provide funding for dual credit tuition
- Continued support for funding Lottery & Opportunity scholarships

The CUP is also closely following the possible creation of the Major Projects Fund. The purpose of the fund is to relieve pressure on the GO cycle and to provide alternative funding for major projects not permissible under existing funding.

Chairman Martin asked if Higher Ed presented their budgets to the LFC yesterday. President Balderas stated yes. Chairman Martin asked what was the recommendation for salary increases for the coming year. Chairman Martin asked what the increase would be in the coming percent. Ms. Storey stated to match the State. Regent Velarde state 3-4%. Ms. Storey stated it kind of depends. They are not talking a percentage this. Year. President Balderas stated the state has been bullish. We were hoping it would message today for 2-3%. President Balderas thinks it is flat which is zero to employees. We have had a great 3–4-year run. We have preparing for this. He is hoping for a 2% raise. It is not a good sign that they said they are not recommending out of the gate. It was not a good sign. We will keep the board posted.

Chairman Martin stated the headline in the paper today was that they revised their revenue projection down. President Balderas stated yes, the revenue is not looking great in terms of oil and gas. We have a ton of capital infrastructure dollars. President Balderas is going for that aggressively after money for construction. That we still have years to go. In terms of compensation and overall increase to our budget and to the state budget, he thinks they are wanting to pull back. What is very scary is with the federal cuts, the State of New Mexico is responsible for Medicaid. Three out of four children born every day are Medicaid babies, so the administration at the federal level is cutting Medicaid. That is going to be the largest bill. So, Higher Ed, like number 3, 4 or 5. If we were a family of 5 kids, we're like the, you know, the 16-year-old kid that can go work. You know' were not the babies. Medicaid is the first infant in order and then, so it's a little worrisome but he will say the Board has done a great job. We have done a great job in saving for a rainy day. We have not spent like drunken sailors, although some people might think, well what do you mean. You got a new car and new flooring. That was coming from capital infrastructure, so we've been very cognizant about making sure we are right sized and that our annual bills don't exceed what we're getting from the State but we are preparing

for a more aggressive forecast in the next two or three years. But right now, the State is basically telling us, hey, we're not, we don't want to fund a state employee raise. If you guys want to pursue it, or you have other revenue, you can explore, but for now, the, those 8% and 5% and 6% raises that happened right after COVID, which is good caught up with some of the inflation, but right now, it's flat. If we can get a few points that would be a huge win this year but we'll let, we'll keep the Board posted.

Chairman Martin asked if there is no salary increase, they will fund, we can pay for their share of the increase in their insurance. President Balderas stated exactly. We are trying to at least argue that you're not going to give our employees a bump, at least let's make sure their take home pay remains flat and that could be an increase in benefits as well. Regent Velarde stated because with the loss of insured being, people being insured federally all of our premiums are going to go up. President Balderas stated it's scary, it could be a direct impact on families but also an indirect on institutions. Theresa has done a good job. We have always kind of, there's departments that will say, like we need another employee, so we've always used vacancy savings. This is where we did really well on our accreditation. They actually said, they said, what's your plan for financial sustainability and President Balderas uses the family economics. It's like we went out and worked hard and got new money but then we didn't just start spending to consume and right now we're still studying what kind of institution and services we want to provide. President's Balderas thinks the Board has been on top of that with good questions, like, how are we, our balance is growing but it's like well, so we've been very cautious about making sure we have educational sustainability and financial sustainability, but yes, those storms are very real. President Balderas is very worried about Medicaid and the increased costs and what it's going to do to us and then when, in translating the 4% electricity's going up. The College has expenses too, so when they're saying okay, we'll give you for more percent. So, it's like, even just our operational expenses to go eat, gravel, or everything is going through the roof so we need to make sure that we have enough to pay our bills but and he doesn't mean to, did the Opportunity Scholarship look sound for the coming year? They're doing a great job on it because they're putting a lot of those investments in a trust foundation that is recurring. So, they've done a good job with oil and gas to put them in these trust funds. President Balderas thinks our nursing department benefits from a trust fund. He doesn't know what year they're planning to be fully sustainable for those scholarships. Ms. Storey Stated she thinks the opportunity is set up while the lottery maybe might experience challenges in the future just because of what initially funded the lottery scholarships. President Balderas stated because he thinks we're all on the same, we're all understanding the same page of the analogy of the kids and the family budget. The improvements of our campus, even a janitor that's fixing a toilet, the grave. That attracts students to want to come here and so we're not sitting idle. We really have a recruitment, retention vision but we couldn't do it without gravel and roads and safety and so we have proposals that we need to, in order to take more students and be trusted, we need to do physical improvements to our campus. Great! Then we have also secured quietly and he is hoping the other thing comes through. He

doesn't know if it will but we quietly got $3M for technology so that we could also be a more efficient online school, and how we process paperwork, and yes, and send you a text, when a student comes in, they should be getting a text from the President saying, thank you for coming in. That day, because they're a potential customer.

President Balderas stated we have some other initiatives, like the HUB. That if we have a storm with finance, but we grow by 300, you know, we grow by 15% because our customer service got better, or because we, our departments work better, more closely. That means that it could be paying benefits, or a pay raise or if the budget, if the state says we are not going to give you a 4% extra for cost, and we still have costs to feed our kids. We need to make sure that we're doing what we can to attract the students that want to come here, that we don't turn off students. Because we didn't realize it was connected but all of those kinds of things, but President Balderas is excited because all those are all improving in terms of, we've been given a lot of money to innovate our customer service, our marketing, our processing and President Balderas thinks Regent Velarde has made, tell stories before where as a student and then as a mother. She has had her own experience, even in how students can get to the classroom and pay their bills and if we can improve and we can do better, and he knows we can but Northern has always lacked the resources, so we got a $3M quiet side hustle, he calls it a side hustle because it wasn't in the funding to improve all our technology. So, some of you in the audience have already been working on, wow, we're getting new software and how does it all connect. What connects to the budget and that we think we're built for like 2,000 students not 1,000 students. We know that more people want certificates in education so that's how it connects and then quietly the other proposal that we have aside on the side hustle is we have a $5M security request pending and if that gets funded in light of all these flat budgets what does that say to Northern to say we're going to give you another $5M so you can do beautiful fencing lighting. Because it's like, they want us to grow. They said, you know what, you guys are well-positioned to grow and now we need to help you fix up the house. Not only do you have food for the family but we need to have, so that's how all that all ties, but this is all exciting because, we go into January to see if that other proposal is going to be funded. So, in light of we're pulling back on budgets, Northern is still asking for ambitious investments in security upgrades, student success, technology, so we're not sitting idle but so far, we have fared pretty well.

Chairman Martin asked if there were questions from the Board. No questions.

C. NNMC Foundation

1. **FY26 Philanthropic Donations**

July 1, 2025 to December 8, 2025 - $119,639

President's Eagle $1,000,000 Campaign – $639,140
Start Date: March 2024

2. **Technical Trades Scholarship**

Del Norte Credit Union leadership values its partnership with NNMC and is choosing to invest in our Technical Trades program to support students' career pathways and contribute to a stronger workforce for our region by establishing a Technical Trades Scholarship beginning in Fall 2026.

The initial donation of $7000 is to be distributed as follows:

1, $2000 Scholarship
5, $1000 Scholarships

D. Introduction of Staff and Faculty

President Balderas introduced the following:

Trinidad Lucero
Safety & Security Officer

Trinidad Lucero is our new Safety & Security Officer in El Rito. Trinidad recently retired from the Penitentiary of New Mexico as a Sergeant. He is enrolled at Northern in the Electrical Trades Program, where he learned about the opening in Security.

VII. FACULTY SENATE PRESIDENT REPORT

None.

VIII. STUDENT SENATE PRESIDENT REPORT

Cipriano Marquez stated he is the centennial. They had 50 students applied and 28 donated by staff and faculty and we have over 100 coats ready. The senate Christmas party after the last senate party. Iggy will be at the holiday parade.

Chairman Martin stated we appreciate all the student senates efforts. He applauds them for this.

Regent Gurule thanked them for all their hard work.

Regent Velarde thanked everyone for all their hard work.

Regent Archuleta – no comment.

Mr. Marquez thanked the Board of Regents for allowing him to present.

IX. VICE PRESIDENT FOR FINANCE

1. Asset Disposal

Ms. Storey stated the Certification is an action item. Staff puts out a call to departments to kind of do a little bit more cleaning before the holiday break, clean out closets. We did receive listings from a majority of departments. These are all items that would be considered obsolete. They are monitors, laptops, some mannequins from the nursing department. None of these are on our capital asset listing and so staff recommends approval of the items for disposition that are listed in the packet.

Chairman Martin asked if there are any questions of the Board. Regent Velarde asked what we do with the items. Ms. Storey stated we give first right of refusal to GSD which generally gets ignored and then, technology items, we usually scrub and then the IT department has a vendor that they work with that comes in.

Chairman Martin entertained a motion to approve the Asset Disposal.

Regent Gurule moved to approve the asset disposal. Regent Velarde – second. Regent Gurule – second. A roll call vote was taken. Chairman Martin – yes, Regent Velarde – yes, Regent Archuleta – no response, Regent Gurule – yes. Motion passed unanimously.

X. PROVOST & VICE PRESIDENT FOR ACADEMIC AFFAIRS

1. Approval of Certificate in Technical Trades (Carpentry)

Provost Vellanoweth stated the certificate, the carpentry certificate, number one he thinks we have a proposal by the trades team, by Joe Padilla and it came to our knowledge from Chairman Martin that we had an incorrect form and so we want to discuss that instead of, put it on the approval. Provost Vellanoweth stated he just wants to put this in a broader context and he thinks trades here at Northern are extremely important and the State of New Mexico, of course, is not only funding it, but finds that the workforce development becomes a crucial interface with trades and we're currently expanding the definition of trades here at Northern and this is one example of that expansion and we're going to be coming to the Board of Regents for many other certificate programs, micro-credentialing programs, AA programs and this is exciting because the way we examine trades is that it's not only a gateway to higher education but it's a gateway to the workforce, to the market, and this particular carpentry certificate is an example of that. There's a need in Northern New Mexico, there's a need across the State and unfortunately, it's no big deal, but we're going to come back to you with an approval form on the right form. Provost Vellanoweth asked Mr. Padilla if he would like to share something about the Carpentry Certificate and its impact in Northern New Mexico.

Mr. Padilla stated currently we have the MOU with Local 1319 Carpenters Union that are supporting our programs and what we wanted to do is create this program to be not so discouraging to the workforce people that are out there wanting to go to work and don't have time to be here during, you know, all the, other credentials that come with the associate's degree. It's a little discouraging sometimes to somebody that says, I need to go to work. So, as we did with our electrical program, we have a certificate attached. Plumbing and pipefitting, we have a certificate attached. So, if only made sense to do the same thing for carpentry. Because we have a SAFE2 Grant that is supplying us with pre-apprenticeship funding right now to run pre-apprenticeship for the State of New Mexico. So, what that does is, they are funding our program to run this carpentry program to employ students during the time they're here with us. They would be employed with a contractor at the same time. The State will pay their wages. So, to have them here full-time on an associate's program would work and what our goal in the trades is to get people out into the workforce as soon as we can. Because a lot of our students are, you know, so it's Northern New Mexico. Our students have to work, whether they're youth or already you know, grown up, they need to go to work. We are not a community that has people, we'll send you to school for four years and you don't need a job. Our students need jobs and that's our goal.

Chairman Martin asked when they finish the program will they be, at what level. At apprentice level, or how does that work. Mr. Padilla stated as they completed the certificate program, they'll be considered a second-year apprentice so they'll go into pre-

apprenticeship status into the Local 1319 which eliminates their first-year books and first year pay. So, they start off as a second-year apprentice with higher wages and they knock out all of their first year of curriculum care. Chairman Martin stated this is great and asked if they then have the option to go into the degree point. Mr. Padilla stated at that point, they're about two years away from journeyman status once they are done with us.

Chairman Martin stated this is great and asked if there were questions from the Board.

Regent Velarde asked if there is any way to get it approved now, pending you guys put it on the right paperwork or it has to be on the right paperwork first. Provost Vellanoweth stated as the leader of Academic Affairs he would like to get it right and he would like to make sure that we put that forward to the Board as it should be and he also stated he did call Mr. Padilla and ask him if this is going to impact the student progress right now and he said no and had he said yes, he would just switch his position right now. However, he thinks it is important that all of us, and as the leader of academic affairs, make sure that we have the proper forms, make sure we have the proper procedures and he is glad that Chairman Martin pointed this out. Dr. Vellanoweth stated he should have pointed that out right, but being new and we're in the process of doing a deep dive to make sure that anything comes to the Board has been done properly, with the proper forms and it's relatively minor but he thinks it's important to sort of set the standard that we as Northern New Mexico College will put forward not only to the Board but to the community things that are properly situated. President Balderas stated it will be expedited; you're concern about delay here. Chairman Martin asked if it is going to be ready by the January meeting. Provost Vellanoweth stated absolutely. Chairman Martin stated he looked back in our minutes and at the November 24th meeting, we approved the HVAC and Welding and there wasn't approval from the Branch Board and then he also looked at the act creating the Branch Community College and there's nothing in there about the Branch Board being in charge of our curriculum, that falls on our shoulders. So, we wanted to continue doing it the same way. Dr. Vellanoweth stated and he thinks that the broader context to make sure that, and that's why he is examining everything, what's been done before, and, you know, it's not a major issue, but it's a professionalism issue and we want to make sure that we get it right so he appreciates the patience and so he appreciates the patience and apologized that have had to put this in the way but he thinks this has allowed us and he thinks it should be this way and an opportunity for the board and the broader attendees to discuss it and then we come back with an approval after we've heard your comments, your questions, and that can certainly allow us to modify and change things if necessary. Mr. Padilla did a wonderful job. The trades department works very hard. It's just an old form and like he said, had it impacted students, and that's the number one thing for us, if that if all it doesn't impact students, year, that's our main concern and he appreciates the flexibility and that comment. That shows to him that we understand that we work in a world where sometimes it isn't black and white but we live in the gray.

Chairman Martin stated he had one last question. Where will the carpentry program be offered? Mr. Padilla stated carpentry will be held in El Rito. We have a full lab already getting set up as we speak. We have classroom space and lab space for that. We had lumber delivered yesterday. So, all the lumber's there to start the program. Chairman Martin asked if we have an instructor. Mr. Padilla stated he has an instructor that's been budgeted by the fund for the first two years. Chairman Martin thanked Mr. Padilla.

XI. DEEP DIVE

1. National Student Exchange (NSE) program

Sarah McCormick presented the National Student Exchange Program to the Board of Regents (attached).

Chairman Martin asked when the students would be able to participate and when will our students be able to take advantage of it. Ms. McCormick stated typically we do outreach and recruitment for the program in the fall semester and then, the match of where they will be going, the partner institution is announced in March of the spring semester, and then they would go on exchange for the following fall semester.

President Balderas stated he had a brief operational ad for value to that update. So As Chairman Martin and Dr. West were big advocates of study broad international. Sara is a fan of study abroad. Some of those programs come with different liabilities, costs, before we can send kids to Europe. President Balderas stated he thought it was great we came to this solution which is a little more localized and not as expensive to manage and run because Northern has somewhat limited staff. What we have done is we are now partner members. We are going to fund this through the President's Eagle Fund for two years and this will allow Dr. Vellanoweth and our ADVP Adams and sara to kind of figure out what's the best department to house this service so that we sustainably pay for it well, and that we provide good service because he does think we have some superstars at Northern. If you look at the map, incredible places so we're now taking the next step where we are now going to be members, the college will pay for those two years, and then our academic team and Sarah can work together to figure out how to really continue to grow the program, so we have participation.

Chairman Martin asked what the membership fee is. Ms. McCormick stated the application fee for the students are $50-$150 and it goes to the consortium to match the student to the institution. Our membership fee is $1,000 per year. Pre-pandemic Ms. McCormick started the travel club. They had 14 students scheduled for an ecological trip for students to go to Columbia. Because of the pandemic the trip was cancelled. Two years later she took a group to Costa Rica and then later to Europe, Greece and Italy. She has seen first-hand on the experience to… Starting small 3-5 students on exchange to

make sure we are doing it right and hopefully we would increase that. This is called an exchange program and we have the ability ourselves to host students from the partner institutions. There is another model, the host pay model it is potentially tuition dollars for NNMC for the students coming here from other states. We just don't have the infrastructure right now. This is an idea for future to bring students to our campus as well.

Chairman Martin asked if we have capacity for more students at the dorm. President Balderas stated we do; we're troubleshooting kind of our first round of student athletes. We had a water heater go out the other night and Shawn rescued. So, we're, this is our first, what he calls, winter coming up to test our dorms to see how resilient we are but the goal is that we're, we have additional housing units we've built out, we just want to make sure that we can staff and service and keep our students safely warm through the winter but that potentially could be, and he'd like to defer to Dr. Vellanoweth because he potentially also sees this as people ask well what, why would a kid from Vancouver want to come to Espanola and he is thinking, well, it's how we package it but he could see an archaeology student from Vancouver wanting to stay in a historic dorm in El Rito or a history student. So, there's a way to package it but we're not quite there yet, but we're going to be there soon where he thinks there's going to be, we can attract students if we take care of them and there's a lot of ecological and he'd love to deter to Dr. Vellanoweth to maybe inform the strategy.

Dr. Vellanoweth stated he would like to provide broader context to for him and for the Board the reason he became an archaeologist is because when he was 18 years old, he had, he was on a trip with Cassia City College and they were in New Mexico. It impacted him in ways that brought him back so many years later. He has personal experience running at least 25 different field schools in Mexico, California, Oregon and Ireland and taking students from the inner city of Los Angeles, especially to Ireland, opened up their eyes in ways that not only impacted them personally but their entire families. He got their brothers and sisters the following five years that type of thing. So, he then, why New Mexico, why Espanola? Each day when he drives from his home to Espanola and back, he is inspired by this place. He is inspired by the history, he is inspired by the connectivity of the cultures to the landscape and this is one of the most remarkable places in the world and that we have an El Rito Campus, with potential for dormitories, with potential for summer-intensive programming with an observatory, with the cultural arts and traditions. It is, and it's surrounded by eight pueblos. It's an amazing place to be if you are from Saskatchewan, or if you're from somewhere else. Truly is, so he thinks a program like this and for him, it's always a two-way street and he wants students to be impacted by what we do here as much as he wants students to be impacted by going elsewhere. So, the NSE program, he thinks is one link in this broader chain of providing opportunities for our students here and elsewhere and the other way around, students coming here. So, he is inspired, but the different things that we can do as a college to provide experiences for our students and then basically open up to the world what we

might want to keep secret, right, in Northern New Mexico, because it really is, as someone from California, he is blown away each and every day. When you were speaking and he was paying attention but he was counting, he was up to 40 and then stopped counting, universities and colleges where he has friends and colleagues at these places. Now, all the California schools, for sure but other places as well. As an archaeologist connected to a broad network of anthropologists in general, we know that field experiences are important and we know each other. In Santa Fe alone, there are 400 retired anthropologists. People that have traveled the globe but decided in their retirement to settle here. If you're from here, you understand this, but when you come from another place, you, I think are impacted in ways, and like this Californian, this is where he will die. Not today, he keeps saying that but this is where he will, you know, my daughter's here, my wife's here and he just feels that not only the culture but the welcoming atmosphere of this place is perfect, we have a perfect college to host as well. So, he would like to build that infrastructure and he would like to help do that and private donors love to provide money for students to gain these types of experiences, these types of experiences that they have themselves. I was able to, at Cal State LA, get a private donor to fund five students each year. It was about $5,000, $6,000 a year to go anywhere to study ecology, environment, archaeology, paleontology in the world and they love that we'd bring the students back, we bring the donors in. The students would present their experiences, and it's like immediate gratification. Oh, I sent that student to somewhere in the globe, and it's completely transformed their lives. So, thank you for presenting this. He wants the regents to know as a scholar, as an academic, and as an administrative leader, these are types of thinks he would like to do, he is glad you talked about this three years ago and he is glad you haven't implemented honestly, because selfishly he could not be part of this and help shepherd this through. President Balderas stated he would like to thank Dr. Vellanoweth thanked Chairman Martin and congratulated Ms. McCormick and stated Chairman Martin and Dr. West because he thinks what, translating what they just said, we are going to now operationalize this.

Regent Velarde asked what the maximum students who can do this. Ms. McCormick stated we do not have one. The student must be pursuing their Bachelors degree. This would not work for Associate students. Regent Velarde stated this could change their mind to pursue a Bachelor's Degree. Ms. McCormick stated absolutely and as long as they have a 2.5 GPA and in good standing with our campus. Our students would be working with a NSE coordinator at the host institution on the classes we would be taking. We work with the hypothetical NSE coordinator on this campus on this campus to make sure the credits would transfer and counted towards the degree of the student. There is no limit on the students we sent out. Eventually, when the reciprocal part of the exchange comes, and she would love to have students coming here too, then typically you try to match close to the number you are sending out and as she mentioned, she would like to make sure we doing this well and right but she could potentially see this as a recruitment tool for us because part of the reason she went to NMSU as her undergrad is there was

no really, study abroad or education opportunity, education abroad opportunity around here. She does want to mention NMSU and UNM are part of this program as well.

Regent Archuleta asked how that affects our numbers. Ms. McCormick stated they are still counted. There would likely be a code and we are talking with UNM to see how they do it. They are coded on exchanged but still students with NNMC.

Regent Velarde stated she has her own little anecdotal story. When she was in 8th grade, she had a friend who here older sister went to NMSU and she had done this exchange program and she was living in Florida and she was working at Disney World and she was like a typical northern kid, had never been anywhere really, except for the Panhandle because her Nina lived there. Then you go to Amarillo and Panama, it's really not that, like wow. So that was the first time she'd ever really left this State because they invited her to go in a Winnebago. So, they went through all of those states she had never and so that was such an amazing trip to her and it was so cool to listen to her sister tell them the stories of, you know, all the fun she had working at Disney World and going to college in Florida as opposed to New Mexico. So, this is, she thinks an amazing opportunity for our students, because traveling and being exposed to other cultures, other people, other opportunities is really life changing. Ms. McCormick stated it really is, and she thought of how would brand it. Eagles Go Global, because our Eagles are flying and getting this other worldly experience which is just so, so important today. Students are deserving as much as a student at State and UNM and she would like our students to have this opportunity.

XII. EXECUTIVE SESSION

None.

XIII. VOTE TO REOPEN MEETING - Certification that only those matters described in the Executive Session Agenda were discussed in the closed session; if necessary, final action with regard to certain matters will be taken in Open Session

None.

XIV. ADJOURNMENT

Chairman stated he would like to commend everyone for the new Board Room it is so nice.

Chairman Martin entertained a motion to adjourn.

Regent Velarde moved to adjourn. Second – Regent Gurule. Regent Gurule – second. A roll call vote was taken. Chairman Martin – yes, Regent Velarde – yes, Regent Archuleta – no response, Regent Gurule – yes. Motion passed unanimously.

The Board of Regents adjourned at 10:13AM.

_____
Michael A. Martin
Chairman

_____
Erica Rita Velarde
Vice Chair

NORTHERN New Mexico College

FISCAL YEAR 2026 (FY26) – BUDGET ADJUSTMENTS

EXPENSE	Original Budget	Adjustments	Adjusted Budget
EX010A General Academic Instruction	8,754,850	2,743,811	11,498,661
EX010B Vocational-Technical Instruction	1,993,642	884,027	2,877,669
EX010D Other Instruction	688,589	332,677	1,021,266
EX011A Library	358,849	-	358,849
EX011C Academic and Curriculum Development	193,347	-	193,347
EX011D Academic Administration	488,590	(49,240)	439,350
EX011F Other Academic Support	21,482	(2,846)	18,636
EX012A Student Services Administration	-	525,495	525,495
EX012B Counseling and Career Guidance	903,671	(190,784)	712,887
EX012C Financial Aid Adminstration	791,770	(131,186)	660,584
EX012D Student Admission and Records	1,074,005	160,000	1,234,005
EX012E Supplementary Educational Services	3,329,192	945,256	4,274,448
EX013A Executive Managment	1,891,452	(539,502)	1,351,950
EX013B Fiscal Operations	2,095,149	(10,238)	2,084,911
EX013C General Administrative and Logistical Services	1,750,070	115,768	1,865,838
EX013D Public Relations and Development	731,145	(144,179)	586,966
EX013E Other Institutional Support		121,482	121,482
EX014A Operations and Maintenance of Plant	2,668,980	111	2,669,091
TOTAL	**27,734,783**	**4,760,652**	**32,495,435**
EX015A Student Life and Cultural	134,586	3,457	138,043
EX016A Research	37,861	319,904	357,765
EX017A Public Service	489,877	209,861	699,738
EX018A Internal Service	1,059,176	(11)	1,059,165
EX019A Student Aid and Grants	4,906,801	68,919	4,975,720
EX020A Auxiliary Enterprises	317,418	3,063	320,481
EX021A Intercollegiate Athletics	767,252	7,440	774,692
Total	**7,712,971**	**612,634**	**8,325,605**
Current Total	**35,447,754**	**5,373,285**	**40,821,039**
EX094A Renewal and Replacement	480,000	713795.15	1,193,795
EX096A Investment in Plant	20,261,920	2182972.2	22,444,892
Plant Total	**20,741,920**	**2,896,767**	**23,638,687**

Company: NNMC Northern New Mexico College
Plan Structure: CHESS Financial Plan Structure
Plan Name: FY2026 Northern New Mexico College Financial Plan
Status: Available

Budget Amendment	Amendment ID	Plan	Plan Structure	Company or Company Hierarchy for Budget Amendment	Period	Status	Amendment Date	Amendment Type	Description	Total Debits	Total Credits	Currency
Budget Amendment: 2026 - CHESS Financial Plan Structure on 01/01/2026 : NNBA-1000000461	NNBA-1000000461	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	01/01/2026	Temporary Amendment	Budget Increase - New SBDC grant GR102072	150,848.00	150,848.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 12/16/2025 : NNBA-1000000448	NNBA-1000000448	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	12/16/2025	Temporary Amendment	Budget Increase MOU GR104037	25,000.00	25,000.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 12/04/2025 : NNBA-1000000446	NNBA-1000000446	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	12/04/2025	Temporary Amendment	Budget Increase - Carryover GR104027	177,656.70	177,656.70	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 01/14/2026 : NNBA-1000000464	NNBA-1000000464	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	01/14/2026	Temporary Amendment	Budget Clean Up	70,348.99	70,348.99	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 07/01/2025 : NNBA-1000000428	NNBA-1000000428	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	07/01/2025	Temporary Amendment	Budget Increase Carry Forward GR102039	20,325.33	20,325.33	USD

Budget Amendment	Amendment ID	Plan	Plan Structure	Company or Company Hierarchy for Budget Amendment	Period	Status	Amendment Date	Amendment Type	Description	Total Debits	Total Credits	Currency
Budget Amendment: 2026 - CHESS Financial Plan Structure on 12/18/2025 : NNBA-1000000449	NNBA-1000000449	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	12/18/2025	Temporary Amendment	FY26 Faculty Senate Stipends	1,600.00	1,600.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 06/11/2025 : NNBA-1000000416	NNBA-1000000416	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	06/11/2025	Temporary Amendment	Athletics Clean Up BAR	326,546.00	326,546.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 11/13/2025 : NNBA-1000000432	NNBA-1000000432	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	11/13/2025	Temporary Amendment	Line to Line Adjustment	37,494.00	37,494.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 07/14/2025 : NNBA-1000000369	NNBA-1000000369	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	07/14/2025	Permanent Amendment	Correction to Original Budget (Veteran's Center/Stem Initiative)	250,400.00	250,400.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 08/14/2025 : NNBA-1000000375	NNBA-1000000375	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	08/14/2025	Temporary Amendment	Budget Increase GR102050 FY26	50,000.00	50,000.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 10/02/2025 : NNBA-1000000414	NNBA-1000000414	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	10/02/2025	Temporary Amendment	Budget Increase-Donation to Engineering	12,693.00	12,693.00	USD

Budget Amendment	Amendment ID	Plan	Plan Structure	Company or Company Hierarchy for Budget Amendment	Period	Status	Amendment Date	Amendment Type	Description	Total Debits	Total Credits	Currency
Budget Amendment: 2026 - CHESS Financial Plan Structure on 08/27/2025 : NNBA-1000000380	NNBA-1000000380	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	08/27/2025	Temporary Amendment	Budget Increase - GR104035 NCCER Grant	9,000.00	9,000.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 08/19/2025 : NNBA-1000000376	NNBA-1000000376	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	08/19/2025	Temporary Amendment	Budget Increase State BR&R Allocation FY26	384,649.64	384,649.64	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 01/09/2026 : NNBA-1000000456	NNBA-1000000456	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	01/09/2026	Temporary Amendment	Mid-Year Clean Up BAR	2,023,692.00	2,023,692.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 01/15/2026 : NNBA-1000000465	NNBA-1000000465	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	01/15/2026	Temporary Amendment	Move 1 spend category to the other	3,000.00	3,000.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 10/10/2025 : NNBA-1000000417	NNBA-1000000417	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	10/10/2025	Temporary Amendment	Correction to Miscellaneous Revenue which should be EX019A	240,000.00	120,000.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 01/15/2026 : NNBA-1000000466	NNBA-1000000466	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	01/15/2026	Temporary Amendment	Description Move I&G funds from SC0001 to SC0035	4,000.00	4,000.00	USD

Budget Amendment	Amendment ID	Plan	Plan Structure	Company or Company Hierarchy for Budget Amendment	Period	Status	Amendment Date	Amendment Type	Description	Total Debits	Total Credits	Currency
Budget Amendment: 2026 - CHESS Financial Plan Structure on 09/08/2025 : NNBA-1000000387	NNBA-1000000387	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	09/08/2025	Temporary Amendment	Budget Increase - GR104009 Davis NM Scholars FY26	30,000.00	30,000.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 07/01/2025 : NNBA-1000000445	NNBA-1000000445	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	07/01/2025	Temporary Amendment	Budget Increase - carry forward GR104031	1,619.07	1,619.07	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 11/12/2025 : NNBA-1000000429	NNBA-1000000429	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	11/12/2025	Temporary Amendment	Line to line adjustment	132,663.00	132,663.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 11/12/2025 : NNBA-1000000430	NNBA-1000000430	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	11/12/2025	Temporary Amendment	Line to Line Adjustment	460,000.00	460,000.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 11/12/2025 : NNBA-1000000431	NNBA-1000000431	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	11/12/2025	Temporary Amendment	Line to Line Adjustment	197,835.00	197,835.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 10/16/2025 : NNBA-1000000420	NNBA-1000000420	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	10/16/2025	Permanent Amendment	Cover cost of ACEN accreditation fee	100.00	100.00	USD

Budget Amendment	Amendment ID	Plan	Plan Structure	Company or Company Hierarchy for Budget Amendment	Period	Status	Amendment Date	Amendment Type	Description	Total Debits	Total Credits	Currency
Budget Amendment: 2026 - CHESS Financial Plan Structure on 07/01/2025 : NNBA-1000000413	NNBA-1000000413	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	07/01/2025	Temporary Amendment	Budget Increase - Carry Forward GR104032	9,089.22	9,089.22	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 01/15/2026 : NNBA-1000000467	NNBA-1000000467	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	01/15/2026	Permanent Amendment	move funds to cover cost of warranty for simulation mannikin	1,500.00	1,500.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 09/09/2025 : NNBA-1000000388	NNBA-1000000388	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	09/09/2025	Temporary Amendment	Moving over funds to purchase NNMC gear.	2,000.00	2,000.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 11/17/2025 : NNBA-1000000435	NNBA-1000000435	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	11/17/2025	Temporary Amendment	Correc. to previous BAR	3,112.00	3,602.53	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 07/01/2025 : NNBA-1000000423	NNBA-1000000423	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	07/01/2025	Temporary Amendment	Budget Increase FY25 Balance GR102043 PJ1000018	5,893,665.74	5,893,665.74	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 08/27/2025 : NNBA-1000000379	NNBA-1000000379	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	08/27/2025	Permanent Amendment	Line to Line Adjustment- Brenda Janot	12,675.00	12,675.00	USD

Budget Amendment	Amendment ID	Plan	Plan Structure	Company or Company Hierarchy for Budget Amendment	Period	Status	Amendment Date	Amendment Type	Description	Total Debits	Total Credits	Currency
Budget Amendment: 2026 - CHESS Financial Plan Structure on 11/17/2025 : NNBA-1000000436	NNBA-1000000436	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	11/17/2025	Temporary Amendment	Correc. based on previous BAR	0.00	277.91	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 01/20/2026 : NNBA-1000000470	NNBA-1000000470	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	01/20/2026	Permanent Amendment	to cover cost of subscription to survey monkey	300.00	300.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 07/01/2025 : NNBA-1000000373	NNBA-1000000373	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	07/01/2025	Temporary Amendment	Budget Increase PED Teacher Residency 2025-2026	1,612,250.00	1,612,250.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 12/04/2025 : NNBA-1000000447	NNBA-1000000447	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	12/04/2025	Temporary Amendment	Budget Increase - New Award GR101067	21,197.32	21,197.32	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 11/16/2025 : NNBA-1000000433	NNBA-1000000433	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	11/16/2025	Temporary Amendment	Line to Line Adjustment	77,004.00	77,004.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 11/17/2025 : NNBA-1000000434	NNBA-1000000434	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	11/17/2025	Temporary Amendment	Budget Decrease based on YTD Actuals	768.44	0.00	USD

Budget Amendment	Amendment ID	Plan	Plan Structure	Company or Company Hierarchy for Budget Amendment	Period	Status	Amendment Date	Amendment Type	Description	Total Debits	Total Credits	Currency
Budget Amendment: 2026 - CHESS Financial Plan Structure on 07/01/2025 : NNBA-1000000389	NNBA-1000000389	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	07/01/2025	Temporary Amendment	Budget Increase - GR101018 Perkins Redistribution	66,973.76	66,973.76	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 12/01/2025 : NNBA-1000000469	NNBA-1000000469	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	12/01/2025	Temporary Amendment	Budget Increase - New Award GR104038	30,000.00	30,000.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 07/31/2025 : NNBA-1000000371	NNBA-1000000371	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	07/31/2025	Permanent Amendment	Budget Increase (erroneously left out $819.00 in original budget expenses)	813.00	0.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 07/01/2025 : NNBA-1000000421	NNBA-1000000421	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	07/01/2025	Temporary Amendment	Budget Decrease Carry Forward GR102030 PJ1000010	151,500.00	151,500.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 07/01/2025 : NNBA-1000000366	NNBA-1000000366	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	07/01/2025	Temporary Amendment	Budget Increase INBRE Nandy PPN GR101064	68,455.00	68,455.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 08/25/2025 : NNBA-1000000378	NNBA-1000000378	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	08/25/2025	Permanent Amendment	Move funds from professional development to IT Equipment - Non-Capital (<$5k)	5,000.00	5,000.00	USD

Budget Amendment	Amendment ID	Plan	Plan Structure	Company or Company Hierarchy for Budget Amendment	Period	Status	Amendment Date	Amendment Type	Description	Total Debits	Total Credits	Currency
Budget Amendment: 2026 - CHESS Financial Plan Structure on 12/01/2025 : NNBA-1000000468	NNBA-1000000468	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	12/01/2025	Temporary Amendment	Budget Increase - GR101069 PED Teacher Residency Incentive FY26	67,500.00	67,500.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 01/12/2026 : NNBA-1000000458	NNBA-1000000458	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	01/12/2026	Permanent Amendment	To cover the cost of marketig funds	20,000.00	20,000.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 07/01/2025 : NNBA-1000000365	NNBA-1000000365	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	07/01/2025	Temporary Amendment	Budget Increase - INBRE Liaison GR101063	120,947.00	120,947.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 07/01/2025 : NNBA-1000000367	NNBA-1000000367	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	07/01/2025	Temporary Amendment	Decrease 2025 Amphitheater Construction Projects by AIPP	1,000,000.00	1,000,000.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 09/16/2025 : NNBA-1000000398	NNBA-1000000398	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	09/16/2025	Temporary Amendment	Budget Decrease based on FY26 subaward GR101055	15,000.00	15,000.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 09/16/2025 : NNBA-1000000399	NNBA-1000000399	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	09/16/2025	Temporary Amendment	Budget Decrease - GR101053 reduce to carry forward budget only	258,500.96	258,500.96	USD

Budget Amendment	Amendment ID	Plan	Plan Structure	Company or Company Hierarchy for Budget Amendment	Period	Status	Amendment Date	Amendment Type	Description	Total Debits	Total Credits	Currency
Budget Amendment: 2026 - CHESS Financial Plan Structure on 07/01/2025 : NNBA-1000000472	NNBA-1000000472	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	07/01/2025	Temporary Amendment	Budget Increase - GR101065 INBRE West Carryover	144,801.52	144,801.52	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 08/01/2025 : NNBA-1000000412	NNBA-1000000412	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	08/01/2025	Temporary Amendment	Budget Increase GR101062 TANF IET	30,628.00	30,628.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 07/01/2025 : NNBA-1000000443	NNBA-1000000443	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	07/01/2025	Temporary Amendment	Budget Increase - Carry Over GR102026 PJ1000005 STB HVAC System Improvement	950,738.83	950,738.83	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 09/16/2025 : NNBA-1000000397	NNBA-1000000397	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	09/16/2025	Temporary Amendment	Budget Decrease - New INBRE grant budgets loaded in Workday	49,277.00	49,277.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 09/22/2025 : NNBA-1000000401	NNBA-1000000401	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	09/22/2025	Permanent Amendment	Correction to Student Senate	14,829.00	14,829.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 08/13/2025 : NNBA-1000000374	NNBA-1000000374	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	08/13/2025	Temporary Amendment	Budget Increase GR102060 DWS Pre-Apprenticeship Carpentry Program 25-26	100,000.00	100,000.00	USD

Budget Amendment	Amendment ID	Plan	Plan Structure	Company or Company Hierarchy for Budget Amendment	Period	Status	Amendment Date	Amendment Type	Description	Total Debits	Total Credits	Currency
Budget Amendment: 2026 - CHESS Financial Plan Structure on 12/12/2025 : NNBA-1000000451	NNBA-1000000451	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	12/12/2025	Temporary Amendment	Budget Increase - GR101070 TANF ABE FY26 New Award	18,542.00	18,542.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 01/26/2026 : NNBA-1000000473	NNBA-1000000473	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	01/26/2026	Temporary Amendment	Budget Increase - PJ1000008 ZH5210 State BR&R	59,095.01	59,095.01	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 09/16/2025 : NNBA-1000000391	NNBA-1000000391	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	09/16/2025	Temporary Amendment	Budget Decrease - Reverse budget load Title V Grants	1,425,055.00	1,425,055.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 07/01/2025 : NNBA-1000000392	NNBA-1000000392	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	07/01/2025	Temporary Amendment	Budget Increase - Carry forward balance to FY26	376,588.40	376,588.40	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 08/28/2025 : NNBA-1000000381	NNBA-1000000381	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	08/28/2025	Permanent Amendment	to cover costs of IT (computers, monitors, etc)	5,000.00	5,000.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 07/01/2025 : NNBA-1000000394	NNBA-1000000394	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	07/01/2025	Temporary Amendment	Budget Increase - Carry forward balance to FY26	459,845.81	459,845.81	USD

Budget Amendment	Amendment ID	Plan	Plan Structure	Company or Company Hierarchy for Budget Amendment	Period	Status	Amendment Date	Amendment Type	Description	Total Debits	Total Credits	Currency
Budget Amendment: 2026 - CHESS Financial Plan Structure on 07/01/2025 : NNBA-1000000442	NNBA-1000000442	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	07/01/2025	Temporary Amendment	Budget Increase - Carry Forward GR101046 CSLFRF	692,332.30	692,332.30	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 09/23/2025 : NNBA-1000000403	NNBA-1000000403	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	09/23/2025	Temporary Amendment	Budget Increase - Carry Forward GR101038	144,294.00	144,294.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 07/01/2025 : NNBA-1000000424	NNBA-1000000424	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	07/01/2025	Temporary Amendment	Budget Increase (Carry Forward) GR102058 EMNRD LDES	876,480.00	876,480.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 09/05/2025 : NNBA-1000000386	NNBA-1000000386	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	09/05/2025	Permanent Amendment	Transfer money to meals for presentations	1,000.00	1,000.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 09/16/2025 : NNBA-1000000396	NNBA-1000000396	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	09/16/2025	Temporary Amendment	Line Item amendment to add grant worktag to revenue line	1,571.00	1,571.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 07/01/2025 : NNBA-1000000427	NNBA-1000000427	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	07/01/2025	Temporary Amendment	Budget Increase GR102013 Budget Carry Forward	47,438.49	47,438.49	USD

Budget Amendment	Amendment ID	Plan	Plan Structure	Company or Company Hierarchy for Budget Amendment	Period	Status	Amendment Date	Amendment Type	Description	Total Debits	Total Credits	Currency
Budget Amendment: 2026 - CHESS Financial Plan Structure on 11/19/2025 : NNBA-1000000439	NNBA-1000000439	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	11/19/2025	Temporary Amendment	Line to Line Adjustment	115,228.00	115,228.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 07/01/2025 : NNBA-1000000425	NNBA-1000000425	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	07/01/2025	Temporary Amendment	Budget Increase - GR104005 NM Film Giveback Carry Forward	57,997.00	57,997.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 09/16/2025 : NNBA-1000000395	NNBA-1000000395	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	09/16/2025	Temporary Amendment	Budget Increase Budget carry forward to FY26	852,012.89	852,012.89	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 07/01/2025 : NNBA-1000000438	NNBA-1000000438	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	07/01/2025	Temporary Amendment	Budget Increase - Carry Forward GR102025 PJ1000004 GOB Parking Drain Infrastructure Improvements	1,521,726.49	1,521,726.49	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 10/17/2025 : NNBA-1000000426	NNBA-1000000426	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	10/17/2025	Temporary Amendment	Budget Increase - Supplemental funding GR101064 INBRE	35,373.00	35,373.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 01/23/2026 : NNBA-1000000471	NNBA-1000000471	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	01/23/2026	Temporary Amendment	Budget Increase-Based on projected student fees	15,000.00	15,000.00	USD

Budget Amendment	Amendment ID	Plan	Plan Structure	Company or Company Hierarchy for Budget Amendment	Period	Status	Amendment Date	Amendment Type	Description	Total Debits	Total Credits	Currency
Budget Amendment: 2026 - CHESS Financial Plan Structure on 09/22/2025 : NNBA-1000000400	NNBA-1000000400	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	09/22/2025	Temporary Amendment	Budget Increase GR101043 NAEYC FY26	43,205.00	43,205.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 07/01/2025 : NNBA-1000000382	NNBA-1000000382	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	07/01/2025	Temporary Amendment	Budget Increase AE Federal grant, GR101061	191,686.00	191,686.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 09/22/2025 : NNBA-1000000402	NNBA-1000000402	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	09/22/2025	Temporary Amendment	Budget Decrease GR101038 EOC GAN	232,050.00	232,050.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 09/15/2025 : NNBA-1000000390	NNBA-1000000390	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	09/15/2025	Temporary Amendment	NM GRO Funds	987,346.00	0.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 11/18/2025 : NNBA-1000000437	NNBA-1000000437	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	11/18/2025	Temporary Amendment	Budget Prior Year Revenue:	2,621.47	2,621.47	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 09/16/2025 : NNBA-1000000393	NNBA-1000000393	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	09/16/2025	Temporary Amendment	Budget Increase - Carry forward balance to FY26	910,312.04	910,312.04	USD

Budget Amendment	Amendment ID	Plan	Plan Structure	Company or Company Hierarchy for Budget Amendment	Period	Status	Amendment Date	Amendment Type	Description	Total Debits	Total Credits	Currency
Budget Amendment: 2026 - CHESS Financial Plan Structure on 07/01/2025 : NNBA-1000000408	NNBA-1000000408	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	07/01/2025	Temporary Amendment	Budget Increase - Budget Carry Forward GR101032	64,229.92	64,229.92	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 07/01/2025 : NNBA-1000000409	NNBA-1000000409	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	07/01/2025	Temporary Amendment	Line Item Adjustment - move federal grants revenue to associated grant worktags	781,931.00	781,931.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 09/04/2025 : NNBA-1000000384	NNBA-1000000384	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	09/04/2025	Temporary Amendment	Budget Increase GR102069 IET Pilot Phlebotomy 25-26	12,000.00	12,000.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 07/01/2025 : NNBA-1000000383	NNBA-1000000383	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	07/01/2025	Temporary Amendment	Budget Increase GR102067 AE IET Pilot FY26	61,189.00	61,189.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 09/24/2025 : NNBA-1000000405	NNBA-1000000405	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	09/24/2025	Temporary Amendment	Budget Increase - GR102070 IET Electrical	19,500.00	19,500.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 01/05/2026 : NNBA-1000000450	NNBA-1000000450	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	01/05/2026	Temporary Amendment	Budget Increase- Donation	5,821.80	5,821.80	USD

Budget Amendment	Amendment ID	Plan	Plan Structure	Company or Company Hierarchy for Budget Amendment	Period	Status	Amendment Date	Amendment Type	Description	Total Debits	Total Credits	Currency
Budget Amendment: 2026 - CHESS Financial Plan Structure on 07/01/2025 : NNBA-1000000406	NNBA-1000000406	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	07/01/2025	Temporary Amendment	Budget Increase - Budget Carry Forward GR101034	261,976.40	261,976.40	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 07/01/2025 : NNBA-1000000441	NNBA-1000000441	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	07/01/2025	Temporary Amendment	Budget Increase - Carry Forward GR104030 Con Alma	30,000.00	30,000.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 01/12/2026 : NNBA-1000000459	NNBA-1000000459	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	01/12/2026	Temporary Amendment	Line to Line Adjustment	758.00	758.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 01/12/2026 : NNBA-1000000460	NNBA-1000000460	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	01/12/2026	Temporary Amendment	Move I&G funds from SC0001 to SC0077	10,000.00	10,000.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 01/09/2026 : NNBA-1000000455	NNBA-1000000455	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	01/09/2026	Temporary Amendment	Mid-Year Clean Up BAR	2,023,692.00	2,023,692.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 01/09/2026 : NNBA-1000000457	NNBA-1000000457	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	01/09/2026	Temporary Amendment	Mid-Year Clean Up BAR	2,023,692.00	2,023,692.00	USD

Budget Amendment	Amendment ID	Plan	Plan Structure	Company or Company Hierarchy for Budget Amendment	Period	Status	Amendment Date	Amendment Type	Description	Total Debits	Total Credits	Currency
Budget Amendment: 2026 - CHESS Financial Plan Structure on 07/01/2025 : NNBA-1000000372	NNBA-1000000372	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	07/01/2025	Temporary Amendment	Budget Decrease AE State FY26	343,338.00	343,338.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 01/14/2026 : NNBA-1000000462	NNBA-1000000462	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	01/14/2026	Temporary Amendment	Budget Increase - New grant funds GR101071 TANF IET Phlebotomy	9,000.00	9,000.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 01/14/2026 : NNBA-1000000463	NNBA-1000000463	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	01/14/2026	Temporary Amendment	BUDGET CLEAN UP	32,502.82	32,502.82	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 12/03/2025 : NNBA-1000000444	NNBA-1000000444	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	12/03/2025	Temporary Amendment	Budget Increase - Math & Science Indirect cost balance	13,395.00	13,395.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 07/01/2025 : NNBA-1000000419	NNBA-1000000419	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	07/01/2025	Temporary Amendment	Budget Increase - GR102027 PJ1000009 (Carry Forward)	752,090.62	752,090.62	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 07/01/2025 : NNBA-1000000422	NNBA-1000000422	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	07/01/2025	Temporary Amendment	Budget amendment to add project and grant worktags	6,000,000.00	6,000,000.00	USD

Budget Amendment	Amendment ID	Plan	Plan Structure	Company or Company Hierarchy for Budget Amendment	Period	Status	Amendment Date	Amendment Type	Description	Total Debits	Total Credits	Currency
Budget Amendment: 2026 - CHESS Financial Plan Structure on 09/24/2025 : NNBA-1000000404	NNBA-1000000404	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	09/24/2025	Temporary Amendment	Budget decrease - GR102069 IET Pilot Phlebotomy	8,925.00	8,925.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 07/01/2025 : NNBA-1000000407	NNBA-1000000407	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	07/01/2025	Temporary Amendment	Budget Increase - Budget Carry Forward GR101031	48,710.61	48,710.61	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 07/01/2025 : NNBA-1000000370	NNBA-1000000370	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	07/01/2025	Temporary Amendment	Budget Increase - ZH5210 State BR&R	270,050.50	270,050.50	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 07/01/2025 : NNBA-1000000410	NNBA-1000000410	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	07/01/2025	Temporary Amendment	Budget Increase - Carry Forward GR101037	1,255,071.61	1,255,071.61	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 11/20/2025 : NNBA-1000000440	NNBA-1000000440	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	11/20/2025	Temporary Amendment	Line to Line Adjustment	7,053.00	7,053.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 09/24/2025 : NNBA-1000000411	NNBA-1000000411	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	09/24/2025	Temporary Amendment	Budget Decrease-based on P.Y. Revenue	2,276.00	2,276.00	USD

Budget Amendment	Amendment ID	Plan	Plan Structure	Company or Company Hierarchy for Budget Amendment	Period	Status	Amendment Date	Amendment Type	Description	Total Debits	Total Credits	Currency
Budget Amendment: 2026 - CHESS Financial Plan Structure on 10/06/2025 : NNBA-1000000415	NNBA-1000000415	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	10/06/2025	Temporary Amendment	To cvoer cost of nursing student uniforms	650.00	650.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 08/01/2025 : NNBA-1000000377	NNBA-1000000377	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	08/01/2025	Temporary Amendment	Budget Increase GR101066 NMC, Inc PWDI Phase III	152,220.00	152,220.00	USD
Budget Amendment: 2026 - CHESS Financial Plan Structure on 08/26/2025 : NNBA-1000000418	NNBA-1000000418	FY2026 Northern New Mexico College Financial Plan	CHESS Financial Plan Structure	NNMC Northern New Mexico College	2026 Year (FY2026 Northern New Mexico College Financial Plan)	Available	08/26/2025	Temporary Amendment	Budget Increase - GR104034 RDC Workforce Training	26,000.00	26,000.00	USD

Supported by the Higher Education Regents Coalition

New Mexico Higher Education 2026 Legislative Session Unified Request

Recurring Requests

Formula funding a **4.7% increase** in formula funding, **$42.5 million.** This increase is base upon inflation at 3.7% and 1.0% additional funding to address skyrocketing health insurance costs.

Compensation Increase Equivalent to State Agencies a COLA for all employees, allowing institution flexibility to implement an 'average' increase, **$12.7 million** for each percentage increase.

Legislative Mandates **Fully fund** any mandates that require new institutional services, including enhanced employee benefits.

Non-Recurring Requests

Campus Safety **$20.0 million** for campus safety equipment including access controls, many of our older buildings must be retrofitted for updated control systems.

Expanded Cybersecurity **$13.1 million**, working in conjunction with HED and DoIT, to assist in protecting institutions from cyber threats.

Building Renewal & Replacement **$100 million**, to address deferred maintenance and building demolition.

Equipment Renewal & Replacement **$10 million**, for instruction and general equipment.

Sector Specific Requests

Workforce Training; Paid Internships and Apprenticeships The regional four-year institutions and the community colleges are gathering data to demonstrate the ROI of the NM GRO funding. We will request predictable, sustainable funding in the 2027 Session.

Innovation Hub Package **$100.0 million** appropriated to the Economic Development Department to support New Mexico's competitiveness with our research universities and national labs.

Technology Enhancement Fund **continued support** for TEF.

Language Request

We request the legislature adopt language requiring the Public Education Department to provide funding up to the standard tuition rate to post-secondary institutions for dual credit students.

New Mexico Funding Formula Fast Facts

- Each 1.0% of formula funding generates approximately $9.0 million
- Each 1.0% tuition increase generates approximately $4.9 million
- Each 1.0% of formula funding is equivalent to a 1.8% tuition increase

We respectfully ask the state to continue funding student tuition programs that drive success, retention, and completion in New Mexico.

New Mexico Higher Education
2026 Legislative Session Unified Request

Higher Ed Request	LFC Recommendation	Exec Recommendatin
Recurring Requests		
4.7% Funding Formula Increase	4.7%	3.4%
Compensation Increase similar to state agencies	1%	1%
1% for Increasing Health Insurance	0%	0%
Non Recurring Requests		
Campus Safety - $20 million	$0	$0
Expanded Cyber Security - $13.1 million	$5 million for State Agencie, Public and Higher Education	$21 million for State Agencies , Public and Higher Education
Building Renewal and Replacement - $100 million	$20 million	$0
Equipment Renewal and Replacement - $10 million	$3 million	$0
Innovation Hub Package - $100 million	$11.6 million EDD - Science and Tech Startups and R&D $30 million EDD - Innovation Hubs $16.4 million EDD - Quantum Benchmarking $40 million EDD - Research and Development Deployment Fund	$5.0 million EDD - Quantum Venture Studio $20 million EDD - Research and Development Deployment Fund $49.3 million EDD - Quantum Benchmarking
Technology Enhancement Fund Continued Support	$0	$ 3 million
Language Request		
Dual Credit language tuition rate reimbursement	NA	NA

Northern New Mexico College

FY26 Base & RPSP (Section 4)	FY26	FY27 HED Rec	Change	Executive Rec	Change	LFC	Change
I&G	14,296,800	15,301,116	7.0%	14,822,590	3.7%	14,754,284	3.2%
Athletics	582,700	582,700	0.0%	582,700	0.0%	582,700	-
Teacher Pipeline	250,000	250,000	0.0%	250,000	0.0%	250,000	-
STEM	125,200	125,200	0.0%	125,200	0.0%	125,200	-
Nurse expansion	947,000	975,410	3.0%	975,410	3.0%	975,410	3.0%
Demonstration Farm	50,000	50,000	0.0%	50,000	0.0%	50,000	-
Arts, cultural engagement, sus agg	50,000	50,000	0.0%	50,000	0.0%	50,000	-
Career Services Center (NEW)	-	400,000	#DIV/0!	250,000			
Structured Literacy Coordinator (NEW)	-	125,000	#DIV/0!	125,000			
Total	**16,301,700**	**17,859,426**	**9.6%**	**17,230,900**	**5.70%**	**16,787,594**	**3.0%**

	HED	Exec	LFC
Formula	283,788	165,526	378,384
Non-Formula	720,528	360,264	79,100
RPSP	553,410	403,410	28,410
Total Change	1,557,726	929,200	485,894

Office of the Provost
NORTHERN New Mexico College

MEMORANDUM

To: Board of Regents - Northern New Mexico College

From: Dr. René Vellanoweth, Provost, and VP for Academic Affairs

Date: January 30, 2026

Re: Approval of a Certificate in Technical Trades (Carpentry)

Issue

Northern New Mexico Branch Community College wants to offer a Certificate in Technical Trades (Carpentry) by Spring of 2026.

Overview

The attached document discusses the needs and characteristics for this Certificate in this region. These programs were developed in an effort to address the human resource needs of this growing industry and continue to offer our students access to the emerging trends in carpentry. The certificate is an essential step for NNMC to respond to this demand.

The implementation costs of this program will be covered by Mill-Levy revenue. Moreover, students who graduate with this certificate will help NNMC acquire credit for these accomplishments in the NM funding formula.

This certificate has been vetted and recommended by the Faculty Senate, the Provost and the President.

Recommendation

I recommend that the Board of Regents approve the new Certificate in Technical Trades (Carpentry).

NOTE: The website will have the most current version.

New_Acad_Signature Approval Form

Northern New Mexico College
New Degree Program
Signature Approval Form
Spring 2026

First Phase of Approvals Academic Departments Collects Signatures	
Office of the Provost 1st Review / X / Approval to Implement / / Denial / / Approval Pending Additional Planning	Sign Date 12/17/25
Justification	
External Advisory Committee Chair / X / Yes / / No	Sign Dan Gerry
Justification Program meets workforce demand in the region served	Date 1/5/2026
Branch Community College Internal Faculty Committee Chair / X / Yes / / No	
Justification	Date 1/5/2026
Second Phase of Approvals Academic Department Collects Signatures	Sign
Office of the Provost 2nd Review / X / Approval to Implement / / Denial / / Approval Pending Additional Planning	Date 1/8/26
Justification	Sign
Librarian / Yes / / No Martin Shupla	Date 1/6/26
Justification	
Assessment Office / / Yes / / No	Sign
Justification	Date 1/12/26
Registrar / X / Yes / / No	Sign
Justification	Date 1/6/2026
Financial Aid / ✓ / Yes / / No	Sign Sondra Adams
Justification	Date 1-6-26
Distance Ed Director / ✓ / Yes / / No	Sign Sondra Adams
Justification	Date 1-6-26
Facilities Director / / Yes / / No	Sign
Justification	Date 1-6-26

Institutional Research / ✓ / Yes / / No	Sign Carmela Sanchez
Justification	Date 1/12/26
Human Resources / ✓ / Yes / / No	Sign Stephanie A Sandoval
Justification	Date 1/8/2025
VP for Finance and Administration / / Yes / / No CFO	Sign
Justification	Date 1/8/2026
Office of the Provost / ✓ / Approval to Implement / / Denial / / Approval Pending Additional Planning	Sign
Justification	Date 1/14/2026
FINAL APPROVALS Provost Office Collects Signatures	Sign
Office of the President / / Approval to Implement / / Denial / / Approval Pending Additional Planning	Date
Justification for approval or denial	Sign
Board of Regents / / Approval / / Denial / / Approval Pending Additional Planning	Date
Justification for approval or denial	
Mandatory Meeting: Initiator of the Program Proposal calls for a meeting with the Office of the Provost, HLC ALO, Registrar, Institutional Effectiveness, and Financial Aid	Sign
Feedback to Institution	Date
	Sign
	Date
	Date

Office of the Provost
NORTHERN New Mexico College

Branch Community College

Academic Program Policy Addendum

Purpose
To provide a consistent methodology for developing and implementing new academic programs, including certificates, associate degrees, and bachelor's degrees.

Policy
The Board of Regents approves all new academic programs offered by the Northern New Mexico College (NNMC). All new academic programs proposals must follow the procedure developed by the NNMC Administration (described in the **NNMC New Academic Program Flow Chart**). Proposals will follow the template **New Academic Program Approval Form** in this policy. All Proposals shall comply at a minimum with the **Criteria for New Academic Program Approval** of this policy.

Procedures
New Academic Proposals are to be submitted on **New_Acad_Program_Form** and will follow the steps of the New Academic Program Approval Process Flow Chart in this policy. Upon completion of all the steps in the flowchart, the Board of Regents will make one of three recommendations regarding the Proposal:

1. Denial
2. Approval Pending Additional Planning
3. Approval

A partially completed proposal may be submitted to obtain an "Approval Pending Additional Planning" status to the Office of the Provost, which will determine the degree of the feasibility of offering a particular academic program. If the Office of the Provost approves "pending additional planning," then a complete proposal may be submitted to the rest of the process in the Flow Chart.

When all steps have been completed, the Office of the President will submit all Academic Program Proposals to the Board of Regents at their next regularly scheduled meeting for their first reading. When the Board of Regents has no significant concerns or suggested changes, the Office of the President will re-submit the Proposal to them at their next regularly scheduled meeting for final approval.

Denial will be recommended for proposals that do not meet the criteria for new program development or which are missing key data elements or contain concerns that may be addressed in a resubmission.

Approval Pending Additional Planning will be recommended for proposals that, while meeting other of the criteria, provide evidence that key programmatic components and/or resources are not in place to implement the program.

In order to receive implementation approval, relevant evidence must be presented to the Office of the Provost in a subsequent status report that the key programmatic components and/or resources are no longer missing. After such evidence has been provided, the Proposal may continue with the approval process

Approval will be recommended for proposals that meet all criteria for new program development. No further submissions will be required, and, subsequent to Board approval, institutions may offer the new program at a date no sooner than that stipulated in the Proposal.

Implementation A new academic program will be implemented after the Higher Education Department, the Higher Learning Commission, and the U.S. Department of Education have approved the program for implementation. Depending on the nature of the program, other agencies may need to support or approved the program before implementation. The program shall not be marketed in any form until all external approvals have been granted.

Criteria for New Academic Program Approval

1. The proposed program relates to the institutional mission statement as contained in the Strategic Plan.

2. The proposed program does not duplicate other NNMC offerings or, otherwise, provides a convincing rationale for doing so.

3. There is evidence that planning for the proposed program has been a collaborative process involving academic units and offices of planning and budgeting at the institutional level, as well as external advisory committees, representatives of the community, surveys and/or other analysis which verifies the demand and support for said Proposal, etc.

4. The Proposal provides a reasonable timetable of events leading to the implementation of the proposed program.

5. The Proposal provides evidence that there is a need for more people to be educated in this program at this level.

6. The Proposal contains reasonable estimates of headcount and FTE students who will major in

the proposed program.

7. The Proposal provides an appropriate, sequenced, and described course of study.

8. For bachelor's programs, the total number of credit hours does not exceed 120;; otherwise, the Proposal provides a reasonable argument for an exception to the 120 credit hours maximum.

9. The program meets the General Education requirements in New Mexico, when applicable, and maximizes the number of courses that are included in the common course system in New Mexico.

10. The proposed program relates to specific institutional strengths such as programs of emphasis, other academic programs, and/or institutes and centers.

11. If there have been program reviews or accreditation visits in the discipline pertinent to the proposed program or in related disciplines, the Proposal cites recommendations that were made and provides evidence that progress has been made in implementing those recommendations.

12. The Proposal provides evidence that the institution has analyzed the feasibility of providing all or a portion of the proposed program through distance learning technologies via its own technological capabilities as well as through collaboration with other universities.

13. The Proposal provides evidence of sustainability in terms of enrollment revenues versus the cost of the program. It also provides a complete and reasonable budget, reflecting the text of the Proposal. Costs for the program should reflect costs associated with similar programs at other HED institutions.

14. The Proposal provides evidence that the faculty, in aggregate, have the necessary experience and research activity to sustain the program.

15. The Proposal provides evidence that, if appropriate, there is a commitment to hiring additional faculty in later years, based on estimated enrollments.

16. The Proposal provides evidence that library resources are sufficient to initiate the program.

17. The Proposal provides evidence that classroom, teaching laboratory, research laboratory, office, and any other type of space that is necessary for the proposed program is sufficient to initiate the program.

18. The Proposal provides evidence that necessary and sufficient equipment to initiate the program is available.

19. The Proposal provides evidence that, if appropriate, fellowships and scholarships are sufficient to initiate the program.

20. The Proposal provides evidence that, if appropriate, clinical and internship sites have been arranged.

21. The Proposal provides a complete and reasonable budget, reflecting the text of the Proposal. Costs for the program should reflect costs associated with similar programs at other Higher Education institutions.

22. In the event that resources within the institution are redirected to support the new program, the Proposal indicates the source from which funds will be redirected and provides evidence that such redirection will not have a negative impact on other programs.

23. The Proposal provides evidence that community college articulation has been addressed and ensured, when applicable.

24. For disciplines where specialized accreditation is available, the Proposal indicates whether the institution will seek such accreditation for the proposed program. If the institution indicates that specialized program accreditation will not be sought, adequate justification is provided.

25. The Proposal provides evidence that the academic unit(s) associated with a new degree has been productive in teaching, service, scholarship, and research, where appropriate.

Northern New Mexico College
New Degree Program Approval
Form Version Fall 2023

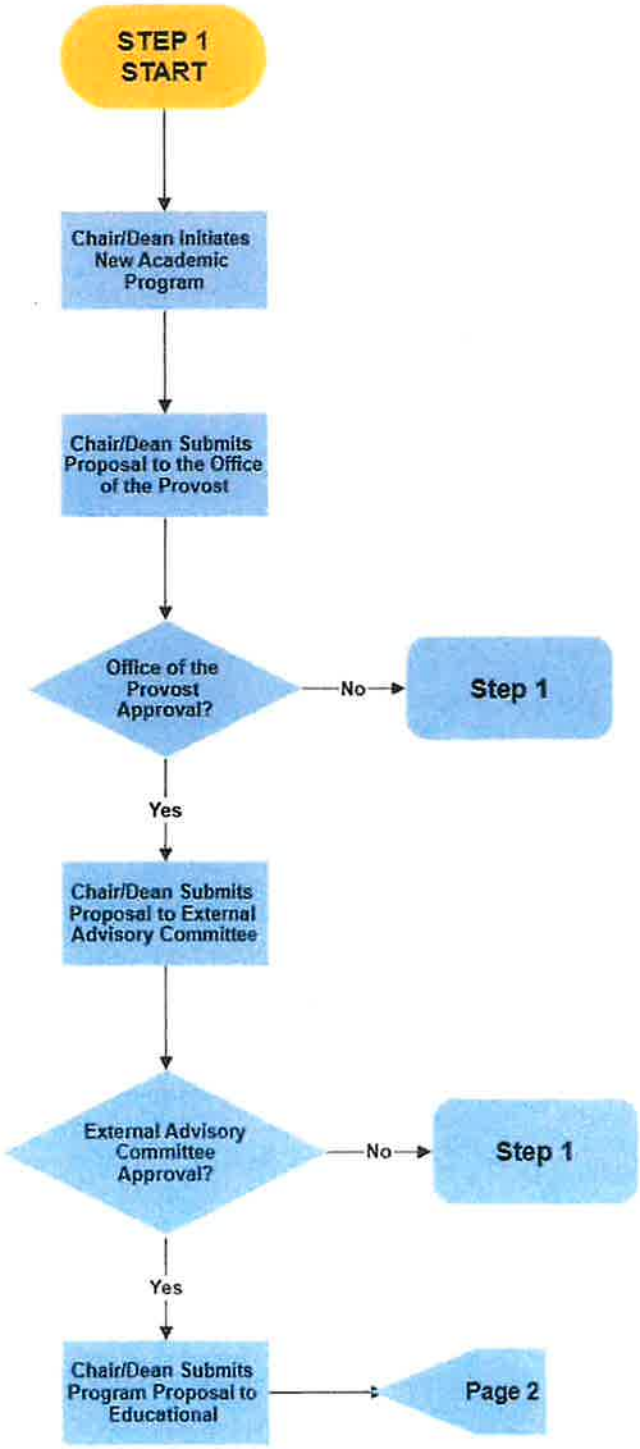
	Type in the designated areas. Please do not alter any element of the form.				
1	Initiator:	Joseph Padilla		Date:	
2	Subject area:	Carpentry			
3	Academic division:	Technical Trades			
4	Proposed title for New Curriculum Program: **Certificate of Technical Trades (Carpentry Technology)**				
5	To begin:2026	Semester:	Spring	Academic Year:	2026
6	Degree or certificate to be offered: **Certificate of Technical Trades (Carpentry Technology**				
7	**Provide the Program Catalog Description:** The Carpentry Technology Certificate program provides students with foundational skills and knowledge necessary for entry-level positions in the carpentry and construction industries. Students will learn essential techniques in framing, cabinetry, blueprint reading, and safety procedures. The program combines classroom instruction with hands-on training to develop practical skills in measuring, cutting, assembling, and installing various building components.				
8	Please provide a tentative timeline for program implementation (including a **Gantt Chart**) **Attached**				
	NEED				
9	Describe and provide evidence that the program is needed by the local and regional community (including job availability data) and provide evidence that there is student demand for the program. Respond to what are opportunities, external to the College, that support the new program (e.g., employer data, demographics, numbers of prospective students, market trends for the field, etc.) **See Appendix D** Provide the Score Cards from Gray Associates for the related CIP codes for this program in Appendix D. **See Appendix D**				
10	Provide evidence and explain how the degree/credential proposed (bachelor vs associate vs certificate) is the correct fit for the program proposed. Provide the complete degree sheet of the program in Appendix A (Part I). Additionally, provide the Curriculum Efficiency Analysis in Appendix A (Part II). **To determine the appropriate degree or credential for a carpentry program, several factors need consideration: depth of knowledge required, career goals, time commitment, and practical skills acquisition.**				

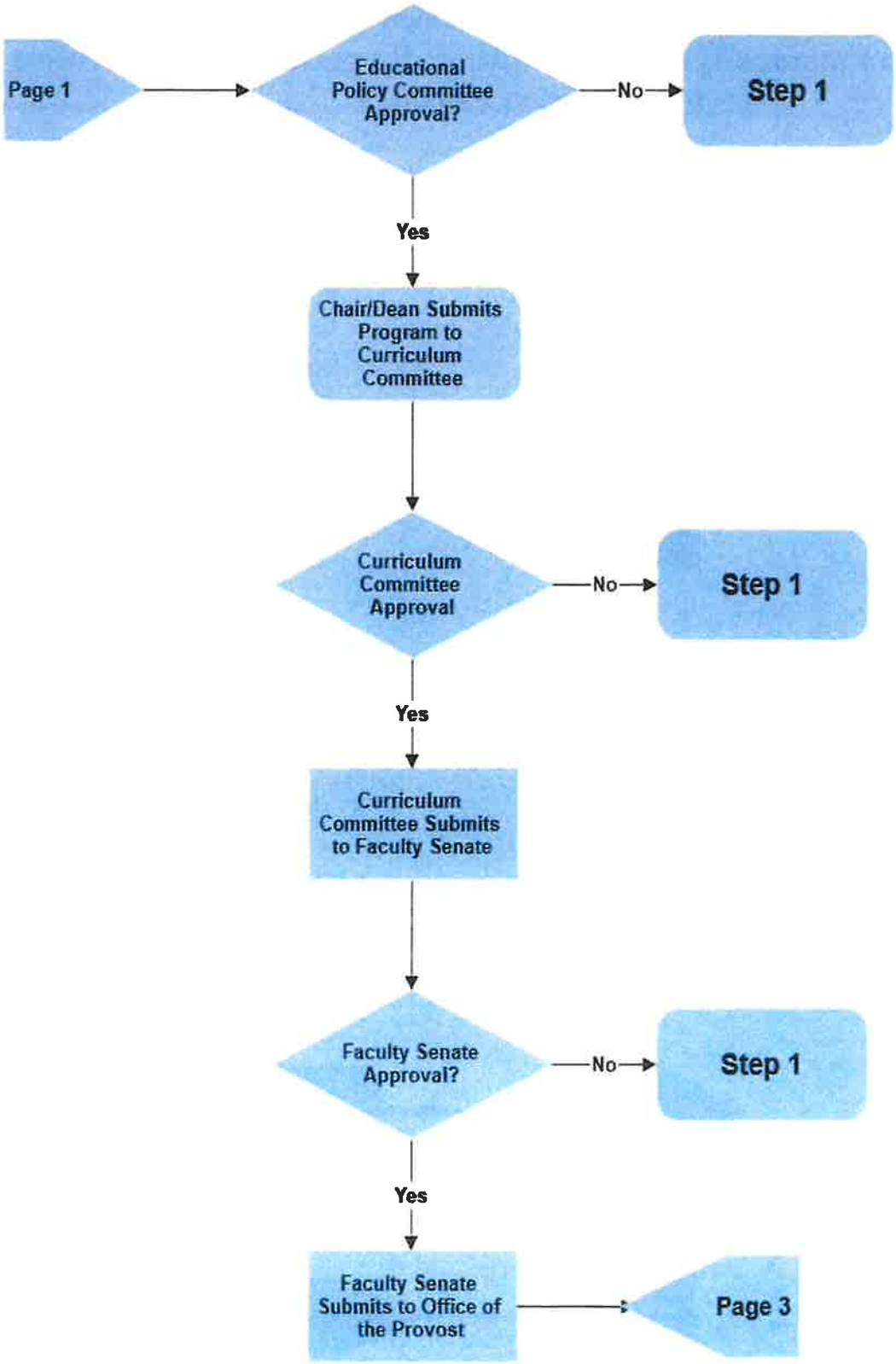
	Certificate Programs: Certificate programs in carpentry focus on hands-on training and specific skill sets. These programs are shorter in duration compared to degrees, often ranging from a few months to a year. They are ideal for individuals who want to quickly acquire specific carpentry skills, such as framing, cabinetry, or finish carpentry, and enter the workforce swiftly. Certificate programs are also suitable for those who are already working in construction and want to enhance their skills or specialize in a particular area. For a carpentry program, the correct fit of degree/credential depends on the individual's goals, career aspirations, and time commitment. If someone aims for managerial positions or desires a broader understanding of construction principles, a bachelor's degree might be the best choice. If the priority is to enter the workforce promptly with a solid foundation in carpentry skills, an associate's degree or certificate program would be more suitable. This pathway is planned for the Branch Community College Technical Trades Department that provides certificates and two-year degrees for workforce readiness. The Certificate proposed is the second phase of a construction program in Carpentry with the Associate of Science Degree the first phase and in place. The certificate phase will offer specialization in carpentry to serve the regional workforce needs and community activities and functions. The Certificate in Carpentry is part of the goal established by Branch community college, the South-West Carpenters Union and the New Mexico Department of Workforce Solutions Pre Apprenticeship programs. The Carpenters Union has aided with the development of this certificate to establish a trained workforce that can come out of this certificate program and go directly into the Carpenters Union as an apprentice. The State of New Mexico Department of Workforce Solutions has authorized NNMC to establish this certificate program as a state sponsored pre-apprenticeship program that will feed into the Carpenter Union's full apprenticeship program and also meet private contractors workforce needs as well.
11	What are the College's strengths that would support offering the program (e.g., trained staff, facilities, adequate budget, sustainability, etc.)?**trained staff, good relations with trade union unions**
12	What are the College's weaknesses that must be overcome to offer the program? **Facility for program**
14	What are the threats external to the College that would need to be dealt with (e.g., demographic shifts, new regulations, new infrastructure, etc.)? **Travel to remote locations to instruct**
15	Describe how the program fits with College's mission, strategic goals, and strategic initiatives
	CURRICULUM
16	Program mission: **The Pre-Apprenticeship Academic Certificate in Carpentry is dedicated to equipping aspiring tradespeople with foundational knowledge, technical skills, and industry awareness necessary to meet the evolving workforce demands of the construction and building industries. Through comprehensive, hands-on training and academic instruction, the program prepares participants to succeed as entry-level carpenters, fostering a pipeline of skilled labor capable of supporting sustainable economic growth, safety standards, and innovative building practices. Our mission is to empower individuals with the competencies, work ethic, and professionalism essential for a rewarding career in carpentry, thereby addressing workforce shortages and advancing the construction industry's capacity for quality, efficiency, and resilience.**
17	Provide the program objectives, provide the curricular degree sheet, and syllabi for all courses (syllabi are needed before it goes to the External Advisory Committee) **Curricular Degree Sheet and Syllabi Attached**

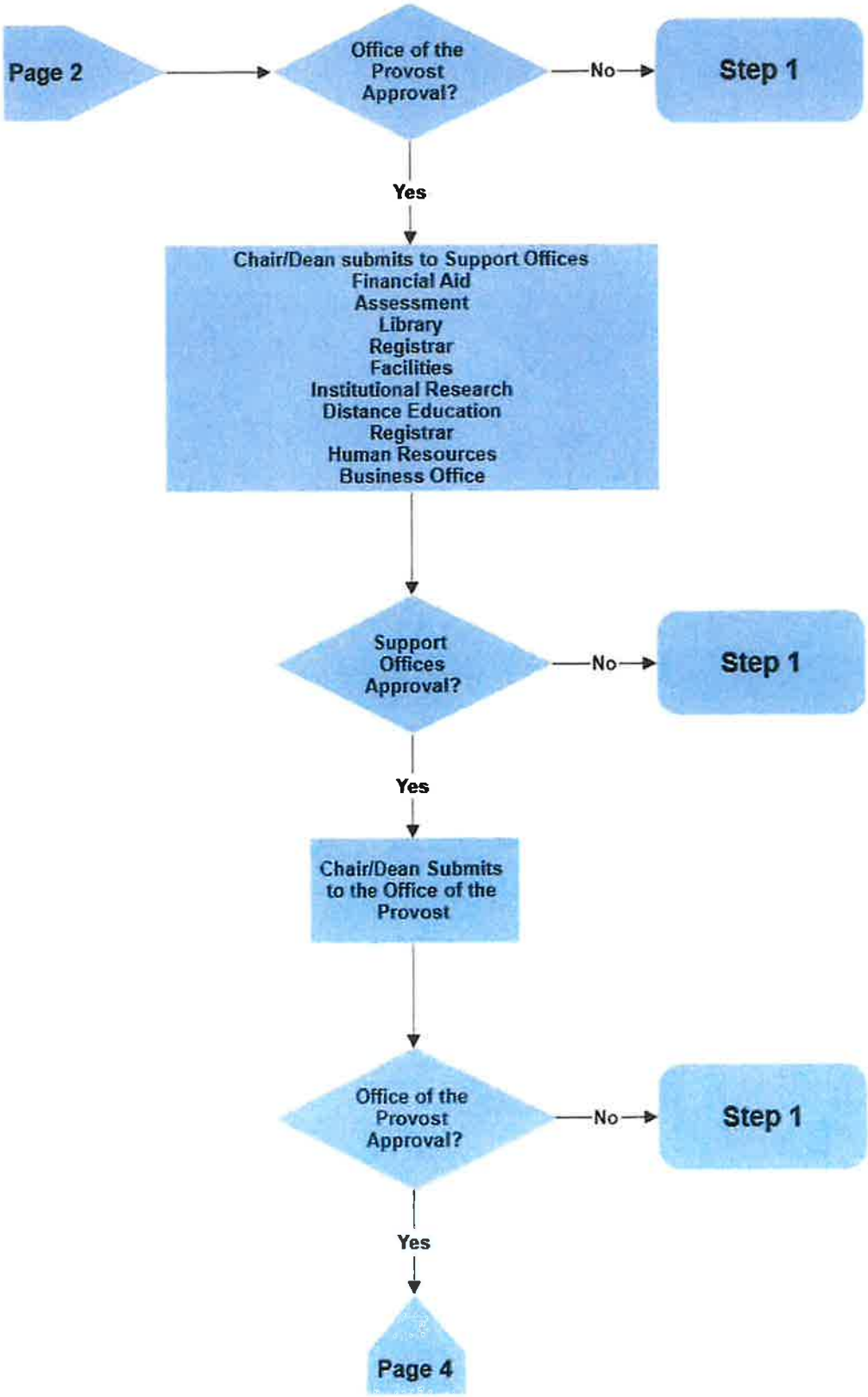
18	List the Program-level Student Learning Outcomes. **See Program Assessment Plan Appendix B part II**
19	Curriculum matrix (outcomes by courses in the major). Provide this as Appendix B (Part I) **See Appendix B part I**
20	Describe the coordination with other College programs; **Coordination with other college programs includes scheduling academic core content courses required of this program that does not conflict with core content scheduled courses. Additionally, coordination with other trade programs will be done to limit the space use of Laboratory facilities and needed lecture space. Where possible, use of learning equipment will be shared with other departments and courses that offer like core content will be considered for course substitutions on an individual basis.**
21	Explain the articulation agreements that the program will have with programs offered by other institutions: The New Mexico Higher Education Department currently is adopting a common course identifier program in Trade courses. This pathway has been completed. Courses identified in this pathway have the same course description and the same learning outcomes of these trade courses in all post-secondary institutions in New Mexico for transferability purposes. Additionally, this content is approved by the Southwest Carpentry #1319 Union to met the needs of their apprentices. **See Carpentry MOU Addendum**.
22	What plans is the plan for the delivery of courses modalities (e.g., distance education, face to face, hybrid, others)? Please provide an analysis of the competition that the program will have based on the selected delivery modality. **Trade courses are more successful face to face with direct, hands on learning. Online modalities will be utilized only for theoretical lectures and descriptive examples. Hybrid modalities will be used for student cohorts that have distance gaps for attendance. Laboratory lessons will occur face to face with lessons leading, describing and explaining a hands on function can be offered through media functions.**
23	Describe the standards and practices that will be implemented for Prior Learning Assessment (PLA) within this program. See **Credit for Prior Learning Addendum** attached and at: https://nnmc.edu/wp-content/uploads/2023/09/Credit_for_Prior_Learning_Guidelines_9.23.pdf
24	Describe the membership of the External Advisory Committee and the role that they have played in the development of Curriculum and Program-Level Student Learning Outcomes. **An External Advisory Committee includes the Southwest Carpenters Union #1319 who have worked with the Chair of Trades to develop a curriculum and instructional pathway that will meet the needs of industry and have pledged to continue this service through a Memorandum of Understanding. A Second External Committee is the Workforce Integration network (WIN)**
25	Please indicate if this program falls within the umbrella of another program currently offered (for example, if the new program is an associate degree that consists of a subset of courses already offered by one or more bachelor programs, or whether the program is the result of a combination of courses already offered by the institution through other programs). Please indicate if a new CIP code is needed or already exists under the CIP codes approved for NNMC. **This is a stand-alone program that will need a CIP code approved for NNMC: 46.0201 Carpentry/Carpenter. Architecture & Construction**
	ASSESSMENT
26	Plan for program assessment and evaluation of program-level student learning outcomes. Provide this section in Appendix B (Part II) **See Appendix B (Part II)**
	SUPPORT AND SUSTAINABILITY
27	Describe the faculty will serve in this program and their credentials. Please describe if new faculty is needed. If no new faculty members are needed, please describe how the current

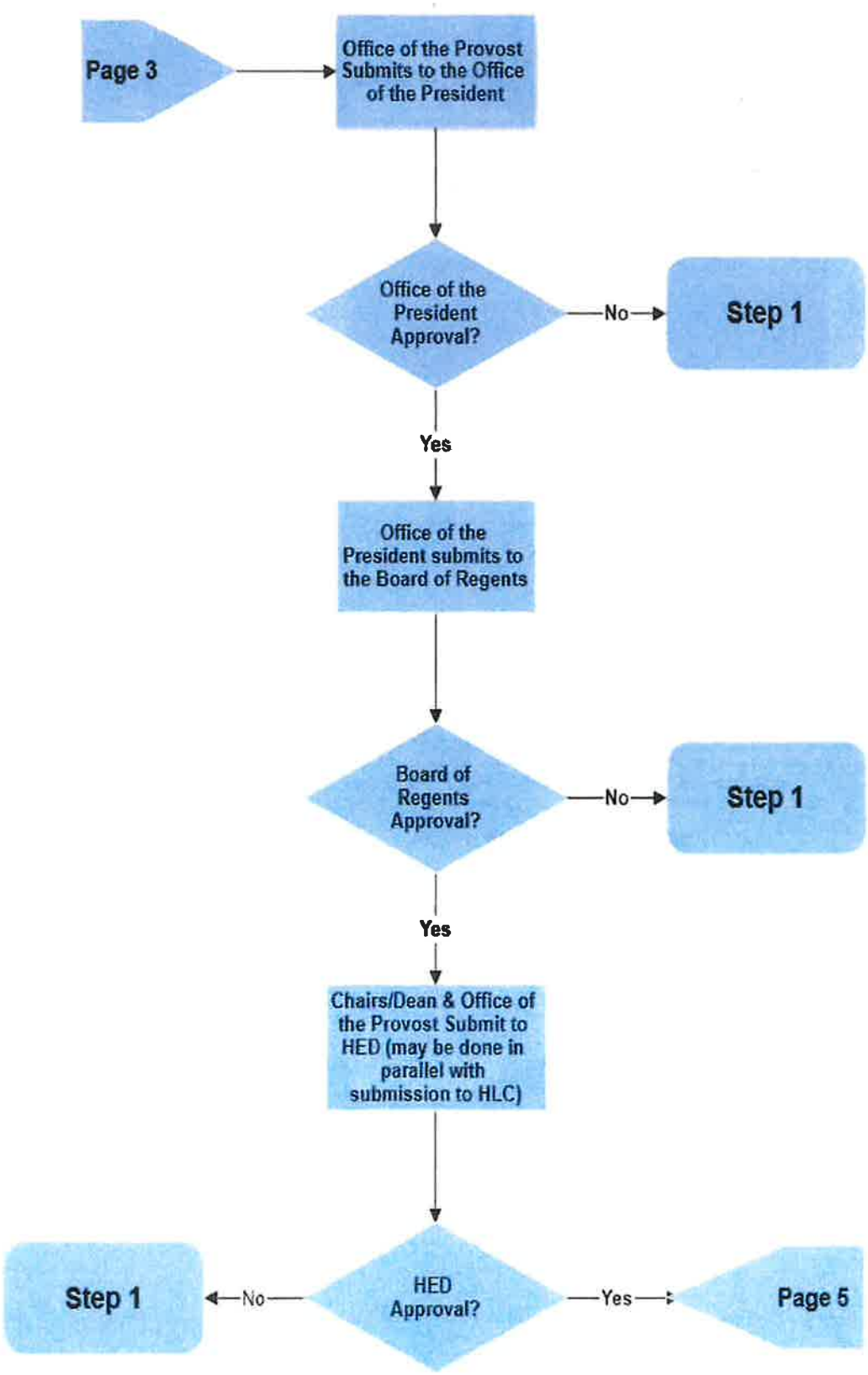
	faculty will serve this program and what will be the impact in the current areas that those faculty members are serving . **The current Journeyman level Carpentry Instructor will be able to offer the 15 credit course rotation of this certificate**
28	Describe precisely facility needs including, but not limited to identifying the office space for full-time faculty, adjunct faculty, administrative assistants. Identify the classrooms, labs, and instrumentation that this program will be required **The program has two locations identified to operate. 1. El Rito campus. An old wood shop exists with carpentry power equipment, there are donated pieces of equipment and new equipment purchased for on credit training. The saw dust exhaust system will need to be reactivated and connected to equipment. There is a new compressor but the airlines will need to be reconnected. There is substantial cleaning required 2. Espanola Campus. There is a current non-credit woodworking program with a functioning shop and the equipment to start a program in place. Office space availability exists at either campus. The EL Rito campus can serve the Northern Communities of New Mexico. The Espanola campus can serve the Espanola Valley High School dual credit trade program and adults form surrounding communities.**
29	Describe the annual budget for this program for the first five years, the projected enrollment per year (including new headcounts part-time, full-time, graduates, dropouts), and the projected revenue. Include spreadsheets and explain clearly the assumptions. Please provide this section in **Appendix C**.
30	Describe the plans for sustainability (including a five-year enrollment projection with revenue and cost projections) **Appendix C**
31	Describe the strategic enrollment plan for the program and how it is aligned with the college strategic enrollment plan **The Department will coordinate with the NNMC Communication and Marketing department to relay the opportunities of this program regionally through a media marketing campaign. The effort will also include the support and endorsement of the Southwest Carpentry Union #1319 and the New Mexico Northern Regional Development Corporation. These organizations have multiple employers for placement of students once trained in this pathway. The pathway to a carpentry apprenticeship/employment will be highlighted. The pathway will be introduced to the secondary school districts and offered as dual credit to build future enrollment capacity.**
32	Explain what external agencies (other than the Higher Education Department, the Higher Learning Commission, the U.S. Department of Education) need to approve (or must be notified) before the implementation of the program. **N/A**

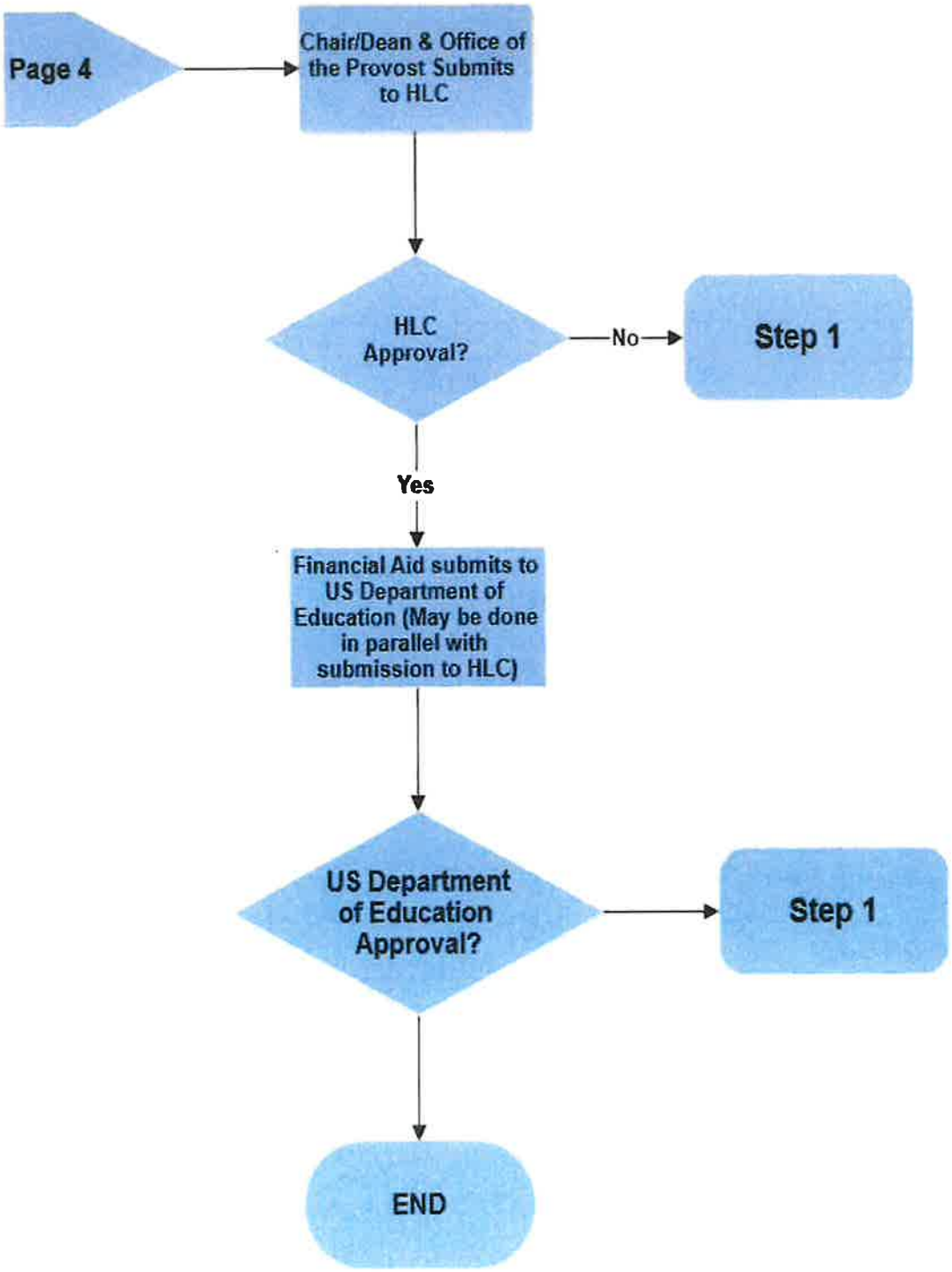
Northern New Mexico College
Branch Community College Academic Program Approval Process – Version Fall 2023




Page 1
Educational Policy Committee Approval?
No
Step 1
Yes
Chair/Dean Submits Program to Curriculum Committee
Curriculum Committee Approval
No
Step 1
Yes
Curriculum Committee Submits to Faculty Senate
Faculty Senate Approval?
No
Step 1
Yes
Faculty Senate Submits to Office of the Provost
Page 3


Page 2
Office of the Provost Approval?
No
Step 1
Yes
Chair/Dean submits to Support Offices
Financial Aid
Assessment
Library
Registrar
Facilities
Institutional Research
Distance Education
Registrar
Human Resources
Business Office
Support Offices Approval?
No
Step 1
Yes
Chair/Dean Submits to the Office of the Provost
Office of the Provost Approval?
No
Step 1
Yes
Page 4


Page 3
Office of the Provost Submits to the Office of the President
Office of the President Approval?
No
Step 1
Yes
Office of the President submits to the Board of Regents
Board of Regents Approval?
No
Step 1
Yes
Chairs/Dean & Office of the Provost Submit to HED (may be done in parallel with submission to HLC)
HED Approval?
No
Step 1
Yes
Page 5


Page 4
Chair/Dean & Office of the Provost Submits to HLC
HLC Approval?
No
Step 1
Yes
Financial Aid submits to US Department of Education (May be done in parallel with submission to HLC)
US Department of Education Approval?
Step 1
END

NORTHERN NEW MEXICO COLLEGE

DRAFT

DEGREE SHEET / 2025-2026 CATALOG
Student name:
Eagle ID:
Eagle Email:
Phone:

Certificate of
Technical Trades (Carpentry Technology)

The Carpentry Technology Certificate program provides students with foundational skills and knowledge necessary for entry-level positions in the carpentry and construction industries. Students will learn essential techniques in framing, cabinetry, blueprint reading, and safety procedures. The program combines classroom instruction with hands-on training to develop practical skills in measuring, cutting, assembling, and installing various building components.

PROGRAM REQUIREMENTS (15 Credits)	SEMESTER	GRADE
CNST 1110 General Carpentry (3) *Pre-requisite: None*		
CNST 1170 Construction Methods I (4) *Pre-requisite: CNST 1110 General Carpentry*		
CNST 1270 Construction Methods II (4) *Pre-requisite: CNST 1170 Construction Methods I*		
CNST 1370 Construction Methods III (4) *Pre-requisite: CNST 1270 Construction Methods II*		
TOTAL CREDITS 15		
ADVISOR APPROVAL	**DATE**	

SUGGESTED SEQUENCE OF COURSES

FIRST SEMESTER (15 Credits)
CNST 1110 General Carpentry (3)
CNST 1170 Construction Methods I (4)
CNST 1270 Construction Methods II (4)
CNST 1370 Construction Methods III (4)

NORTHERN NEW MEXICO COLLEGE

CNST 1110 Syllabus

Course Number **Course Name**	CNST 1110 General Carpentry
Credit Value (Breakdown of theory and lab credits)	3 (1 Theory 2 Lab)
Catalog Course Description	This course will have two components: a classroom segment, where carpentry concepts will be explored, and a hands-on segment where students will be able to participate in the actual construction of a structure. Habitat for Humanity has generously offered one of their projects as a "hands-on" site.
Student Learning Outcomes/Objectives /Competencies of the Course	1. Identify and define various elements of a Structural Wood Wall. 2. Build Structural and non-load bearing Walls and Partitions using OSHA compliant safety practices. 3. Size floor joists and roof rafters according to local building codes. 4. Hang and "Trim Out" Doors and Windows for Residential Construction Projects. 5. Choose construction project foundations.
College-Wide Student Learning Outcomes	*Quantitative Reasoning* *Critical Thought*

Credit Hour Statement:
This is a 3-credit course consisting of 1 credit of Theory and 2 credits of Lab. Learners will be engaged in 11 credit hours of work per week. This includes 50 minutes of instructional delivery for the Theory component and 300 minutes of experiential learning for the Lab component each week, such as demonstrations, supervised tool use, and hands-on carpentry activities. Learners are also expected to complete 200 minutes of additional self-study, including reading, safety review, project preparation, and measurement practice. Additional expectations for student work are described throughout the syllabus.

NORTHERN NEW MEXICO COLLEGE

CNST 1170 Syllabus

Course Number **Course Name**	CNST 1170 Construction Methods I
Credit Value (Breakdown of theory and lab credits)	4 (2 Theory 2 Lab)
Catalog Course Description	This course will focus on carpentry industry, skills, materials, drawings, and documents. Overall safety will be addressed, including the use of hand and power tools. An applied course in foundation, footing, and stem-wall construction. Other topics include cutting and assembly of structural material for floor, wall, and roof systems in accordance with the International Building Code (IBC).
Student Learning Outcomes/Objectives /Competencies of the Course	1. Identify the skills, responsibilities, and job opportunities in carpentry. 2. Explain safety hazards and hazard mitigation in carpentry. 3. Identify various materials and calculate materials needed for a given construction drawing. 4. Demonstrate correct installation and fastening of common building materials in carpentry. 5. Safely use hand and power tools common to carpentry. 6. Interpret common carpentry construction documents.
College-Wide Student Learning Outcomes	*Critical Thought* *Quantitative Reasoning* *Personal and Social Responsibility*

Credit Hour Statement:
This is a 4-credit course consisting of 2 credits of Theory and 2 credits of Lab. Learners will be engaged in 14 credit hours of work per week. The Theory component includes 2 hours of instructional delivery and 4 hours of self-study each week. The Lab component includes 6 hours of experiential learning and 2 hours of additional self-study each week. Student self-study may include reading, safety review, project planning, and measurement practice. Additional expectations for student work are described throughout the syllabus.

NORTHERN NEW MEXICO COLLEGE

CNST 1270 Syllabus

Course Number **Course Name**	CNST 1270 Construction Methods II
Credit Value (Breakdown of theory and lab credits)	4 (1 Theory 3 Lab)
Catalog Course Description	This course is a continuation in construction methods and will focus on both Commercial & Residential carpentry. The proper safety use of hand and power tools will continue in the new subject areas. The student will enhance their skills in the installation of exterior wall and roof finishes, windows, and doors in accordance with the International Building Code (IBC). Students also practice insulation techniques, drywall installation, taping and texture of drywall, trim work, and other finish work in a safety-focused environment.
Student Learning Outcomes/Objectives /Competencies of the Course	1. Demonstrate the correct methods for measuring, to identify the correct materiel to installed. 2. Identify various materials that are needed per the drawing blueprint. (Take off List). 3. Demonstrate correct installation and fastening of common building materials in commercial and residential carpentry. 4. Safely use hand and power tools common in commercial carpentry. 5. Interpret common commercial/residential carpentry construction documents.
College-Wide Student Learning Outcomes	*Critical Thought* *Quantitative Reasoning* *Personal and Social Responsibility*

Credit Hour Statement:
This is a 4-credit course consisting of 1 credit of Theory and 3 credits of Lab. Learners will be engaged in 15 credit hours of work per week. The Theory component includes 1 hour of instructional delivery and 2 hours of self-study each week. The Lab component includes 9 hours of experiential learning and 3 hours of additional self-study each week. Student self-study may include reading, safety review, project planning, and measurement practice. Additional expectations for student work are described throughout the syllabus.

NORTHERN NEW MEXICO COLLEGE

CNST 1370 Syllabus

Course Number **Course Name**	CNST 1370 Construction Methods III
Credit Value (Breakdown of theory and lab credits)	4 (1 Theory 3 Lab)
Catalog Course Description	This course is the third of three methods and is a advanced class in the establishment of footings, slabs, stem walls, vertical and horizontal framework, tilt-up wall systems, and the reinforcement of concrete. The student will learn advance skills in problem solving and leadership skills
Student Learning Outcomes/Objectives /Competencies of the Course	1. Identify the skills, responsibilities, and job opportunities in carpentry. 2. Demonstrate the safety hazards and hazard mitigation in carpentry and on the job site. 3. Identify various materials and calculate materials needed for reinforcement of concrete. 4. Demonstrate correct installation and fastening of common building materials in carpentry 5. Interpret construction drawings, be able to demonstrate the need for a field change order. 6. Demonstrate leadership skills in crew Leadership.
College-Wide Student Learning Outcomes	*Critical Thought* *Quantitative Reasoning* *Personal and Social Responsibility*

Credit Hour Statement:
This is a 4-credit course consisting of 1 credit of Theory and 3 credits of Lab. Learners will be engaged in 15 credit hours of work per week. The Theory component includes 1 hour of instructional delivery and 2 hours of self-study each week. The Lab component includes 9 hours of experiential learning and 3 hours of additional self-study each week. Student self-study may include reading, safety review, project planning, and measurement practice. Additional expectations for student work are described throughout the syllabus.

SOUTHWEST CARPENTERS TRAINING FUND

NORTHERN New Mexico College

Memorandum of Understanding (MOU)
Between
The Southwest Carpenters Training Fund
and Northern New Mexico College

As of August 1, 2023, to support instruction collaboration in New Mexico and to increase Carpentry career opportunities for the community in New Mexico, The Southwest Mountain States Carpenters Training Fund (SWMSCTF) and Northern New Mexico College (NNMC) agree to establish a Joint Educational Venture and Articulation Agreement.

The responsibilities of NNMC and the SWMSCTF are described below.

NNMC

- Develops a Certificate Degree in Carpentry that will lead to an Associate's degree in Technical Trades in Carpentry
- Develops Career Pathways for Dual Credit students in the Carpentry field
- Creates academic pathways and articulations for SWMSCTF apprentices and members of Carpenters Local Union 1319 to pursue an Associate's or Bachelor's degree in Management and Project Management
- Connects NNMC students to the SWMSCTF for career opportunities
- Explores the possibility of an Associate's Degree and Bachelor's Degree in Construction Management
- NNMC will continue to explore other trades and crafts that may be of common interest with the SWMSCTF

SWMSCTF

- Assists NNMC in establishing a Certificate Degree in Carpentry that will lead to an Associate's degree in Technical Trades in Carpentry
- Assists NNMC in developing lab facilities and curriculum in Carpentry
- Assists NNMC with student registration to NNMC courses
- Assists NNMC through the External Advisory Committee for the Trades Programs including, but not limited to, advising, financial aid, and similar support offerings
- Identifies and recommends instructors to teach NNMC for-credit courses in the Carpentry Program.
- SWMSCTF will continue to explore other trades and crafts that may be of common interest with the NNMC

TERM

This MOU shall remain effective until June 30, 2026, unless otherwise terminated by the parties. Parties may terminate participation with six months' advance notice before the semester in which participation ceases. Any such changes must be documented as an amendment to the MOU.

APPROPRIATIONS

The terms of this MOU are contingent on sufficient appropriations and authorization being made by the Legislature of New Mexico, the New Mexico Department of Higher Education, the College, and the Federal Government for the performance of this Agreement. If, for any reason, sufficient appropriations and authorizations are not made, the Agreement shall terminate upon written notice being given by the College. Such termination shall not result in any claim for damages by the SWMSCTF. The College's decision as to whether sufficient appropriations are available shall be accepted by the SWMSCTF and final.

ENTIRE AGREEMENT

This MOU represents the entire understanding between the parties and supersedes any prior agreements or understandings with respect to the subject matter of this Agreement.

SIGNED:

Louis Ontiveros
Executive Director
SWMSCTF

Date: 7/10/2023

Hector Balderas, JD, CFE
President
Northern New Mexico College

Date: July 14, 2023

Contract No. 25-631-8002-00099

STATE OF NEW MEXICO

DEPARTMENT OF WORKFORCE SOLUTIONS

PROFESSIONAL SERVICES CONTRACT # **25-631-8002-00099**

THIS AGREEMENT is made and entered into by and between the State of New Mexico, **Department of Workforce Solutions (NMDWS),** hereinafter referred to as the "Agency," and **Northern New Mexico College**, hereinafter referred to as the "Contractor," and is effective as of the date set forth below upon which it is executed by the signature of the NMDWS Cabinet Secretary.

IT IS AGREED BETWEEN THE PARTIES:

1. Scope of Work.

The following Scope of Work is a result of RFP 25-631-8002-00085 that was issued by the New Mexico Department Workforce Solutions.

The Pre-Apprenticeship Carpentry Program is designed to equip aspiring carpenters with the essential skills, knowledge, and hands-on experience necessary to excel in the carpentry trade. This program addresses the growing need for skilled labor in the construction industry and aims to create a pathway for individuals to enter apprenticeships and ultimately gain full-time employment in carpentry.

Program Objectives

1. Skill Development: Provide participants with fundamental carpentry skills, including reading blueprints, using hand and power tools, framing, roofing, and finishing techniques.
2. Industry Exposure: Introduce participants to the carpentry profession through guest lectures, site visits, and hands-on projects, fostering a deeper understanding of industry standards and practices.
3. Safety Training: Emphasize workplace safety by offering extensive training on proper tool usage, safety equipment, and adherence to OSHA regulations.
4. Job Readiness: Prepare participants for successful entry into apprenticeship programs by providing career counseling, resume workshops, and interview preparation.

Program Structure

The Pre-Apprenticeship Carpentry Program will be a comprehensive 16-week course consisting of:

a. Classroom instruction on carpentry theory and construction practices.
b. Hands-on workshops where participants will complete building projects under the supervision of experienced instructors.
c. Safety training sessions focusing on best practices in the field.

Contract No. 25-631-8002-00099

d. Guest speakers from the carpentry industry who will provide insights and inspiration.

Outcomes and Impact

a. Obtain a certificate of completion recognized by industry stakeholders.
b. Possess a foundational skill set that prepares them for entry into registered apprenticeship programs.
c. Have improved employability prospects within the local construction industry.
d. By bridging the gap between education and employment, this program aims to contribute to the development of a skilled workforce, support economic growth, and enhance the quality of carpentry work in our communities.

Attachment 1 – Additional Requirements is incorporated in this Scope of Work.

2. Compensation.

A. The Agency shall pay the Contractor in full payment for services satisfactorily performed at the rate of one hundred-thousand dollars and no cents ($100,000.00), based upon deliverables, milestones and budget, such compensation not to exceed $100,000.00, excluding gross receipts tax. The New Mexico gross receipts tax levied on the amounts payable under this Agreement totaling $7,625.00 shall be paid by the Agency to the Contractor. **The total amount payable to the Contractor under this Agreement, including gross receipts tax and expenses, shall not exceed $107,625.00. This amount is a maximum and not a guarantee that the work assigned to be performed by Contractor under this Agreement shall equal the amount stated herein. The parties do not intend for the Contractor to continue to provide services without compensation when the total compensation amount is reached. Contractor is responsible for notifying the Agency when the services provided under this Agreement reach the total compensation amount. In no event will the Contractor be paid for services provided in excess of the total compensation amount without this Agreement being amended in writing prior to those services in excess of the total compensation amount being provided.**

B. Payment is subject to availability of funds pursuant to the Appropriations Paragraph set forth below and to any negotiations between the parties from year to year pursuant to Paragraph 1, Scope of Work. All invoices MUST BE received by the Agency no later than fifteen (15) days after the termination of the Fiscal Year in which the services were delivered. Invoices received after such date WILL NOT BE PAID.

C. Contractor must submit a detailed statement accounting for all services performed and expenses incurred. If the Agency finds that the services are not acceptable, within thirty days after the date of receipt of written notice from the Contractor that payment is requested, it shall provide the Contractor a letter of exception explaining the defect or objection to the services and outlining steps the Contractor may take to provide remedial action. Upon certification by the Agency that the services have been received and accepted, payment shall be tendered to the Contractor within thirty days after the date of acceptance. If payment is made by mail, the payment shall be deemed tendered on the date it is postmarked. However, the agency shall not incur late charges, interest, or penalties for failure to make payment within the time specified herein.

Contract No. 25-631-8002-00099

3. Term.

THIS AGREEMENT SHALL NOT BECOME EFFECTIVE OR BINDING UNTIL APPROVED BY THE AGENCY. This Agreement shall terminate one year after execution unless terminated pursuant to paragraph 4 (Termination), or paragraph 5 (Appropriations). In accordance with NMSA 1978, § 13-1-150, no contract term for a professional services contract, including extensions and renewals, shall exceed four years, except as set forth in NMSA 1978, § 13-1-150.

4. Termination.

A. Grounds. The Agency may terminate this Agreement for convenience or cause. The Contractor may only terminate this Agreement based upon the Agency's uncured, material breach of this Agreement.

B. Notice; Agency Opportunity to Cure.

1. Except as otherwise provided in Paragraph (4)(B)(3), the Agency shall give Contractor written notice of termination at least thirty (30) days prior to the intended date of termination.

2. Contractor shall give Agency written notice of termination at least thirty (30) days prior to the intended date of termination, which notice shall (i) identify all the Agency's material breaches of this Agreement upon which the termination is based and (ii) state what the Agency must do to cure such material breaches. Contractor's notice of termination shall only be effective (i) if the Agency does not cure all material breaches within the thirty (30) day notice period or (ii) in the case of material breaches that cannot be cured within thirty (30) days, the Agency does not, within the thirty (30) day notice period, notify the Contractor of its intent to cure and begin with due diligence to cure the material breach.

3. Notwithstanding the foregoing, this Agreement may be terminated immediately upon written notice to the Contractor (i) if the Contractor becomes unable to perform the services contracted for, as determined by the Agency; (ii) if, during the term of this Agreement, the Contractor is suspended or debarred by the State Purchasing Agent; or (iii) the Agreement is terminated pursuant to Paragraph 5, "Appropriations", of this Agreement.

C. Liability. Except as otherwise expressly allowed or provided under this Agreement, the Agency's sole liability upon termination shall be to pay for acceptable work performed prior to the Contractor's receipt or issuance of a notice of termination; provided, however, that a notice of termination shall not nullify or otherwise affect either party's liability for pre-termination defaults under or breaches of this Agreement. The Contractor shall submit an invoice for such work within thirty (30) days of receiving or sending the notice of termination. *THIS PROVISION IS NOT EXCLUSIVE AND DOES NOT WAIVE THE AGENCY'S OTHER LEGAL RIGHTS AND REMEDIES CAUSED BY THE CONTRACTOR'S DEFAULT/BREACH OF THIS AGREEMENT.*

D. Termination Management. Immediately upon receipt by either the Agency or the Contractor of notice of termination of this Agreement, the Contractor shall: 1) not incur any further obligations for salaries, services or any other expenditure of funds under this Agreement without written approval of the Agency; 2) comply with all directives issued by the Agency in the notice of termination as to the performance of work under this Agreement; and 3) take such action as the Agency shall direct for the protection, preservation, retention or transfer of all property titled to the Agency and records generated under this Agreement. Any non-expendable personal property or equipment provided to or purchased by the Contractor with contract funds shall become

property of the Agency upon termination and shall be submitted to the agency as soon as practicable.

5. Appropriations.

The terms of this Agreement are contingent upon sufficient appropriations and authorization being made by the Legislature of New Mexico for the performance of this Agreement. If sufficient appropriations and authorization are not made by the Legislature, this Agreement shall terminate immediately upon written notice being given by the Agency to the Contractor. The Agency's decision as to whether sufficient appropriations are available shall be accepted by the Contractor and shall be final. If the Agency proposes an amendment to the Agreement to unilaterally reduce funding, the Contractor shall have the option to terminate the Agreement or to agree to the reduced funding, within thirty (30) days of receipt of the proposed amendment.

6. Status of Contractor.

The Contractor and its agents and employees are independent contractors performing professional services for the Agency and are not employees of the State of New Mexico. The Contractor and its agents and employees shall not accrue leave, retirement, insurance, bonding, use of state vehicles, or any other benefits afforded to employees of the State of New Mexico as a result of this Agreement. The Contractor acknowledges that all sums received hereunder are reportable by the Contractor for tax purposes, including without limitation, self-employment and business income tax. The Contractor agrees not to purport to bind the State of New Mexico unless the Contractor has express written authority to do so, and then only within the strict limits of that authority.

7. Assignment.

The Contractor shall not assign or transfer any interest in this Agreement or assign any claims for money due or to become due under this Agreement without the prior written approval of the Agency.

8. Subcontracting.

The Contractor shall not subcontract any portion of the services to be performed under this Agreement without the prior written approval of the Agency. No such subcontract shall relieve the primary Contractor from its obligations and liabilities under this Agreement, nor shall any subcontract obligate direct payment from the Procuring Agency.

9. Release.

Final payment of the amounts due under this Agreement shall operate as a release of the Agency, its officers and employees, and the State of New Mexico from all liabilities, claims and obligations whatsoever arising from or under this Agreement.

10. Confidentiality.

Any confidential information provided to or developed by the Contractor in the performance of this Agreement shall be kept confidential and shall not be made available to any individual or organization by the Contractor without the prior written approval of the Agency.

Contract No. 25-631-8002-00099

11. Product of Service -- Copyright.

All materials developed or acquired by the Contractor under this Agreement shall become the property of the State of New Mexico and shall be delivered to the Agency no later than the termination date of this Agreement. Nothing developed or produced, in whole or in part, by the Contractor under this Agreement shall be the subject of an application for copyright or other claim of ownership by or on behalf of the Contractor.

12. Conflict of Interest; Governmental Conduct Act.

A. The Contractor represents and warrants that it presently has no interest and, during the term of this Agreement, shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance or services required under the Agreement.

B. The Contractor further represents and warrants that it has complied with, and, during the term of this Agreement, will continue to comply with, and that this Agreement complies with all applicable provisions of the Governmental Conduct Act, Chapter 10, Article 16 NMSA 1978. Without in anyway limiting the generality of the foregoing, the Contractor specifically represents and warrants that:

1) in accordance with NMSA 1978, § 10-16-4.3, the Contractor does not employ, has not employed, and will not employ during the term of this Agreement any Agency employee while such employee was or is employed by the Agency and participating directly or indirectly in the Agency's contracting process;

2) this Agreement complies with NMSA 1978, § 10-16-7(A) because (i) the Contractor is not a public officer or employee of the State; (ii) the Contractor is not a member of the family of a public officer or employee of the State; (iii) the Contractor is not a business in which a public officer or employee or the family of a public officer or employee has a substantial interest; or (iv) if the Contractor is a public officer or employee of the State, a member of the family of a public officer or employee of the State, or a business in which a public officer or employee of the State or the family of a public officer or employee of the State has a substantial interest, public notice was given as required by NMSA 1978, § 10-16-7(A) and this Agreement was awarded pursuant to a competitive process;

3) in accordance with NMSA 1978, § 10-16-8(A), (i) the Contractor is not, and has not been represented by, a person who has been a public officer or employee of the State within the preceding year and whose official act directly resulted in this Agreement and (ii) the Contractor is not, and has not been assisted in any way regarding this transaction by, a former public officer or employee of the State whose official act, while in State employment, directly resulted in the Agency's making this Agreement;

4) this Agreement complies with NMSA 1978, § 10-16-9(A)because (i) the Contractor is not a legislator; (ii) the Contractor is not a member of a legislator's family; (iii) the Contractor is not a business in which a legislator or a legislator's family has a substantial interest; or (iv) if the Contractor is a legislator, a member of a legislator's family, or a business in which a legislator or a legislator's family has a substantial interest, disclosure has been made as required by NMSA 1978, § 10-16-7(A), this Agreement is not a sole source or small purchase contract, and this Agreement was awarded in accordance with the provisions of the Procurement Code;

5) in accordance with NMSA 1978, § 10-16-13, the Contractor has not directly participated in the preparation of specifications, qualifications or evaluation criteria for this Agreement or any procurement related to this Agreement; and

6) in accordance with NMSA 1978, § 10-16-3 and § 10-16-13.3, the Contractor has not contributed, and during the term of this Agreement shall not contribute, anything of value to a public officer or employee of the Agency.

C. Contractor's representations and warranties in Paragraphs A and B of this Article 12 are material representations of fact upon which the Agency relied when this Agreement was entered into by the parties. Contractor shall provide immediate written notice to the Agency if, at any time during the term of this Agreement, Contractor learns that Contractor's representations and warranties in Paragraphs A and B of this Article 12 were erroneous on the effective date of this Agreement or have become erroneous by reason of new or changed circumstances. If it is later determined that Contractor's representations and warranties in Paragraphs A and B of this Article 12 were erroneous on the effective date of this Agreement or have become erroneous by reason of new or changed circumstances, in addition to other remedies available to the Agency and notwithstanding anything in the Agreement to the contrary, the Agency may immediately terminate the Agreement.

D. All terms defined in the Governmental Conduct Act have the same meaning in this Article 12(B).

13. Amendment.

A. This Agreement shall not be altered, changed or amended except by instrument in writing executed by the parties hereto and all other required signatories.

B. If the Agency proposes an amendment to the Agreement to unilaterally reduce funding due to budget or other considerations, the Contractor shall, within thirty (30) days of receipt of the proposed Amendment, have the option to terminate the Agreement, pursuant to the termination provisions as set forth in Article 4 herein, or to agree to the reduced funding.

14. Merger.

This Agreement incorporates all the Agreements, covenants and understandings between the parties hereto concerning the subject matter hereof, and all such covenants, Agreements and understandings have been merged into this written Agreement. No prior Agreement or understanding, oral or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in this Agreement.

15. Penalties for violation of law.

The Procurement Code, NMSA 1978 §§ 13-1-28 through 13-1-199, imposes civil and criminal penalties for its violation. In addition, the New Mexico criminal statutes impose felony penalties for illegal bribes, gratuities and kickbacks.

16. Equal Opportunity Compliance.

The Contractor agrees to abide by all federal and state laws and rules and regulations, and executive orders of the Governor of the State of New Mexico, pertaining to equal employment

opportunity. In accordance with all such laws of the State of New Mexico, the Contractor assures that no person in the United States shall, on the grounds of race, religion, color, national origin, ancestry, sex, age, physical or mental handicap, or serious medical condition, spousal affiliation, sexual orientation or gender identity, be excluded from employment with or participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity performed under this Agreement. If Contractor is found not to be in compliance with these requirements during the life of this Agreement, Contractor agrees to take appropriate steps to correct these deficiencies.

17. Applicable Law.

The laws of the State of New Mexico shall govern this Agreement, without giving effect to its choice of law provisions. Venue shall be proper only in a New Mexico court of competent jurisdiction in accordance with NMSA 1978, § 38-3-1 (G). By execution of this Agreement, Contractor acknowledges and agrees to the jurisdiction of the courts of the State of New Mexico over any and all lawsuits arising under or out of any term of this Agreement.

18. Workers Compensation.

The Contractor agrees to comply with state laws and rules applicable to workers compensation benefits for its employees. If the Contractor fails to comply with the Workers Compensation Act and applicable rules when required to do so, this Agreement may be terminated by the Agency.

19. Records and Financial Audit.

The Contractor shall maintain detailed time and expenditure records that indicate the date; time, nature and cost of services rendered during the Agreement's term and effect and retain them for a period of three (3) years from the date of final payment under this Agreement. The records shall be subject to inspection by the Agency, the General Services Department/State Purchasing Division and the State Auditor. The Agency shall have the right to audit billings both before and after payment. Payment under this Agreement shall not foreclose the right of the Agency to recover excessive or illegal payments

20. Indemnification.

The Contractor shall defend, indemnify and hold harmless the Agency and the State of New Mexico from all actions, proceeding, claims, demands, costs, damages, attorneys' fees and all other liabilities and expenses of any kind from any source which may arise out of the performance of this Agreement, caused by the negligent act or failure to act of the Contractor, its officers, employees, servants, subcontractors or agents, or if caused by the actions of any client of the Contractor resulting in injury or damage to persons or property during the time when the Contractor or any officer, agent, employee, servant or subcontractor thereof has or is performing services pursuant to this Agreement. In the event that any action, suit or proceeding related to the services performed by the Contractor or any officer, agent, employee, servant or subcontractor under this Agreement is brought against the Contractor, the Contractor shall, as soon as practicable but no later than two (2) days after it receives notice thereof, notify the legal counsel of the Agency and the Risk Management Division of the New Mexico General Services Department by certified mail.

Contract No. 25-631-8002-00099

21. New Mexico Employees Health Coverage.

A. If Contractor has, or grows to, six (6) or more employees who work, or who are expected to work, an average of at least 20 hours per week over a six (6) month period during the term of the contract, Contractor certifies, by signing this agreement, to have in place, and agree to maintain for the term of the contract, health insurance for those employees and offer that health insurance to those employees if the expected annual value in the aggregate of any and all contracts between Contractor and the State exceed $250,000 dollars.

B. Contractor agrees to maintain a record of the number of employees who have (a) accepted health insurance; (b) declined health insurance due to other health insurance coverage already in place; or (c) declined health insurance for other reasons. These records are subject to review and audit by a representative of the state.

C. Contractor agrees to advise all employees of the availability of State publicly financed health care coverage.

22. Invalid Term or Condition.

If any term or condition of this Agreement shall be held invalid or unenforceable, the remainder of this Agreement shall not be affected and shall be valid and enforceable.

23. Enforcement of Agreement.

A party's failure to require strict performance of any provision of this Agreement shall not waive or diminish that party's right thereafter to demand strict compliance with that or any other provision. No waiver by a party of any of its rights under this Agreement shall be effective unless express and in writing, and no effective waiver by a party of any of its rights shall be effective to waive any other rights.

24. Notices.

Any notice required to be given to either party by this Agreement shall be in writing and shall be delivered in person, by courier service or by U.S. mail, either first class or certified, return receipt requested, postage prepaid, as follows:

To the Agency:
Maria Garcia-Cunningham, Chief Procurement Officer
P.O. Box 1928
Albuquerque, NM 87103
Maria.gcunningham@dws.nm.gov

To the Contractor:
Theresa Storey
921 N. Paseo De Onate
Espanola, NM 87532
Theresa.Storey@nnmc.edu

Contract No. 25-631-8002-00099

25. Authority.

If Contractor is other than a natural person, the individual(s) signing this Agreement on behalf of Contractor represents and warrants that he or she has the power and authority to bind Contractor, and that no further action, resolution, or approval from Contractor is necessary to enter into a binding contract.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date of signature by the NMDWS Cabinet Secretary.

By: DocuSigned by: _____ Date: 4/11/2025 | 3:30 PM MDT
Sarita Nair, Cabinet Secretary
Department of Workforce Solutions

By: DocuSigned by: Gregory Lauer _____ Date: 4/11/2025 | 2:36 PM MDT
Gregory Lauer, General Counsel
Department of Workforce Solutions

By: DocuSigned by: JoAnn Chavez _____ Date: 4/11/2025 | 2:51 PM MDT
JoAnn Chavez, Chief Financial Officer/ASD Deputy Director
Department of Workforce Solutions

By: T. Storey Digitally signed by Theresa Storey Date: 2025.04.09 09:11:49 -06'00' _____ Date: _____
Theresa Storey, CFO
Northern New Mexico College

The records of the Taxation and Revenue Department reflect that the Contractor is registered with the Taxation and Revenue Department of the State of New Mexico to pay gross receipts and/or compensating taxes.

ID Number: 01-605075-00-4

By: DocuSigned by: Candayce Goldtooth _____ Date: 4/10/2025 | 4:57 PM MDT
Taxation and Revenue Department

Contract No. 25-631-8002-00099

ATTACHMENT 1 – ADDITIONAL REQUIREMENTS

Monthly Invoices

Monthly invoices are due by the close of business on or before the 15th of each month. Invoices must clearly detail all expenses and include supporting documentation to justify any expenditure listed. Accepted forms of documentation include, but are not limited to, ledgers, paid service provider invoices, or other supporting documentation.

Expenses may include, but are not limited to, the following:

1. Development of instructional and training curricula materials.
2. Systems and activities related to the recruitment, retention, and enrollment of program participants through outreach and marketing.
3. Collaboration with community-based organizations or agencies to provide supportive services to program participants.
4. Data systems used to monitor and report program participant enrollment and outcomes.
5. Personnel costs directly related to the above activities.

All receipts related to the reported expenses must be included with the invoice. Invoices must be submitted electronically to **alessandra.barbiero@dws.nm.gov** by the specified deadline. DWS reserves the right to reject any invoice and request additional information or revisions as necessary to meet the grant requirements.

Monthly Program Reporting

Monthly Narrative Reports are due by the close of business on or before the 15th of each month. Additional information may be requested to meet the grant requirements. All data should be retained for monitoring and auditing purposes for five years after grant closeout.

Monthly Narrative Reports must include a summary of grant activities including a brief description of work accomplished, major activities, updates, progress, significant achievements, results, and key outcomes for the reporting period. All narratives must include a timeline for grant-related activities that took place during the reporting period.

The following information must be included in the monthly reports:

1. A financial summary of all expenses. Elaborate on the ways resources were leveraged and used during the reporting period.
2. Examples of how you developed the education and training programs.
3. A description of any capacity building, participant recruitment, or outreach efforts undertaken or completed during the reporting period.
4. Examples of strategic partnership activities, such as an overview of partner engagement and their specific roles and responsibilities for the reporting period.

5. A description of the type(s) of supportive services developed during this reporting period, including how they were specifically prepared for delivery and how they would contribute to participants' ability to fully participate in the grant-funded activities.
6. Status of deliverables, including training activities and performance outcomes that took place during the reporting period, and related performance tracking efforts taken to meet the program's goals.
7. A description of how this funding is being used to support New Mexico, the Department of Workforce Solutions, and the goals of the grant.
8. A description of any key issues or problems encountered during the reporting period that may have affected or slowed the progress of the work plan and how you intend to resolve or overcome these issues, including specific technical assistance needs.
9. Best practices and success stories, including promising approaches and innovative development of training curricula; recruitment, enrollment and retention systems or activities; partnerships for supportive services; or data systems. If applicable, include at least one success story that resulted from the grant activities.

Monthly reports must be submitted electronically to **alessandra.barbiero@dws.nm.gov** by the specified deadline.

Meeting Guidelines

Kickoff Call

NMDWS will convene an initial Kickoff Call post-award with all awardees to provide an opportunity to make introductions, review contract and process requirements, and discuss project objectives, deliverables, timelines, and questions. Dates and times for the call will be determined and communicated in advance.

Monthly Individual Sponsor Check-In Calls

NMDWS will convene monthly individual sponsor check-in calls with awardees to offer technical assistance as needed or requested, address any questions, and discuss individual project progress/updates, as needed. Dates and times for the calls will be determined and communicated in advance.

Monthly Open Office Hours

NMDWS will host monthly Open Office Hour calls with all awardees to discuss local and state-level updates, provide technical assistance, and promote the sharing of best practices with other awardees. These office hours are recommended to learn from NMDWS and other SAEF2 awardees. Dates and times for the office hours will be determined and communicated in advance.

Closeout Call

NMDWS will convene a Closeout Call at the end of the contract period to review project objectives and deliverables, discuss lessons learned, recognize teams and stakeholders, and finalize closeout documentation/reporting. Dates and times for this call will be determined and communicated in advance.

NORTHERN New Mexico College

Credit for Prior Learning (CPL) Guidelines

NNMC is aware that many adult learners may have gained college-level knowledge and/ or competencies through both professional and life experiences which have the potential to be incorporated into their academic programs. NNMC's Guidelines to award Credit for Prior Learning (CPL), sometimes referred to as Prior Learning Assessment (PLA), describe methods used by NNMC to provide currently enrolled students with an avenue to document professional and prior learning experiences for credit consideration. This option enables students the opportunity to complete degrees faster and at a lower cost. NNMC offers a number of options for currently enrolled students to earn CPL:

1. CLEP, University of Cambridge International Examinations, or Advanced Placement Exams,
2. American Council on Education (ACE) Guides,
3. Defense Activity for Non-Traditional Educational Support (DANTES) Subject Standardized Tests DSST program credit or military training,
4. Prior certifications including locally evaluated industry and workplace credit,
5. Credit by a locally developed examination, and/or
6. Prior learning portfolio submitted for consideration.

Eligibility & Expectations

Students interested in obtaining prior learning credit must:

1. Be fully admitted and currently enrolled as an NNMC degree-seeking student.
2. Be in good academic standing.
3. Be motivated, self-directed students with significant, demonstrable, and documentable experiential learning. Individual departments may also set certain course prerequisites. However, no other specific eligibility requirements shall exist, including age requirements.
4. Consult with their faculty academic advisor about the possibility and advisability of seeking CPL.
5. Personally pay fees associated with prior learning (for example, exam fees or the portfolio review fee). Financial aid cannot be applied.
6. Align prior learning considerations with courses directly applicable to curriculum requirements of a declared program. Changing majors will result in a reassessment of the applicability of the CPL (with the exception of General Education courses).
7. Meet the NNMC residency requirement listed in the Catalog (a student must earn 25% of hours required for a degree/certificate in instruction delivered via NNMC). PLC will not count toward this 25% minimum. CPL shall not exceed 25% of the total credits of a program, even if more courses are eligible.
8. Be aware NNMC will treat prior learning from a previous institution under the rules used for any other type of transfer credit.

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9. Be aware that CPL granted for NNMC courses will receive a CR grade for exams or portfolios. Students transferring courses need to be aware that other institutions may have their own policies about CR grades. CR grades do not have any impact on NNMC GPA.

College Level Examination Program (CLEP)

NNMC Testing Services administers subject examinations. These examinations are computer-based and are applicable for the following courses:

American Government (50)	POLS 1120 (3)
American History I (50)	HIST 1110 (3)
American History II (50)	HIST 1120 (3)
Analysis & Interp. of Lit. (50)	ENGL 1120 (3)
Biology (56)	BIOL 1110/L (4)
Calculus w/ Elem. Functions (47)	MATH 1510 (3)
Chemistry (56)	CHEM 1215/L (4)
College Algebra (46)	MATH 1215 (3)
College Algebra (50)	MATH 1220 (3) *(50 or higher for 1215 & 1220)*
College Algebra/Trigonometry (61)	MATH 1250 (3) *(61 or higher for 1220 & 1250)*
College Spanish I & II (50)	SPAN 1110/1120 (6) *(50-62 will earn 6 cr.)*
College Spanish I and II (63)	SPAN 1110/1120 (6) *(63 or higher for 12 cr.)*
Freshman College Comp. (44)	ENGL 1120 (3) *(Essay is required)*
General Psychology (50)	PSYC 1110 (3)
Human Growth & Development (50)	PSYC 2120 (3)
Introduction to Business Law (50)	BLAW 2110 (3)
Introduction to Marketing (50)	MKTG 2110 (3)
Introduction to Sociology (50)	SOCI 1110 (3)
Natural Sciences (56)	ENVS 1110/L
Principles of Macroeconomics (44)	ECON 2110 (3)
Principles of Management (46)	MGMT 2110 (3)
Principles of Microeconomics (41)	ECON 2110 (3)

Advanced Placement (AP)

Advanced Placement (AP) is a program that offers year-long college-level curricula and examinations to high school students. For further information see the NM Higher Education Department Advanced Placement Policy.

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Prior Certifications
Check with the appropriate department for possible credit for prior certification.

Locally Developed Examinations
Faculty academic advisors, with the approval of the Department Chair, may authorize students to take a locally developed exam to give credit for an appropriate course. The exam fee is $50 per credit hour. (The instructor will be paid two thirds of the total exam fee.) This fee is nonrefundable and must be submitted prior to taking the exam. Individual academic departments have the authority to determine what courses may be eligible for a locally developed exam.

Instructions for Locally Developed Exams

1. Request permission to take the exam.
2. Complete the Locally Developed Exam Application form and pay the fee to the cashier.
3. Instructor will develop the exam within two weeks of payment.
4. Students will complete the exam within two weeks of the exam development.
5. Instructor will evaluate the exam within two weeks of exam completion.
6. Students will be notified of the results. Students must receive at least a C- on the exam to pass the course. Course entries will reflect a grade of "TR," as if the course had been transferred to Northern.
7. Results from locally developed exams are final.
8. If the student fails a locally developed exam, they may retake the exam up to three times but must pay the $50 per course fee for each attempt.

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Prior Learning Portfolio

A portfolio assessment of prior learning is based on the documentation you choose to present. Contents of the portfolio may differ or vary based on the course(s) you align your prior learning to and/or departmental expectations. Below are general eligibility and expectations for a portfolio. Students should consult with their faculty academic advisor early in the process about the possibility of submitting a portfolio for specific expectations.

Portfolio Application Process

1. Review the approved list of courses for prior learning courses in the NNMC Catalog and NNMC website.
2. Contact the appropriate department chair or your faculty academic advisor to discuss guidelines for prior learning credit applications, the syllabi for targeted courses, and to determine the best way to proceed. The faculty academic advisor will evaluate and approve the appropriateness of a portfolio development.
3. Upon faculty academic advisor approval of a portfolio assessment, choose a course(s) to target in your assessment portfolio. It is important that the number of credits sought through the portfolio, plus any other credits that have been already granted for prior learning, do not exceed the 25% credit threshold for the entire program. Moreover, the student and advisor should discuss the **NNMC General Guidelines for Prior Learning Credit Portfolios.**
4. Complete the **Prior Learning Credit Portfolio Application Form** and submit the nonrefundable fee(s) to the cashier. The fee for submitting a portfolio for Prior Learning Credit is $100 per credit hour (example, $300 for a 3 credit hour course). This fee is nonrefundable regardless of approval decision. Submit the Prior Learning Credit Portfolio Application form (with a copy of the receipt) to the department chair for final authorization. The department chair will assign two faculty reviewers for each portfolio submission.
5. Submit electronically (PDF format) your portfolio/appropriate documentation for review by the following deadlines: Fall semester - September 30; Spring semester - February 28.
6. The faculty reviewer(s) will review and notify you whether the portfolio has been approved or denied within six weeks after the semester deadlines (September 30 and February 28).
7. Faculty reviewer(s) must provide a written explanation for evaluation of the portfolio regardless of outcome. Portfolio review documentation will be saved by NNMC for 5 years.

NNMC General Guidelines for Prior Learning Credit Portfolios

Portfolio Length: Portfolio length will vary by discipline. Portfolio should be adequate length to provide sufficient evidence that the student has mastered the student learning outcomes of the courses being petitioned for prior learning credit. Portfolios may not be longer than 30 pages.

Required Writing Level: College-level writing is expected. Portfolio should be written with correct grammar, mechanics, and punctuation. Writing should be clear and direct.

Portfolio Documentation: Academic Departments require different materials as applicable to their various disciplines. Students may submit the following items as determined by the specific department:

- Official transcripts/certificates
- Official License documents
- Official publications (conferences, journals, powerpoint presentations, video recordings, etc.)
- Official work samples
- Official syllabi/textbooks of courses completed
- Letters of recommendations
- Other additional items required by discipline

Estimated Portfolio Preparation Time: Estimated time to complete the portfolio varies by discipline. Students should expect to spend at least six to eight weeks to collect evidence and documentation for the portfolio. Prior to completing the portfolio, students need to approach the department chair/faculty member with their intentions and discuss department specific guidelines.

Portfolio Necessities: A student requesting prior learning experience credits, after consultation with the department chair/faculty of his/her intention, will be provided with the following:

1. Prior Learning Credit Portfolio Application Form
2. NNMC Portfolio Guidelines (including Portfolio Template)
3. Departmental Portfolio Guidelines

Then the student will develop the portfolio as a self-directed activity with NO assistance from faculty/chair/NNMC staff.

Additional Requirements

1. A student must be admitted to NNMC.
2. Program specific courses require that the student is an active degree-seeking student in that program.
3. For some courses, students requesting CPL credits must complete the prerequisite course/s of each requested course unless the requested CPL also covers the prerequisite course/s. See specific department for guidelines.

   Maximum Credit Hours for Prior Learning: Maximum credit hours cannot exceed 30 credit hours for Bachelor degrees and 15 hours for Associate degrees. These limits

include all methods of earning prior learning credits (such as, CLEP, Locally-Developed Exam, and/or Portfolio). Students may earn prior learning credit for general education, support courses, program specific courses, and elective courses.

Transfer Courses: Students should be aware that credit for prior learning granted for NNMC courses through portfolio review will receive a CR grade. Students transferring need to be aware that other institutions may have their own policies about CR grades. CR grades do not have any impact on NNMC GPA.

Portfolio Template

Prior Learning Credit Portfolios should follow this organizational template (individual departments may have additional template guidelines):

1. **Cover Sheet:** Name, Prior Learning Credit Portfolio, Academic Department, Date
2. **NNMC Prior Learning Credit Application Form**
3. **Portfolio Summary:** Narrative summarizing the content of the portfolio. Introduction to the student's experience, education, and training that relate to the learning outcomes of the particular course(s). Overview of the documentation included in the portfolio.
4. **Course Information:** Course name and number, credit value, course description, student learning outcomes.
5. **Narrative:** Detailed explanation how the student's experiences provided learning that satisfies the student learning outcomes of the course. Students should explain the specific documentation that is included and how this evidence demonstrates learning related to the course objectives.
6. **Documentation:** Evidence of valid experiences related to the learning outcomes of the course. May include any of the following: Official transcripts/certificates, Official License documents, Official publications (conferences, journals, powerpoint presentations, video recordings, etc.), Official work samples, Official syllabi/textbooks of courses completed, Letters of recommendations, and/or Other additional items required by discipline
7. **Departmental Portfolio Evaluation Rubric (if required by the individual department):** Copy of the rubric with self-evaluation from the student.

Decisions

1. Forms of non-portfolio CPL such as CLEP, DANTES, etc: If credit is denied for a course equivalency, an explanation or justification must be made available to the student. When the exam is offered by an external agency, it cannot be appealed to NNMC.
2. Portfolio evaluation decision is final. Portfolios will be evaluated by at least two faculty from the appropriate department. Decision will be based on the evidence provided by the student. Faculty will provide detailed feedback to document justification for the decision.

3. Students may resubmit portfolios that were denied approval. In these cases, students will be required to submit an additional **Prior Learning Credit Portfolio Application Form** and pay the nonrefundable $100 per credit hour fee. In the portfolio, students should indicate this is a resubmission and include a section in the narrative that explains how they met the concerns of the initial review.

Internal Procedures for Maintaining Transparency and Consistency

Periodic review of CPL guidelines

NNMC reviews CPL program guidelines and procedures at least every five years. The review should involve evaluating all aspects of CPL policy, procedures, and portfolio audits, for consistency with state, regional, and national practices. Additionally, NNMC keeps an electronic repository for:

a. Volume of CPL credits awarded per field annually (per CPL category and total).

b. CPL recipient data including, but not limited to, a demographic summary of CPL recipients (age, race, and GPA) as well as measures of recipient success (per CPL subcategory and total).

c. All portfolios submitted for CPL including the written review from the faculty reviewer(s) will be kept electronically.

Transparency

Criteria and practices are published on the NNMC website.

Responsible Division/Unit: Office of the Provost

History: Approved (including fees by the Board of Regents) July 2021;

language updated January 2022; November 2022

NORTHERN NEW MEXICO COLLEGE

Appendix A part I

DEGREE SHEET / 2025-2026 CATALOG		
Student name:		
Eagle ID:		
Eagle Email:		
Phone:		

Certificate of
Technical Trades (Carpentry Technology)

The Carpentry Technology Certificate program provides students with foundational skills and knowledge necessary for entry-level positions in the carpentry and construction industries. Students will learn essential techniques in framing, cabinetry, blueprint reading, and safety procedures. The program combines classroom instruction with hands-on training to develop practical skills in measuring, cutting, assembling, and installing various building components.

PROGRAM REQUIREMENTS (15 Credits)	SEMESTER	GRADE
CNST 1110 General Carpentry (3) *Pre-requisite: None*		
CNST 1170 Construction Methods I (4) *Pre-requisite: CNST 1110 General Carpentry*		
CNST 1270 Construction Methods II (4) *Pre-requisite: CNST 1170 Construction Methods I*		
CNST 1370 Construction Methods III (4) *Pre-requisite: CNST 1270 Construction Methods II*		
TOTAL CREDITS 15		
ADVISOR APPROVAL	**DATE**	

SUGGESTED SEQUENCE OF COURSES

FIRST SEMESTER (15 Credits)
CNST 1110 General Carpentry (3)
CNST 1170 Construction Methods I (4)
CNST 1270 Construction Methods II (4)
CNST 1370 Construction Methods III (4)

Appendix A part II

Carpentry Certificate Curriculum Efficiency Analysis

Purpose:
To evaluate the effectiveness and efficiency of the current carpentry curriculum in achieving educational objectives, skill development, and employment readiness for students enrolled in the certificate program.

---

1. Curriculum Objectives and Outcomes

Assessment of Alignment:

- Ensure that the curriculum aligns with industry standards, local construction needs, and technological advancements.
- Clearly defined learning outcomes related to technical skills, safety procedures, and project management.

Efficiency Indicators:

- Percentage of curriculum outcomes met through assessments and practical projects.
- Feedback from industry stakeholders on graduates' preparedness.

---

2. Course Content and Structure

Content Relevance:

- Coverage of foundational skills (e.g., measurement, cutting, joinery).
- Inclusion of advanced topics (e.g., cabinetry, roofing, sustainable practices).
- Integration of modern tools and technology (e.g., CAD software, power tools).

Curriculum Structure:

- Balance between theoretical knowledge and practical application.
- Logical progression of courses from basic to advanced skills.
- Duration and pacing aligned with learning complexity.

Efficiency Indicators:

- Ratio of practical to theoretical hours.
- Student performance metrics across modules.

---

3. Instructional Methods

Teaching Strategies:

- Use of hands-on workshops, simulations, and real-world projects.
- Incorporation of industry experts and apprenticeships.

Efficiency Indicators:

- Student engagement and participation levels.
- Practical skill acquisition rates.

---

4. Resources and Facilities

Availability and Quality:

- Access to well-equipped workshops and tools.
- Up-to-date instructional materials and safety equipment.

Efficiency Indicators:

- Utilization rates of facilities.
- Maintenance and upgrade frequency.

---

5. Faculty Qualifications

Expertise and Experience:

- Instructors with industry certifications and practical experience.

Efficiency Indicators:

- Student evaluations of instruction.
- Faculty professional development activities.

---

6. Assessment and Evaluation

Methods:

- Regular practical assessments, project evaluations, and written exams.
- Continuous feedback mechanisms.

Efficiency Indicators:

- Pass rates and skill competency levels.
- Post-program employment or apprenticeship placement rates.

---

7. Student Outcomes and Employment Readiness

Metrics:

- Job placement rates within the construction industry.
- Graduate feedback on curriculum relevance.

Efficiency Indicators:

- Time taken to secure employment post-certification.
- Employer satisfaction surveys.

---

8. Continuous Improvement Processes

Review Mechanisms:

- Periodic curriculum reviews based on industry trends and feedback.
- Incorporation of new technologies and methods.

Efficiency Indicators:

- Number of curriculum updates per year.
- Stakeholder engagement in review processes.

Summary of Findings & Recommendations

- **Strengths:** e.g., strong practical training, industry partnerships.
- **Weaknesses:** e.g., limited equipment, limited lab space.
- **Opportunities for Improvement:** e.g., integrating automated technology, expanding apprenticeship programs into secondary schools.
- **Threats:** e.g., rapid industry change, resource limitations.

Conclusion:
The curriculum demonstrates an overall efficiency level, with targeted improvements needed in limitations of equipment and lab space. Implementing recommended changes will enhance skill relevance, student competence, and employment outcomes.

Appendix B (part I)

NNMC Carpentry Certificate Content Course List with Outcomes

Course Number: CNST 1110

Course Title: General Carpentry or Building Trades I

Course Description:

This course will have two components: a classroom segment, where carpentry concepts will be explored, and a hands-on segment where students will be able to participate in the actual construction of a structure. Habitat for Humanity has generously offered one of their projects as a "hands-on" site.

Student Learning Outcomes:

1. Identify and define various elements of a Structural Wood Wall.
2. Build Structural and non-load bearing Walls and Partitions using OSHA compliant safety practices.
3. Size floor joists and roof rafters according to local building codes.
4. Hang and "Trim Out" Doors and Windows for Residential Construction Projects.
5. Choose construction project foundations.

Course Number: CNST 1170

Course Title: Construction Methods I

Course Description:

This course will focus on carpentry industry, skills, materials, drawings, and documents. Overall safety will be addressed, including the use of hand and power tools. An applied course in foundation, footing, and stem-wall construction. Other topics include cutting and assembly of structural material for floor, wall, and roof systems in accordance with the International Building Code (IBC).

Student Learning Outcomes:

1. Identify the skills, responsibilities, and job opportunities in carpentry.
2. Explain safety hazards and hazard mitigation in carpentry.
3. Identify various materials and calculate materials needed for a given construction drawing.
4. Demonstrate correct installation and fastening of common building materials in carpentry.
5. Safely use hand and power tools common to carpentry.
6. Interpret common carpentry construction documents.

Course Number: CNST 1270

Course Title: Construction Methods II

Course Description:

This course is a continuation in construction methods and will focus on both Commercial & Residential carpentry. The proper safety use of hand and power tools will continue in the new subject areas. The student will enhance their skills in the installation of exterior wall and roof finishes, windows, and doors in accordance with the International Building Code (IBC). Students

also practice insulation techniques, drywall installation, taping and texture of drywall, trim work, and other finish work in a safety-focused environment.

Student Learning Outcomes:

3. Demonstrate the correct methods for measuring, to identify the correct materiel to installed.
4. Identify various materials that are needed per the drawing blueprint. (Take off List).
5. Demonstrate correct installation and fastening of common building materials in commercial and residential carpentry.
5. Safely use hand and power tools common in commercial carpentry.
6. Interpret common commercial/residential carpentry construction documents.

Course Number: CNST 1370

Course Title: Construction Methods III

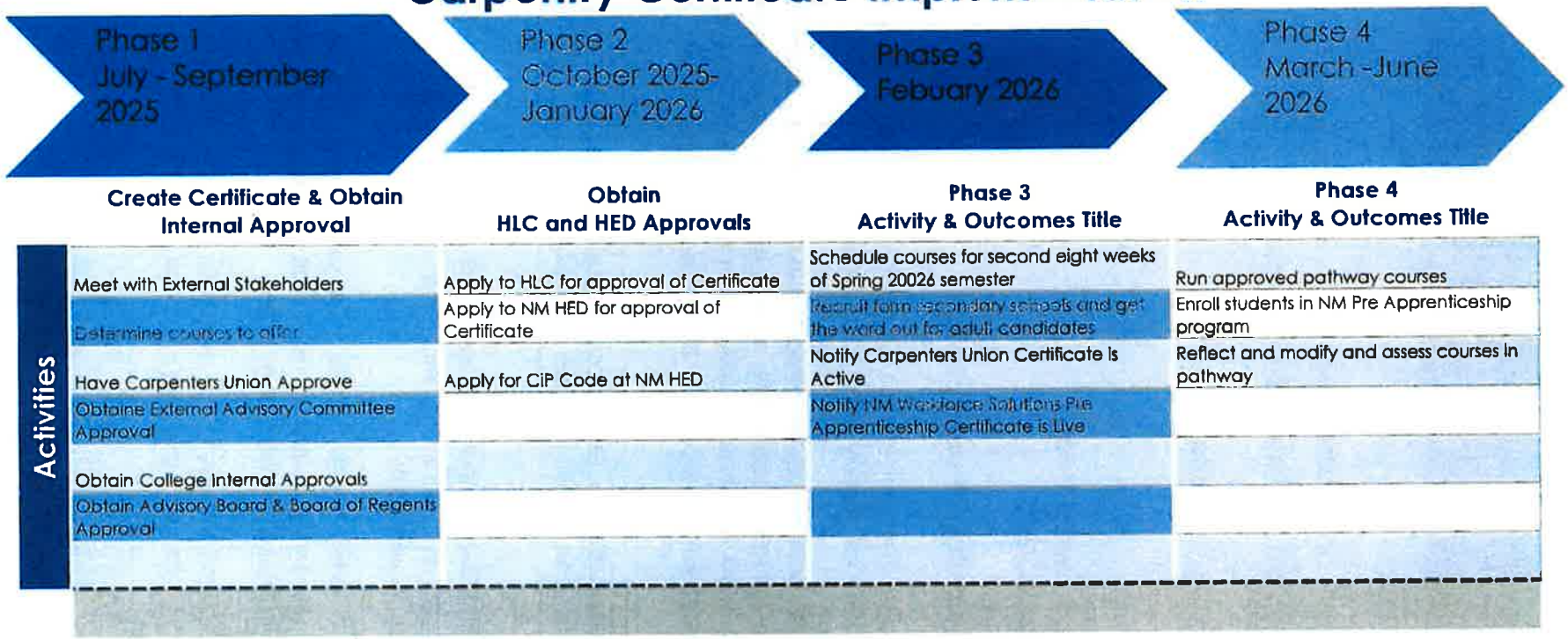
Course Description:

This course is the third of three methods and is a advanced class in the establishment of footings, slabs, stem walls, vertical and horizontal framework, tilt-up wall systems, and the reinforcement of concrete. The student will learn advance skills in problem solving and leadership skills

Student Learning Outcomes:

1. Identify the skills, responsibilities, and job opportunities in carpentry.
2. Demonstrate the safety hazards and hazard mitigation in carpentry and on the job site.
3. Identify various materials and calculate materials needed for reinforcement of concrete.
4. Demonstrate correct installation and fastening of common building materials in carpentry
5. Interpret construction drawings, be able to demonstrate the need for a field change order.
6. Demonstrate leadership skills in crew Leadership.

Carpentry Certificate Implementation



Appendix B part II

NORTHERN NEW MEXICO COLLEGE

Program-Level
Student Learning Outcomes

Program of Study: Carpentry Trade Technology

Degree/Credential: Certificate

Program Assessment Coordinator: Joseph Padilla
Assessment Contributor: Dr. Frank Loera

Student Learning Outcomes

1. Students demonstrate personal wellness as a carpenter through outlining and identifying person/work priorities. **Safety and Craftsmanship**
2. Students will be able to demonstrate logical reasoning in the carpentry trade through identifying best material selection, identifying adequate current processes, and discussing carpentry concepts by industry name, identifying materials by industry standard terms, and explaining processes using industry appropriate terms. **Industry Proficiency**
3. Students will demonstrate carpentry technology through using current carpenter tools, interpreting construction drawings, and demonstrating code compliance. **Trade Standards**
4. Students will be able to implement carpentry projects in a group by expressing ideas, accepting others' ideas, and demonstrating taking personal responsibility for their own portion of the project. **Team Work**
5. Students will be able to interact with people in a professional manner in the construction industry by identifying diversity in skill sets and demonstrating mutual respect for others. **Communication and Cooperation**
6. Students will apply employability skills in the carpentry trade by demonstrating a willingness to work and conducting themselves in an industry leading manner. **Work Ethics/Professionalism**

Assessment Plan

Student Learning Outcomes

- Each of the 6 student learning outcomes has a course identified where it will be measured during the one-year cycle.
- Every outcome has a full-time faculty member identified and responsible for the measurement and the report.

- Monthly departmental meetings will provide time for discussion and updates on assessment and measurement instruments.

Data Sampling

- Data will be collected only from students enrolled in the class for credit.
- Since current classes are typically less than 20 students, there is no sampling for assessment. This will be revisited if the size of the classes increases.
- Dropouts are not considered to evaluate the achievement of the outcome if the measurement is taken after the drop.

Definitions of Performance

- Assessment instruments will be peer-reviewed before using them.
- Data will be presented in histograms/table.

Level of Attainment of outcomes per student:

- Target Met: a student achieves a 70% of the instrument scale.
- Target Not Met: a student does not achieve a 70% of the instrument scale.

Level of Attainment of outcomes per class:

- Target met: 75% of all students achieved their target.
- Target in progress: less than 75% of all students achieve their target.

Level of Attainment of outcomes for the Program:

- For 100-level and 200-level classes, the department assigns 1 point if the level of attainment is marked as "Target in progress".
- For 100-level and 200-level classes, the department assigns 2 points if the level of attainment is marked as "Target met".

The level of attainment of a student outcome considering all courses where the student outcome is measured, is defined as:

$$Level\ of\ attainment\ of\ outcome = \frac{Points\ achieved}{Maximum\ points\ in\ outcome}$$

Program outcomes are measured annually. Data is collected, aggregated, and analyzed. Areas for program improvement are identified and actions are implemented. Assessment Data results are documented on the Program Assessment Report.

PSLO Assessment Schedule Fall 2024 - Spring 2026

Fall 2026
General Carpentry: Outcomes 1, 5
Construction Methods I: Outcome 3, 2

Spring 2027
Construction Methods II: Outcomes 4, 2
Construction Methods III: Outcomes 2, 6

CURRICULUM MAP

Technical Mandatory Courses	1	2	3	4	5	6
General Carpentry	A				A	
Construction Methods I		A	A			
Construction Methods II		A		A		
Construction Methods III		A				A

APPENDIX C

Carpenter Certificate Program Budget

	Year 1	Year 2	Year 3	Year 4	Year 5
Instructor Salary/ 1	$60,000	$61,800	$63,654	$65,563	$67,530
Benefits	$21,000	$21,630	$22,279	$22,947	$23635
Adjunct/dual credit	$850	$1,250	$1,250	$1,500	$1,500
Supplies	$25,000	$15,000	$10,000	$10,000	$10,000

Assumptions:

1. Most equipment is available, hand tools and supplies required year 1
2. Lab upgrades required year 1 so supplies & equipment are higher year 1
3. Year two continual small tool and supply build up
4. Year 3, 4, and 5 levels out with repeated supplies for coursework/labs
5. Instructor salary increased 3 percent yearly for COL increases
6. Benefits estimated at 35%
7. One FTE required, Dual credit instructors will be from secondary schools

Carpenter Program Student Enrollment Estimates

	Year 1	Year 2	Year 3	Year 4	Year 5
Dual Credit	10	15	20	25	30
Traditional	15	20	25	30	35

Carpenter Program Student Tuition Estimates

	Year 1	Year 2	Year 3	Year 4	Year 5
Tuition Revenue $110 per credit at 24 credits per year	$24,750	$33,000	$41,250	$49,500	$57,750

Assumptions:

1. Tuition is based on Traditional Student enrollment only
2. Fifteen credits for completion (one semester)
3. Program is supplemented by Branch Community College Mill Levy
4. Carpenters Union supported Mill Levy, has an MOU with NNMC to develop such a program
5. The Apprenticeship Pathway and Employment will stimulate enrollment
6. Enrollment estimates are conservative, dual credit students will start matriculating

APPENDIX D
Carpenter/Carpentry Job Outlook

U.S. Department of Labor Statistics Occupational Outlook Handbook

79,500 openings for carpenters are projected each year, on average, over the decade (2022 to 2032). Most of those openings are expected to result from the need to replace workers who transfer to different occupations or exit the labor force, such as to retire.

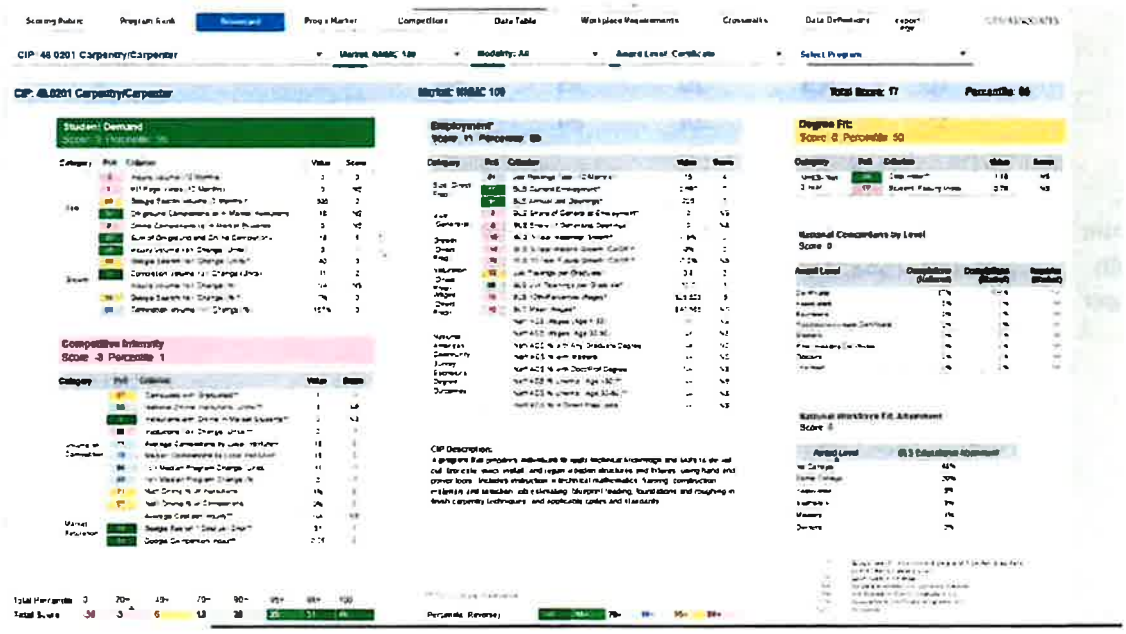
https://www.bls.gov/ooh/construction-and-extraction/carpenters.htm

The New Mexico Department of Workforce Solutions:

Reports 1410 Projected annual openings for construction Labor position where carpenters are generally categorized with 310 annual openings in the Northern Region.

https://www.dws.state.nm.us/en-us/Researchers/Data/Occupational-Outlook

Grey and Associates data on Carpentry/Carpenter CIP 46.0201 is reported as follow:



Los Alamos National Laboratories reports:

"We currently have around 1450 craft on staff and foresee hiring around 200 craft/year to meet mission needs and maintain our desired workforce levels. The trades we typically have the highest demand for are electricians, pipefitters, **carpenters**, ironworkers, sheet metal workers, and laborers." (Andrew Ericson, Utility & Infrastructure Program Director, Associate Laboratory Directorate Facility & Operations Jan 29, 2024).

Northern New Mexico College
New Degree Program
Signature Approval Form
Fall 2025

New Program: Certificate in Cybersecurity

First Phase of Approvals Academic Department Collects Signatures	
Office of the Provost / ☑ / Approval to Implement / / Denial **1st Review** / / Approval Pending Additional Planning	Sign René Vellanoweth
Justification	Date 11/12/2025
External Advisory Committee Chair / X (Yes) / / No	Sign Mark gomez
Justification	Date 11/13/2025
Educational Policy Committee Chair / X / (Yes) / / No	Sign
Justification	Date 11.21.25
Curriculum Committee Chair / X (Yes) / / No	Sign Steve Cox
Justification	Date 12/10/25
Faculty Senate President / X (Yes) / / No	Sign
Justification	Date 10 Dec 2025
Office of the Provost / ☑ / Approval to Implement / / Denial **2nd Review** / / Approval Pending Additional Planning	Sign
Justification	Date 12/12/2025
Librarian Martin Shupla / X (Yes) / / No	Sign 12/12/2025
Justification	Date
Assessment Office David Torres / X (Yes) / / No	Sign 12/12/2025
Justification	Date
Registrar / X (Yes) / / No	Sign 12/15/2025
Justification	Date
Financial Aid Sondra Adams / (Yes) / / No	Sign 12/16/25
Justification	Date

Distance Ed Directors / X / Yes / / No		Sign
Justification		René Vellanoweth (Dec 19, 2025 14:12:37 MST)
Facilities Director / X / Yes / / No		Sign
Justification		Date 12-17-25
Institutional Research / X / Yes / / No		Sign
Carmella Sanchez		12 / 18 / 25
Justification		Date
Human Resources / X / Yes / / No		Sign Stephanie M. Sandoval
Justification		Date 12/18/2025
VP for Finance and Administration/CFO / x / Yes / / No		Sign Digitally signed by Theresa Storey
Justification		Date Date: 2025.12.19 12:41:40 -07'00'
Office of the Provost / ✓ / Yes / / No		Sign
Justification		René Vellanoweth (Dec 19, 2025 14:12:37 MST)

FINAL APPROVALS
Provost's Office Collects Signatures

Office of the President / / Approval to Implement / / Denial / / Approval Pending Additional Planning	Sign
Justification for approval or denial	Date
Board of Regents / / Approval / / Denial / / Approval Pending Additional Planning	Sign
Justification for approval or denial	Date
Mandatory Meeting: Office of the Provost, HLC ALO, Registrar, Institutional Effectiveness, Financial Aid, and Initiator of the Program Proposal	Date

Feedback to Institution

Northern New Mexico College
New Degree Program Approval Form
Fall 2025

	Type in the designated areas. Please do not alter any element of the form.			
1	Initiator:	Dr. Michael Gideon/Dr. Ashis Nandy	Date: 11/08/2025	
2	Subject area:	Cybersecurity		
3	Academic division:	Department of Engineering and Technology		
4	Proposed title for New Curriculum Program: Certificate in Cybersecurity			
5	To begin:	Semester: Fall	Academic Year:	2026
6	Degree or certificate to be offered: Certificate			
7	Provide the Program Catalog Description The certificate program in cybersecurity is developed in response to the need to build capacity and expand academic opportunities in the area of cybersecurity. The Cybersecurity program provides students with the foundational knowledge and practical skills needed to protect and defend information systems in today's digital landscape. Students will explore the principles of computer networks, information security, and threat mitigation through hands-on labs and theoretical study. The curriculum progresses from core IT and networking concepts to specialized cybersecurity topics, including network defense, ethical hacking, cryptography, risk management, and security operations.			
8	Please provide a tentative timeline for program implementation (including a **Gantt Chart**)			

Spring 2025	Hire Director
Summer 2025	Identify Components for center of excellence
Summer / Fall 2025	Redesign / Improve Curriculum Plan
Summer / Fall 2025	Plan and develop certificate program embedded in existing B.E. program
Fall 2025/Spring 2026	Redesign / update courses
Fall 2025/Spring 2026	Approval process for new program
Spring 2026/Fall 2026	Host Student Recruitment Event, offer new program

	NEED
9	Describe and provide evidence that the program is needed by the local and regional community (including job availability data) and provide evidence that there is student demand for the program. Respond to what are opportunities, external to the College, that support the new program (e.g., employer data, demographics, numbers of prospective students, market trends for the field, etc.)? Provide the Score Cards from Gray Associates for the related CIP codes for this program in Appendix D. Los Alamos National Laboratories reached out to Northern New Mexico College to assist in filling a shortage of cybersecurity positions at the lab. So much so they offered a grant for Northern to develop a Center of Excellence in Information Technology and Cybersecurity to build and expand academic

	opportunities. The U.S. Bureau of Labor Statistics (BLS) projects a growth of approximately 30% in this field over the next 10 years (53,000 new jobs). ISC2 claims there is a 3 million person workforce shortage in this field. CIP codes in Appendix D.
10	Provide evidence and explain how the degree/credential proposed (bachelor vs associate vs certificate) is the correct fit for the program proposed. Provide the complete degree sheet of the program in Appendix A (Part I). Additionally, provide the Curriculum Efficiency Analysis in Appendix A (Part II). Currently, the Department of Engineering and Technology (DET) offers a bachelors and associates program in Information Engineering Technology. Both of these programs use and teach principles of cybersecurity. There are already an existing 3000 and 4000 cybersecurity courses being updated and re-developed that will be part of the certificate program. While existing cybersecurity material is helpful, it is not sufficient for the majority of careers in cybersecurity. The proposed program will prepare graduates for entry-level job in the high-demand field of cybersecurity. Integrating the program within the Bachelor degree in Information Engineering Technology will increase the employability of Bachelor graduates as well. See Appendix A for complete degree sheet.
11	What are the College's strengths that would support offering the program (e.g., trained staff, facilities, adequate budget, sustainability, etc.)? The DET already has the required classroom and laboratory space needed to offer the proposed certificate program. The Director for the Center position has already been filled. The bachelors program has elective credit requirements that could be filled with classes offered in the certificate program. A $ 376,675.00 grant has already been procured. Other additional funding and grands are being explored, although the program sustainability will not depend on these grants. For example, the Encantado Foundation Grant application process has been started. The program will be run by existing faculty with no or minimum involvement of adjunct faculty. Once the program is fully designed and launched, there will be no or minimum need for supplemental funds from grants or other sources (such as additional summer month salary for the faculty/director).
12	What are the College's weaknesses that must be overcome to offer the program? Additional funding may be required to maintain software licensing and computation resources. The budget for that will be primarily shared by the existing Bachelor in IET program, as the program will be embedded within the Bachelor program. If the course fees return to the department, these licensing needs could be funded from these fees.
14	What are the threats external to the College that would need to be dealt with (e.g., demographic shifts, new regulations, new infrastructure, etc.)? Computer security regulations are always changing. These changes are no more of a threat to this proposed certificate program than they are other IT courses. It is not uncommon for a course textbook to change a few times in a single year.
15	Describe how the program fits with College's mission, strategic goals, and strategic initiatives

	The proposed certificate program is in accordance with the college's mission to ensure student success by providing affordable educational opportunities to meet economic needs of the region. The certificate program will be affordable for our prospective student population and will provide employment and career opportunities in high-paid jobs in technical fields.
	CURRICULUM
16	Program mission The Center of Excellence in Information Technology and Cybersecurity is developed in response to the consistently high demand from industry for professionals with technical backgrounds in cybersecurity. The program will enhance the college's offerings to high-quality and affordable educational programs with the end goal to meet the economic needs of the region by preparing the students for high-paid technical jobs.
17	Provide the program objectives, provide the curricular degree sheet, and syllabi for all courses (syllabi are needed before it goes to the Undergraduate Curriculum Committee) 1. Graduates will be situated in growing careers involving Information Technology and cybersecurity. 2. Graduates will perform effectively both individually and in teams. 3. Graduates will demonstrate effective written and oral communication skills. 4. Graduates will demonstrate life-long learning skills to remain competitive in the field. Program objectives will be reviewed every 5 years to keep them current with changes in industry standards.
18	List the Program-level Student Learning Outcomes The following ABET student outcomes will be adopted for the Cybersecurity program courses (as the courses will be part of the Bachelor in IET program): SO1. An ability to apply knowledge, techniques, skills and modern tools of mathematics, science, engineering, and technology to solve broadly-defined engineering problems appropriate to the discipline; SO4. An ability to conduct standard tests, measurements, and experiments and to analyze and interpret the results to improve processes;
19	Curriculum matrix (outcomes by courses in the major). Provide this as Appendix B (Part I) See Appendix B
20	Describe the coordination with other College programs The proposed certificate program will complement our existing Bachelor in IET program. Students from both the Associate and Bachelor program will be highly encouraged to pursue this certificate program. The Bachelor program already requires students to take EECE 1132 Computer Networks. As most of the lower-level certificate courses are part of the Associate and Bachelor degree programs (and others could be utilized as technical electives), we hope students will be inclined to pursue those degrees as well. The stackable nature of the programs would potentially help growing enrollment numbers for the Associate and Bachelor programs, and would help attract more dual-credit students as well.

21	Explain the articulation agreements that the program will have with programs offered by other institutions No formal articulation exists with other institutions. However, this new program has the universal appeal and could articulate to any existing associate or bachelor program in the state related to cybersecurity or Information Technology. We are exploring the option of having articulation agreements with SFCC (and potentially with similar programs at CNM).
22	What plans is the plan for the delivery of courses modalities (e.g., distance education, face to face, hybrid, others)? Please provide an analysis of the competition that the program will have based on the selected delivery modality. The initial launch of this certificate program is designed for a traditional face-to-face format. One of the program courses (Computer Networks I) has been offered as an online course on a regular basis (already part of the Associate and Bachelor in IET program). Two of the five courses (Intro to Cybersecurity and Advanced Topics in Cybersecurity) are already prepared to be taught online or in a hybrid setting. To maximize accommodating of students, the entire certificate program could be offered in any of the three formats, depending upon student need or demand.
23	Describe the standards and practices that will be implemented for Prior Learning Assessment (PLA) within this program. Cybersecurity is a very specialized field of study and students entering at the certificate level are not supposed to have any prior learning in the area. Thus, no Prior Learning Assessment (PLA) will be needed or implemented for the program.
24	Describe the membership of the External Advisory Committee and the role that they have played in the development of Curriculum and Program-Level Student Learning Outcomes. The external advisory committee (EAC) that serves the Bachelor in IET program is serving for the proposed certificate program as well. Members of the EAC are comprised of highly qualified and experienced individuals from industry and Los Alamos National Labs. The topic of possibly expanding the IET program to include more security has been discussed a few times over the past few years. All feedback encouraged more cybersecurity content through courses and program curricula. The learning outcomes and the curriculum have been developed or being redesigned with the regular input of the EAC and the subject matter experts from LANL and other industry partners. The program faculty meets with the EAC at least one per academic year, and these topics have been covered for the last few years. Input from other LANL subject matter experts have been incorporated through the regular (annual/bi-annual) meetings as part of the existing IT/Cybersecurity Center of Excellence Project/Agreement.
25	Please indicate if this program falls within the umbrella of another program currently offered (for example, if the new program is an associate degree that consists of a subset of
	courses already offered by one or more bachelor programs, or whether the program is the result of a combination of courses already offered by the institution through other programs). Please indicate if a new CIP code is needed or already exists under the CIP codes approved for NNMC.

	The proposed certificate program falls under the umbrella of the Bachelor in IET program. Four existing courses will be utilized in this 5-course certificate. IT 1147 (IT Essentials) is a new topic course introduced Fall 2025. This course will be submitted as a regular catalog course, and be included in the program curriculum. Computer Networks I, Introduction to Cybersecurity, and Advanced Topics in Cybersecurity are being reworked to be more applicable to this certificate program. One completely new course, Network Security and Tools is being developed for the program. The following CIP code should be used for the proposed certificate program: 11.1003 - Computer and Information Systems Security/Auditing/Information Assurance:
ASSESSMENT	
26	Plan for program assessment and evaluation of program-level student learning outcomes. Provide this section in Appendix B (Part II) See Appendix B (Part II)
SUPPORT AND SUSTAINABILITY	
27	Describe the faculty will serve in this program and their credentials. Please describe if new faculty is needed. If no new faculty members are needed, please describe how the current faculty will serve this program and what will be the impact in the current areas that those faculty members are serving The IET program faculty will be responsible for offering and delivering the program-specific course. Currently there are two full-time faculty and one part-time faculty. We are losing that part-time faculty position, but we are also in the process of hiring a faculty in a full-time position. The new faculty member could be used to teach some of the cybersecurity courses as well. Faculty credentials: Dr. Michael Gideon has a PhD in Information Technology. His Master's degree is in Information security. He has been in the IT field for over 30 years and has been teaching IT for 15 years. Dr. Sadia Ahmed is an assistant professor and has a PhD in Electronic Engineering. She has been teaching general IT courses. Dr. Bryan Malone has a DCS in Computer Science. Dr. Malone has been teaching Computer Networking classes.
28	Describe precisely facility needs including, but not limited to identifying the office space for full-time faculty, adjunct faculty, administrative assistants. Identify the classrooms, labs, and instrumentation that this program will be required Through the Institutional Agreement with Triad/LANL (Center of Excellence in IT/Cybersecurity project) $110,000.00 has been allocated for computers, software, and hardware. As we have already updated our classrooms in the HT116, HT123, and HT126 with new computers, and software in the last couple of semesters, no other resources or infrastructure will be needed for the certificate program. We may or may not need new software licenses, but the funds required (nominal amount) for that can be covered through the tuition/fees itself. Please refer to the cost-revenue analysis for more detail.

29	Describe the annual budget for this program for the first five years, the projected enrollment per year (including new headcounts part-time, full-time, graduates, dropouts), and the projected revenue. Include spreadsheets and explain clearly the assumptions. Please provide this section in Appendix C. See Appendix C
30	Describe the plans for sustainability (including a five-year enrollment projection with revenue and cost projections) There is a big demand for cybersecurity professionals. Four of the five courses in the certificate program are going to be (some are already) part of the Bachelor program. Thus, introduction of these courses does not add to cost for the department or college, as the cost will be absorbed by the existing Bachelor program. The fifth course for the certificate program will not be a required course for the Bachelor in IET program, but it can be utilized by the Bachelor students as elective credits. The program faculty positions are already institutionalized. We are hoping that up to 20% of enrolled students for the certificate program would transfer to an Associates or Bachelor's program. This is consistent with our experience with CAD certificate program. If certificate students indeed continue with the Associate and/or Bachelor program, that would significantly contribute to the enrollment and revenue growth for the department. Appendix C provided the cost and revenue analysis and projections (along with the assumptions used for the analysis)
31	Describe the strategic enrollment plan for the program and how it is aligned with the college strategic enrollment plan The primary benefit for this certificate program is to fill the needs of LANL and their job opportunities. Introductory courses are pre-requisite free and ideal for dual-credit students. Additionally, there is a well-known demand for cybersecurity and it is believed that students and persons in the workforce would enroll in this certificate program. This could lead to additional enrollment in the IET programs.
32	Explain what external agencies (other than the Higher Education Department, the Higher Learning Commission, the U.S. Department of Education) need to approve (or must be notified) before the implementation of the program As per our understanding, there is no requirement of a major review by any external agency. The following external agencies need to be notified: The Higher Education Department, and the Higher Learning Commission.

Appendix A

Proposed Curriculum
Total Credit Requirement: 15

List of courses:
IT 1XXX IT Essentials
Prerequisite(s): None. (3 CR, 2T + 1S)

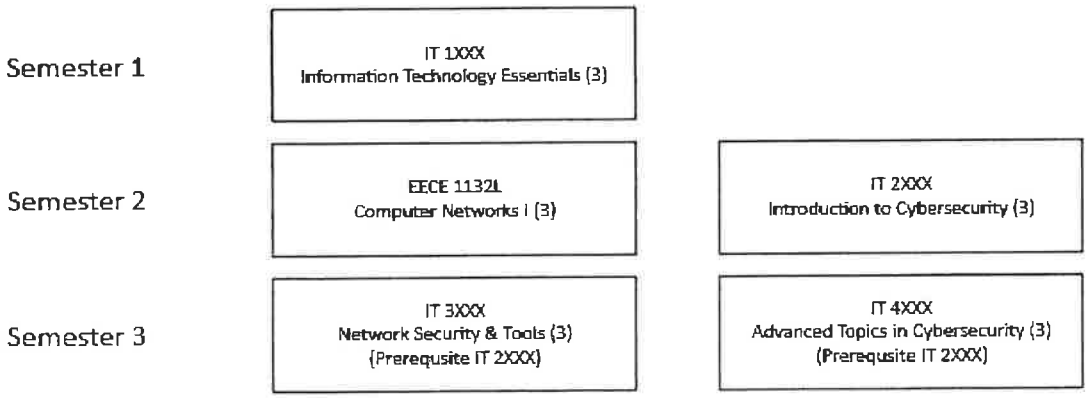
EECE 1132 Computer Networks I
Prerequisite(s): None. (3 CR, 3T + 0L)

IT 2XXX Introduction to Cybersecurity
Pre-requisite: none (3 CR, 3T + 0L).

IT 3 XXX Network Security & Tools
Pre-requisite: IT 2XXX (3 CR, 2T + 1S).

IT 4XXX Advanced Topics in Cybersecurity
Pre-requisite: IT 2XXX (3 CR, 2T + 1S).

Program Flowchart:



Course Descriptions:

IT 1XXX IT Essentials
IT Essentials covers fundamental computer and career skills for entry-level IT jobs. Students apply skills and procedures to install, configure, secure, and troubleshoot computers, mobile devices, and different operating systems. *Prerequisite(s):* None. (3 CR, 2T + 1S)

EECE 1132 Computer Networks I
Students will learn both practical and conceptual skills that build the foundation of networking. They will examine the OSI and TCP/IP layers in detail to understand their functions and services. Students will become familiar with the various network devices, network addressing schemes, and types of media used to carry data

across the network. They will gain experience designing and deploying inter-networks of WAN and LANS using static routing. *Prerequisite(s):* None. (3 CR, 3T + 0L)

IT 2XXX Introduction to Cybersecurity (Based off CompTIA Security+ Cert)
This course introduces the fundamentals of cybersecurity, including terminology, concepts, and principles. Students will learn the basics of information security, threat management cybersecurity resources, threats, attacks, defense (endpoint and network), basic cryptography / PKI, and ethics and legal considerations in cybersecurity. *Pre-requisite*: none (3 CR, 3T + OL).

IT 3XXX Network Security & Tools
This course focuses on securing network infrastructure and security tools along with protecting data at rest, in transit, and in use. Students will learn network architecture and protocols, firewalls, intrusion detection/prevention systems (IDS/IPS), Virtual Private Networks (VPNs), securing wireless networks, and network hardening and monitoring along with offensive and defensive tools, information gathering methods and tools, and encryption tools. *Pre-requisite*: IT 2XXX (3 CR, 2T + 1S).

IT 4XXX Advanced Topics in Cybersecurity (ISSA book Information Systems Security Association)
This course provides students with an overview of information security and how to effectively administer it. The material is intended to prepare students to become an information security practitioner who can secure systems and networks to meet the cyber security challenges. Students will learn risks, threats, vulnerabilities, business drivers of Information Security, access control, cryptography, security operations and administration, and contingency planning. *Pre-requisite*: IT 2XXX (3 CR, 2T + 1S).

Course Syllabi:

Department of Engineering
NORTHERN New Mexico College

Northern New Mexico College

EECE 1132: Computer Networks I
Fall 2024
Online

Course Num/Name	EECE 1132 Computer Networks I
Term and Date	16-week full-term Date: August 18 – December 13, 2024
Mode of Instruction	Online (OL)
Total Units of Course Credit & Description	Students will learn both practical and conceptual skills that build the foundation of networking. They will examine the OSI and TCP/IP layers in detail to understand their functions and services. Students will become familiar with the various network devices, network addressing schemes, and types of media used to carry data across the network. They will gain experience designing and deploying internetworks of WAN and LANs using static routing. 3 credits (3 credits of theory); 150 minutes per week of instructional time
College Department	Dr. Bryan Malone Email: bryan.malone@nnmc.edu Phone: 505-474-2264 Office: SERPA 110 Office hours: by appointment – When necessary, I will schedule a Zoom meeting at: https://nnmc.zoom.us/j/6105754168
Catalog Description	Students will learn both practical and conceptual skills that build the foundation of networking. They will examine the OSI and TCP/IP layers in detail to understand their functions and services. Students will become familiar with the various network devices, network addressing schemes, and types of media used to carry data across the network. They will gain experience designing and deploying internetworks of WAN and LANs using static routing. Prerequisite: None
Textbook and Supplies	Routing & Switching Version 6: Introduction to Networks. Cisco, 2017. (Free Electronic version Optional Reference use only)
Course Outcomes	By the end of this course, students will be able to: 1. Use network protocol models to explain the layers of communication of data networks. 2. Design and build simple Inter-networks WAN/LAN using industrial switches and routers, and devise appropriated IP addressing schemes including subnet masks and addresses. 3. Employ basic cabling and network designs to connect devices, following industry standards guidelines. 4. Use Cisco CLI commands to perform router and switch configuration and verification. 5. Analyze the operation and features of the transport and network layer protocols.

Department of Engineering
NORTHERN New Mexico College

	6. Secure routers (terminals and virtual terminals) using password protection and encryption
Student Learning Outcomes	SO1. An appropriate mastery of the knowledge, techniques, skills, and modern tools of their disciplines. SO6. An ability to identify, analyze and solve technical problems. SO12. The application of computer and network hardware, operating systems, system and network administration, programming languages, applications software, and databases in the building, testing, operation, and maintenance of hardware and software systems.
College Wide Outcomes	1. Ability to communicate clearly and effectively a. Use the verbal, written, listening, and visual skills necessary to analyze, synthesize and cite information, construct arguments, identify and solve problems, and engage across academic fields and civic discourse. 2. Ability to think critically through analytical, inventive and creative means a. Infer specific contexts and situations for learning by asking essential questions and applying both quantitative or qualitative methodologies and processes to solve problems. 3. Demonstrate commitment to address cultural, social, and ethical responsibilities a. Ability to perceive situations from various cultural and ethical contexts; to realize the role of the individual in influencing societal consequences; understand the importance of character values such as but not limited to: truthfulness and personal integrity, sense of responsibility, sense of fairness and justice, to test conventional wisdom for the pursuit of truth empathy, compassion, and general good citizenship. 4. Demonstrate Proficiency in the use of Current Technology and Innovation a. College-wide Outcome 4- Information competency and research: An appropriate mastery of the knowledge, techniques, skills, and modern tools of the Information Engineering Technology (IET) discipline.
Course Requirements and Grading Policy	Cisco Quizzes: 10% Cisco Progress Exams: 20% Simulation labs: 40% Final Exam Skills/Written: 30%	Grade Assignment: 99-100: A+ 81-82: B- 93-98: A 79-80: C+ 91-92: A- 73-78: C 89-90: B+ 71-72: C- 83-88: B 61-70: D 60 and below: F
Topics	• Networking Today • Basic Switch and End Device Configuration • Protocols and Models • Physical Layer • Number Systems	• Address Resolution • Basic Router Configuration • IPv4 Addressing • IPv6 Addressing • ICMP • Transport Layer

Department of Engineering
NORTHERN New Mexico College

	• Data Link Layer • Ethernet Switching • Network Layer	• Application Layer • Network Security Fundamentals • Build a Small Network
Grading Policy		
Expectation and efforts	1. **Conduct:** Students are expected to comply with the Student Code of Conduct found in the *NNMC Student Handbook*. 2. **Verbal communications:** oral and written communications are important in the educational setting. Each student is expected to participate in classroom discussions as part of their training for entering the work environment of a practicing professional. 3. **Expected Study and Work Level:** the NNMC Student Handbook suggests a necessary but not sufficient condition for an undergraduate student expecting a C to work 6 hours outside of class for a 4-hour credit course and 9 hours of outside study time for an expectation of a B in the same course. The instructor expects a similar effort for a 3-hour credit course. Assigned notes, book chapters or sections must be read before coming to class. Hence, reading the assigned material before class will help each student's performance and learning experience from such sessions. The attached syllabus indicates the class sessions in which the course topics will be covered. Sequence and number of sessions on certain topics may vary depending on the needs of the class and unforeseeable requirements for re-scheduling due to NNMC events, classroom availability, etc. Students are encouraged to take notes in class or upon reviewing the required readings. Notes on important points of the assigned reading will prove useful in the classroom discussion described below. Students unable to attend a class session are expected to use the "buddy" system to obtain notes or quiz material discussed in the class they missed. Do not expect from the instructor to repeat the lecture. 4. **Accessibility Services Statement:** Northern New Mexico College recognizes its responsibility for creating an institutional climate in which students with disabilities can succeed. Section 504 of the Rehabilitation Act and the Americans with Disabilities Act; states that if you have a documented disability, you may request accommodations to obtain equal access and promote learning in this class. Please contact Verna Trujillo, Coordinator of Accessibility and Resource Center, at 595-929-1533, or v.trujillo@nnmc.edu to inquire about obtaining appropriate accommodations. After your eligibility is determined, you will be given a letter, which, when presented to instructors, will help us know best how to assist you. 5. **Counseling Services Statement:** Mental Health and Substance Abuse Counseling services are available on-campus for NNMC students, including during the summer session. Counseling services are provided by an independent licensed therapist. All services are free for students, and are confidential. No record of counseling is contained in any academic, educational, or job placement file. Counseling is an opportunity to solve problems and learn new skills. Students can utilize counseling services to address issues such as depression, anxiety, stress,	

PTSD, anger management and alcohol and drug concerns. Students may also meet with the counselor if they are interested in off-campus resources and referrals. Our office in located in Teacher Education Building #213, on the 2nd floor. Students may refer themselves for counseling. Referrals can be made by contacting Adam Baca, MA, LPCC, Behavioral Health Counselor, directly at 505-747-5064 or adam.baca@nnmc.edu.

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Electronic Devices: It is expected you will respect others by not using communication devices such as cell phones and PDA's during the class period and they should be put into a "silent" mode. Any violation of the Student Code of Conduct will be taken very seriously and appropriate sanctions will be applied. Violations include: plagiarism, exam misconduct, etc.

Tentative Course Sessions

Course Lesson Plans

Week	Topics: Introduction to Networks v7.02 (ITN)	Due
Week 1	Introduction Module 1: Exploring the Network Module 2: Basic Switch and End Device Configuration	8/25/2024
Week 2	Module 3: Protocols and Models Modules 1 – 3: Basic Network Configuration Exam	9/1/2024

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Week 3	Module 4: Physical Layer	9/8/2024
Week 4	Module 5: Numbering Systems	9/15/2024
Week 5	Module 6: Data Link Layer	9/22/2024
Week 6	Module 7: Ethernet Switching Modules 4 - 7: Ethernet Concepts Exam	9/29/2024
Week 7	Module 8: Network Layer	10/6/2024
Week 8	Module 9: Address Resolution (ARP)	10/13/2024
Week 9	Module 10: Basic Router Configuration Modules 8 - 10: Communicating Between Networks Exam	10/20/2024
Week 10	Module 11: IPv4 Addressing Module 12: IPv6 Addressing	10/27/2024
Week 11	Module 13: ICMP Modules 11 - 13: IP Addressing Exam	11/3/2024
Week 12	Module 14: Transport Layer	11/10/2024
Week 13	Module 15: Application Layer Modules 14 - 15: Network Application Communication Exam	11/17/2024
Week 14	Module 16: Network Security Fundamentals	11/24/2024
Week 15	Thanksgiving Break – No classes	11/26-12/1
Week 16	Module 17: Build a Small Network Modules 16 - 17: Build and Secure Small Networks Exam Lab Completion and Final Review	12/8/2024
Week 17	Final Exam	12/9/2024

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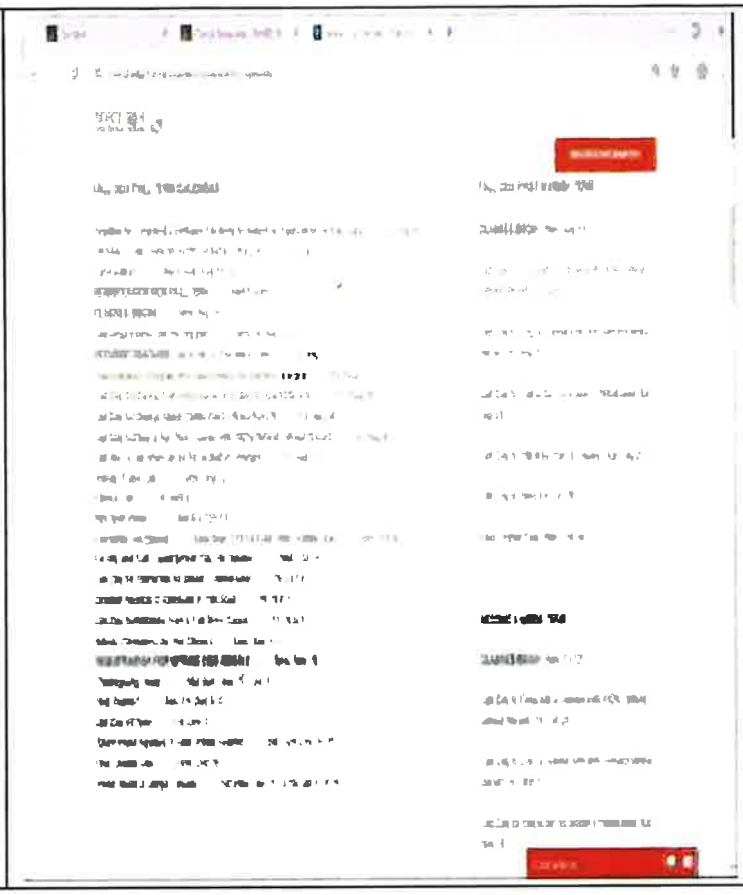
Academic Calendar	

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COMPUTER LAB SAFETY

General Lab Guidelines

The following rules will apply throughout the semester, regardless of the unit of study.

- You are not permitted to have food or drinks in the classroom. The reasons for this should be obvious. Liquids and electricity do not mix! The possibility for harm to students and equipment makes this the "golden rule" in the computer lab. Food crumbs can be harmful to equipment with moving parts, such as keyboards and mice, and have a tendency to attract unwanted pests.

- A safe working environment should be uncluttered. Leave jackets and coats, handbags, knapsacks, etc. in an area designated by your instructor.

- During the first days of class, your instructor will identify the following:

    1. The location of emergency equipment, including first aid kits, fire extinguisher, eye-wash station, and other essential items.

    2. The machines, tools and classroom areas that are not specifically designated as part of the course, and which are strictly OFF LIMITS.

- Avoid wearing loose-fitting clothing/jewelry. They have a tendency to get snagged on equipment, and also increase the likelihood of electrostatic discharge (ESD), which is the transfer of static electricity. While harmless to humans, static electricity can damage sensitive electronic components.

- Absolutely NO horseplay – running, wrestling, etc. – will be tolerated in the lab.

- Above all, USE COMMON SENSE:

    1. Show respect for the lab, the equipment and your classmates.

    2. If you see someone doing something unsafe, stop them and remind them of the correct way to proceed.

    3. Report any injuries or damage to equipment to your teacher immediately.

    4. If you're not sure how to proceed, ASK your INSTRUCTOR.

Computer Acceptable Use policies.

The following rules should be followed when building and configuring computers:

- Do not underestimate the shock hazard inherent in working computers. Always check for yourself that the computer chassis is off and unplugged before removing the chassis cover.

- Under no circumstances should the cases of monitors or power supplies be opened. Both contain high voltage storage components that may hold dangerous voltage levels even after being unplugged.

- Observe the same basic rules of electricity that you would use around your home – for example, never use power cords or power bars with a damaged plug or a frayed cord, never overload sockets or power bars with too many plugs, etc. Report damaged equipment to your teacher immediately.

- Use tools only for the purpose for which they were designed. You should not have to force, pry or bang on covers or components when removing or inserting them.

- Adhere to all rules regarding static electricity when handling the motherboard, CPU, and other circuit boards containing delicate electronic components.

- Use caution around computers' networks, especially in the presence of extra power cables, power bars and network cables. These can be a tripping hazard, and when snagged, can pull computers/monitors off the desk.

Working with Electronic Circuits

Students will be studying and building small electronic circuits in some courses. These circuits will utilize electronic components such as resistors, capacitors and small motors. In addition, some simple soldering may be required.

The following rules should be followed when building electronic circuits:

- Most circuits will be powered using a 9V battery, or an AC adapter. While these components present minimal danger, you must always respect the fact that you are dealing with electricity. Never touch a bare wire or contact. If you see smoke, or smell something burning, disconnect any power immediately, and inform your teacher immediately.

- Electronic components should never become hot. Hot components means that there is a problem with the circuit. Disconnect any power immediately and inform your instructor immediately.

- Use caution when inserting/removing integrated circuit chips from their sockets. They contain sharp pins which can easily cut or puncture skin. Where appropriate, a chip extractor tool should be used.

- Adhere to all rules regarding static electricity when handling integrated circuit chips, transistors, and other semiconductor components.

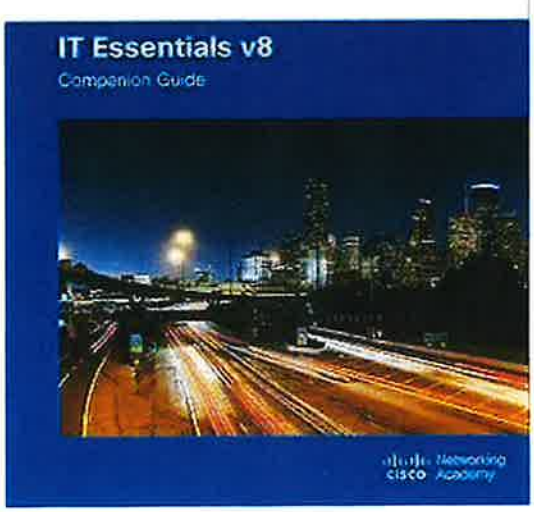
- If you are soldering, remember that he tip of a soldering iron approaches 400°C. Take great care in avoiding contact with your skin, clothing, your workbench, and the soldering iron's power cable. Always return the soldering iron to its stand when not in use.

IT 1XXX–Information Technology Essentials

College of Engineering and technology

Northern New Mexico College

Fall 2025 BOL

Course Number	IT 1XXX	
Course Name	**Information Technology Essentials**	
Course Credit	3 Credits	
Course Description	IT Essentials covers fundamental computer and career skills for entry-level IT jobs. Students apply skills and procedures to install, configure, and troubleshoot computers, mobile devices, and different Operating Systems.	
Instructor	Dr. Michael Gideon Email:Michael.gideon@nnmc.edu Cell Phone: 831-275-0818 Office: TBD Office hours: Email me for an appointment outside office hours. We will allocate time for questions and answers during our weekly meeting, as needed	
Pre-requisites	None	
Co-requisites	None	
Textbook		IT Essentials Compation Guide v8 Cisco Press ISBN-978-0138166106
Other Material	The labs and simulations can be found at https:/ www.netacad.com PowerPoint can be found in the week's corresponding module on the LMS. Supplemental videos can be found under corresponding LMS modules.	
Topics	Module 1: Introduction to Personal Computer Hardware Module 2: PC Assembly Module 3: Advanced Computer Hardware	

	Module 4: Preventive Maintenance and Troubleshooting Module 5: Networking Concepts Module 6: Applied Networking Module 7: Laptops and Other Mobile Devices Module 8: Printers Module 9: Virtualization and Cloud Computing Module 10: Windows Installation Module 11: Windows Configuration Module 12: Mobile, Linux, and macOS Operating Systems Module 13: Security Module 14: The IT Professional
Student Learning	In this course students will learn the fundamentals of computer technology, networking, and security, and will have the skills required to identify hardware, peripheral, networking, and security components. Successful students will understand the basic functionality of the operating system and basic troubleshooting methodology, practice proper safety procedures. At the end of this course the students will be able to: • Describe and utilize the six step A+ troubleshooting process • Identify motherboard components and form factors • Identify common problems with BIOS and CMOS • Describe the basics of CPU Architecture, common CPU's brands and problems • Identify types of RAM, install and troubleshoot DRAM • Test and troubleshoot power supplies • Identify and troubleshoot problems with storage devices • Identify pre-installation problems for Windows • Identify and configure common windows components and applications • Troubleshoot basic laptop problems • Install and configure peripherals • Install and configure printers • Install and configure network applications and devices
Grading Policy	Grading Scale A+ = 100 A> = 90 –99 B+> = 86 –89.99 B> = 80 –85.99 C+> = 76 –79.99 C> = 70 –75.99 D+> = 66 –69.99 D> = 60 –65.99 F Below 59.99

	The weights are distributed according to the following activities: Assignments: 30% Labs: 20% Midterm exam: 20% Final exam: 30%
Readings, lecture material, labs, and assignments	All readings, lecture material, and companion material for the course are available in the LMS corresponding modules. There may be supplemental hardware used and assigned depending if the labs are online, in-person, or blended online. Assignments are due at the start of class of the following week as the assignment was assigned.
Midterm exam, final exam, and project	Midterm and final exams are administered on Cisco's NetAcad website. Only one attempt is allowed and only for the allotted class time.
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	class. Please contact the Coordinator of Accessibility and Resource Center to inquire about appropriate accommodations. After your eligibility is determined, you will be given a letter, which when presented to instructors, will help us know best how to assist you.
Accessibility Services Statement	Northern New Mexico College recognizes its responsibility for creating an institutional climate in which all students can succeed. Northern is committed to providing equitable access to all learning opportunities. The Accessibility and Resource Center (ARC) is the campus office that collaborates with students who have disabilities to provide and/or arrange reasonable accommodations. In accordance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990; if you have a documented disability, you may request accommodations to obtain equal access and to promote your learning in all classroom settings. Please contact the Coordinator of Accessibility and Resource Center to inquire about appropriate accommodations. Contact Verna A. Trujillo either via email; v.trujillo@nnmc.edu or by phone; (505) 747-2152. After your eligibility is determined, you will be given a letter, which when presented to instructors, will help us know best how to assist you.
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Email	Email is often the preferred method for communications between professors and students these days. However, sometimes many students disregard proper netiquette and present themselves in email in less than a professional manner. Email is a communication tool that must be used with an understanding of how your writings will be received. Any email needs to be composed, previewed, and properly headed with subject lines (put the class section in the subject line), salutation, and signature (give me your name). Misspelling, poor grammar, and/or improper composition is not professional.

	Remember to always leave recipients and those you communicate with an impressive image of yourself regardless of the content.
Tentative schedule	

IT 2XXX: Introduction to Cybersecurity

Course Number	IT 2XXX
Course Name	Introduction to Cybersecurity
Course Credit	3 credits (3 credits of theory)
Instructor	Dr. Michael Gideon Email: michael.gideon@nnmc.edu Phone: 505.747.5427 Office: SERPA 110 Office hours: M/W 1:00pm-3:30pm T/Th 11:00am-1:00pm or by appointment.
Textbook	Ciampa, M. (2022). CompTIA Security+ Guide to Network Security Fundamentals (7th Edition) ISBN-10. 0357424379, ISBN-13. 978-0357424377 Implementing Network Security, Cisco Press (electronic material). L. Miller, "Cybersecurity Survival Guide," 2nd Edition, Palo Alto Academy, June 2016 (electronic material). Companion material such as laboratory manuals will be provided via Blackboard or the virtual laboratory.
Catalog Course Description	*This course provides students with an overview of information security and how to effectively administer it. The material is intended to prepare students to become an information security practitioner who is able to secure systems and networks to meet the challenges in a world where continuously emerging threats, ever-present attacks, and the success of criminals illustrate weaknesses in current information technologies.*
Student Learning Outcomes/Objectives /Competencies of the Course	*1. Describe the challenges of securing information* *2. Describe the fundamental principles of security* *3. Define and explain malware types and social engineering attacks* *4. Explain how to secure data and host computers* *5. Apply cryptographic algorithms to achieve confidentiality, integrity, and authentication* *6. Describe IDS and IPS technologies, and implement them on a network.* *7. Describe next-generation firewall technologies* *8. Apply URL filtering, NAT policies, AP-ID and content-ID to protection networks from malware and viruses* *9. Deploy Virtual Private Networks (VPNs)* *10. Use dynamic analysis / WildFire service to detect threats* *SO 2. An ability to apply current knowledge and adapt to emerging applications of mathematics, science, engineering, and technology.* *SO 3. An ability to conduct, analyze and interpret experiments, and apply experimental results to improve processes.*

	SO 4. An ability to apply creativity in the design of systems, components, or processes appropriate to program educational objectives. *SO6. An ability to identify, analyze and solve technical problems.* *SO 11. A commitment to quality, timeliness, and continuous improvement.* *SO12. The application of computer and network hardware, operating systems, system and network administration, programming languages, applications software, and databases in the building, testing, operation, and maintenance of hardware and software systems.*
College-Wide Student Learning Outcomes	*1. Ability to communicate clearly and effectively* *a. Use the verbal, written, listening, and visual skills necessary to analyze, synthesize and cite information, construct arguments, identify and solve problems, and engage across academic fields and civic discourse.* *2. Ability to think critically through analytical, inventive and creative means* *a. Infer specific contexts and situations for learning by asking essential questions and applying both quantitative or qualitative methodologies and processes to solve problems.* *3. Demonstrate commitment to address cultural, social, and ethical responsibilities* *a. Ability to perceive situations from various cultural and ethical contexts; to realize the role of the individual in influencing societal consequences; understand the importance of character values such as but not limited to: truthfulness and personal integrity, sense of responsibility, sense of fairness and justice, to test conventional wisdom for the pursuit of truth empathy, compassion, and general good citizenship.* *4. Demonstrate Proficiency in the use of Current Technology and Innovation* *a. Ability to use current technology including (where applicable) but not limited to: computer software such as word processors, statistics/analytical programs, simulation programs, musical/artistic programs, and other software that increases overall ability and understanding; machinery and industrial processes that contributes towards increased productivity and efficiency; Innovation or the application of creativity or original thought.*

Topics	Module 1 - Introduction to Security Module 2 - Threat Management and Cybersecurity Resources Module 3 - Threats and Attacks on Endpoints Module 4 - Endpoint and Application Development Security Module 5 - Mobile, Embedded, and Specialized Device Security Module 6 - Basic Cryptography Module 7 - Public Key Infrastructure and Cryptographic Protocols Module 8 - Networking Threats, Assessments, and Defenses Module 9 - Network Security Appliances and Technologies Module 10 - Cloud and Virtualization Security Module 11 - Wireless Network Security Module 12 - Authentication,

	Module 13 - Incident Preparation, Response, and Investigation. Module 14 - Cybersecurity Resilience Module 15 - Risk Management and Data Privacy
Grading Policy	The grading policy is given as follows: • Assignments / Labs: 50% • Midterm: 20% • Final Exam: 30% Grade Assignment: • 90-100: A • 80-89: B • 70-79: C • 60-69: D • 59 and below: F
Expectations and Efforts	Principles of rhetorical theory as applied in public speaking situations: audience analysis, content, organization, style, verbal and non-verbal expression, and critical listening. You will deliver various speeches following selected rhetorical modes. Prerequisite: ENG 109N. (3 credits)
Student Learning Outcomes of the course	**Assignments**: Assignments must be turned in at the start of the class meeting for which they are assigned. In most cases, class discussion center around these assignments. Please make a copy for your reference. Assignments turned in one class meeting late, (except in the case of an absence as explained below) will be graded, then reduced by 25%. No assignment will be accepted later than one class meeting after the original due date. Assignments will be graded and returned during the following class meeting or online in the grade book in Blackboard. There will be several lab and homework assignments. All lab assignments have the same weight. Similarly, all homework assignments have the same weight. All readings, lecture material, and companion material for the laboratory assignments are eligible to be included in the exams. Deadlines for laboratory assignments will be posted in Blackboard at least one week prior to the deadline. All work is to be submitted through blackboard. **Attendance**: Occasionally, work, health, and family obligations have priority over course attendance. If you must miss a class, please notify the instructor in advance. If an assignment is due, please make every effort to deliver the assignment to the instructor prior to the class meeting by uploading the assignment into the Blackboard platform. In the case of an excused absence, assignments turned in at the start of the first week class meetings following your absence will receive full credit. If you have not notified the instructor in advanced of your absence, assignments turned in at the start of the first class following your absence will be graded, then reduced by 10%. Assignments will not be accepted later than the first class following your absence. Student attendance is essential. Students are responsible for all material covered in each class presentation session. Students' interaction is central to the learning experience and imparts critical observations and knowledge to all concerned. If a student misses more than one class meeting, the facilitator has no choice but to assign a failing grade. Students cannot complete enough makeup work to cover 15% of the in-class time, nor is it fair to the other class participants who are in attendance. **1-Conduct:** Students are expected to comply with the Student Code of Conduct found in the NNMC Student Handbook.

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Exams and Quizzes	All exams and quizzes including the final are "closed book", unless otherwise is explicitly stated. St are expected to have read the text or other material assigned prior to coming to class. Midterm a exams will be in class, without resubmission option. While students are encouraged to collaborate activities (midterm exam, final exam, laboratory assignments, and project) will be graded individu Note that "collaborate" does not mean copying someone else's work.
Lab Assignments and Projects	Assignments will be done individually, unless collaboration is explicitly permitted by the Instructor.
Course Sessions	Week 1 Module 1 - Introduction to Security Week 2 Module 2 - Threat Management and Cybersecurity Resources Week 3 Module 3- Threats and Attacks on Endpoints Week 4 Module 4 - Endpoint and Application Development Security Week 5 Module 5 - Mobile, Embedded, and Specialized Device Security Week 6 Module 6 - Basic Cryptography Week 7 Module 7 - Public Key Infrastructure and Cryptographic Protocols Week 8 Midterms Module 8 - Networking Threats, Assessments, and Defenses Spring Break 3/17/25 to 3/21/25 Week 9 Module 9 - Network Security Appliances and Technologies Week 10 Module 10 - Cloud and Virtualization Security Week 11 Module 11 - Wireless Network Security Week 12 Module 12 - Authentication, Week 13 Module 13 - Incident Preparation, Response, and Investigation. Week 14 Module 14 - Cybersecurity Resilience Week 15 Module 15 - Risk Management and Data Privacy Week 16 Finals
Academic Calendar	• First day to use financial aid for bookstore charges ... Mon, Jan 6 • Deadline for Degree & Certificate Students to Submit an Application for Spring 2025 ... Fri, Jan 1 • CONVOCATION ... Mon-Thurs, Jan 13-16 • REGISTRATION FOR SPRING 2025 ... Tues, Nov 12-Fri, Jan 24 • HOLIDAY (Martin Luther King Jr's . Birthday) ... Mon, Jan 20 • CLASSES BEGIN ... Tues, Jan 21 • Late Registration (late fee required) ... Tues, Jan 21-Fri, Jan 24 • PAYMENT DEADLINE: pay in full, or 5% down + plan ... Fri, Jan 24 • Disenrollment–Students who have missed the payment deadline ... Fri, Jan 24 • Last Day to Change Full-term Course Schedule (Drops/Adds only) ... Fri, Jan 31 • Last Day to Change Grade Option from CR-AU/AU-CR ... Fri, Jan 31 • Last Day to Drop a Full-Term Course with 100% Refund without Record ... Fri, Jan 31 • Last day to use financial aid for bookstore charges ... Fri, Jan 31 • Last Day to Receive a Refund for Texts through the Bookstore ... Fri, Jan 31 • Census Day ... Fri, Feb 7 • Holiday (President's Day) ... Mon, Feb 17 • Curriculum Assessment Day ... Fri, Feb 21 • Mid-Term Week ... Mon-Fri, March 10-14 • SPRING BREAK ... Mon-Sun, March 17-23 • Mid-Term Grades Due ... Wed, March 19 • Last Day for Instructors to Initiate a Withdrawal ... Fri, March 21 • Last Day to Withdraw from a Full-Term Course ... Fri, March 28 • Deadline to apply to Graduate for Spring 2025 Fri, April 4 • REGISTRATION FOR SUMMER AND FALL 2025 BEGINS . . . . Mon, April 14 • Holiday (Good Friday) No Classes ... Fri, April 18 • Final Exams* ... Mon-Fri, May 12-16 • Commencement Rehearsal ... Thurs, May 15

	• Last Day of Term ... Fri, May 16 • Commencement ... Sat, May 17 • Final Exams make-up day in case of bad weather ... Sat-Sun, May 17-18 • Final Grades Due ... Mon, May 19
Computer Lab Safety	• General Lab Guidelines • The following rules will apply throughout the semester, regardless of the unit of study. • You are not permitted to have food or drinks in the classroom. The reasons for this should be ob Liquids and electricity do not mix! The possibility for harm to students and equipment makes this "golden rule" in the computer lab. Food crumbs can be harmful to equipment with moving parts, keyboards and mice, and have a tendency to attract unwanted pests. • A safe working environment should be uncluttered. Leave jackets and coats, handbags, knapsac in an area designated by your instructor. • During the first days of class, your instructor will identify the following: 1. The location of emergency equipment, including first aid kits, fire extinguisher, eye-wash stati other essential items. 2. The machines, tools and classroom areas that are not specifically designated as part of the co and which are strictly OFF LIMITS. Avoid wearing loose-fitting clothing/jewelry. They have a tendency to get snagged on equipment, also increase the likelihood of electrostatic discharge (ESD), which is the transfer of static electrici While harmless to humans, static electricity can damage sensitive EET 201 Digital Systems 7 electr components. • Absolutely NO horseplay – running, wrestling, etc. – will be tolerated in the lab. • Above all, USE COMMON SENSE: 1. Show respect for the lab, the equipment and your classmates. 2. If you see someone doing something unsafe, stop them and remind them of the correct way t proceed. 3. Report any injuries or damage to equipment to your teacher immediately. 4. If you're not sure how to proceed, ASK your INSTRUCTOR. Computer Acceptable Use policies. The following rules should be followed when building and configuring computers: • Do not underestimate the shock hazard inherent in working computers. Always check for yourse the computer chassis is off and unplugged before removing the chassis cover. • Under no circumstances should the cases of monitors or power supplies be opened. Both contai voltage storage components that may hold dangerous voltage levels even after being unplugged. Observe the same basic rules of electricity that you would use around your home – for example, r use power cords or power bars with a damaged plug or a frayed cord, never overload sockets or p bars with too many plugs, etc. Report damaged equipment to your teacher immediately. • Use tools only for the purpose for which they were designed. You should not have to force, pry on covers or components when removing or inserting them. • Adhere to all rules regarding static electricity when handling the motherboard, CPU, and other c boards containing delicate electronic components. • Use caution around computers/ networks, especially in the presence of extra power cables, pow

	and network cables. These can be a tripping hazard, and when snagged, can pull computers/moni the desk. Working with Electronic Circuits Students will be studying and building small electronic in some courses. These circuits will utilize electronic components such as resistors, capacitors and motors. In addition, some simple soldering may be required. The following rules should be followe when building electronic circuits: • Most circuits will be powered using a 9V battery, or an AC adapter. While these components pre minimal danger, you must always respect the fact that you are dealing with electricity. Never touc bare wire or contact. If you see smoke, or smell something burning, disconnect any power immed and inform your teacher immediately. • Electronic components should never become hot. Hot components means that there is a proble the circuit. Disconnect any power immediately and inform your instructor immediately. • Use caution when inserting/removing integrated circuit chips from their sockets. They contain sh pins which can easily cut or puncture skin. Where appropriate, a chip extractor tool should be use Adhere to all rules regarding static electricity when handling integrated circuit chips, transistors, a other semiconductor components. • If you are soldering, remember that he tip of a soldering iron approaches 400°C. Take great care avoiding contact with your skin, clothing, your workbench, and the soldering iron's power cable. A return the soldering iron to its stand when not in use.

IT 3XXX – Network Security and Tools

College of Engineering and technology

Northern New Mexico College

Fall 2025 BOL

Course Number	IT 3XXX
Course Name	Network Security & Tools
Course Credit	3 Credits
Course Description	This course focuses on securing network infrastructure and security tools along with protecting data at rest, in transit, and in use.
Instructor	Dr. Michael Gideon Email:Michael.gideon@nnmc.edu Cell Phone: 831-275-0818 Office: TBD Office hours: Email me for an appointment outside office hours. We will allocate time for questions and answers during our weekly meeting, as needed
Pre-requisites	EECE 3380
Co-requisites	None
Textbook	PDFs and Whitepapers provided by instructor.
Other Material	The labs and simulations can be found under corresponding LMS modules. PowerPoint can be found in the week's corresponding module on the LMS. Supplemental videos can be found under corresponding LMS modules.
Topics	Protocols and Ports

	Honeypots Intrusion Detection and Intrusion Prevention Systems (IDS/IPS) Firewalls (hardware) Firewalls (software) Virtual Private Networks (VPNs) Wireless Security Digital Forensics Penetration Testing
Student Learning	Students will learn network architecture and protocols, firewalls, intrusion detection/prevention systems (IDS/IPS), Virtual Private Networks (VPNs), securing wireless networks, and network hardening and monitoring along with offensive and defensive tools, information gathering methods and tools, and encryption tools. At the end of this course the students will be able to: • Identify and understand ports and protocols. • Build and maintain a honeypot. • Install and configure Intrusion detection/prevention systems. • Configure and manage a physical (hardware) firewall. • Install, configure, and manage a software firewall. • Manage SSL and site to site VPNs. • Configure and administer Wi-Fi security. • Use industry standard digital forensics tool. • Perform and understand penetration testing.
Grading Policy	Grading Scale A+ = 100 A> = 90 –99 B+> = 86 –89.99 B> = 80 –85.99 C+> = 76 –79.99 C> = 70 –75.99 D+> = 66 –69.99 D> = 60 –65.99 F Below 59.99 The weights are distributed according to the following activities: Assignments: 30% Labs: 40% Final Project: 30%

Readings, lecture material, labs, and assignments	All readings, lecture material, and companion material for the course are available in the LMS corresponding modules. There may be supplemental hardware used and assigned depending on if the labs are online, in-person, or blended online. Assignments are due at the start of class of the following week as the assignment was assigned.
Midterm exam, final exam, and project	Final project should be worked on throughout the semester. Presenting the final project will be done orally during finals week.
Expectation and efforts	1-Conduct: Students are expected to comply with the Student Code of Conduct found in the NNMC Student Handbook. 2-Verbal communications: oral and written communications are important in the educational setting. Each student is expected to participate in classroom discussions as part of their training for entering the work environment of a practicing professional. 3-Expected Study and Work Level: the NNMC Student Handbook suggests a necessary but not sufficient condition for an undergraduate student expecting a C to work 6 hours outside of class for a 4-hour credit course and 9 hours of outside study time for an expectation of a B in the same course. The instructor expects a similar effort for a 3-hour credit course. Assigned notes, book chapters or sections must be read before coming to class. Hence, reading the assigned material before class will help each student's performance and learning experience from such sessions. The attached syllabus indicates the class sessions in which the course topics will be covered. Sequence and number of sessions on certain topics may vary depending on the needs of the class and unforeseeable requirements for re-scheduling due to NNMC events, classroom availability, etc. Students are encouraged to take notes in class or upon reviewing the required readings. Notes on important points of the assigned reading will prove useful in the classroom discussion described below. Students unable to attend a class session are expected to use the "buddy" system to obtain notes or quiz material discussed in the class they missed. Do not expect from the instructor to repeat the lecture. 4-Students with disabilities: Northern New Mexico College recognizes its responsibility for creating an institutional climate in which students with disabilities can succeed. In accordance with Section 504 of the Rehabilitation Act and the Americans with Disabilities Act; if you have a documented disability, you may request accommodations to obtain equal access and to promote your learning in this class. Please contact the Coordinator of Accessibility and Resource Center to inquire about appropriate accommodations. After your eligibility is determined, you will be given a letter, which when presented to instructors, will help us know best how to assist you.

Accessibility Services Statement	Northern New Mexico College recognizes its responsibility for creating an institutional climate in which all students can succeed. Northern is committed to providing equitable access to all learning opportunities. The Accessibility and Resource Center (ARC) is the campus office that collaborates with students who have disabilities to provide and/or arrange reasonable accommodations. In accordance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990; if you have a documented disability, you may request accommodations to obtain equal access and to promote your learning in all classroom settings. Please contact the Coordinator of Accessibility and Resource Center to inquire about appropriate accommodations. Contact Verna A. Trujillo either via email; v.trujillo@nnmc.edu or by phone; (505) 747-2152. After your eligibility is determined, you will be given a letter, which when presented to instructors, will help us know best how to assist you.
Counseling Services Statement	Mental Health and Substance Abuse Counseling services are available on-campus, or virtually (as needed) for NNMC students, including during the summer session. Counseling services are provided by an independent licensed therapist. All services are free for students and are confidential. No record of counseling is contained in any academic, educational, or job placement file. Counseling is an opportunity to solve problems and learn new skills. Students can utilize counseling services to address issues such as depression, anxiety, stress, PTSD, anger management and alcohol and drug concerns. Students may also meet with the counselor if they are interested in off-campus resources and referrals. Our office is in Teacher Education Building #213, on the 2nd floor. Students may refer themselves for counseling. Referrals can be made by contacting Adam Baca, MA, LPCC, Behavioral Health Counselor, directly at 505-747-5064 or adam.baca@nnmc.edu.
Title IX Statement	As a recipient of Federal financial assistance for educational activities, Northern New Mexico College, is required by Title IX of the Educational Amendments of 1972 to ensure that all of its education programs and activities are free from discrimination on the basis of sex. Sexual discrimination includes sexual misconduct (sexual violence, stalking, intimate partner violence, gender based animosity and gender based stereotyping). If you have questions about Title IX or wish to file a Title IX complaint, Title IX Coordinator at title9@nnmc.edu. Please note: as employees of Northern New Mexico College, we are all required by law to report any incidents of sexual misconduct to the Title IX Coordinator.
Email	Email is often the preferred method for communications between professors and students these days. However, sometimes many students disregard proper netiquette and present themselves in email in less than a professional manner. Email is a communication tool that must be used with an understanding of how your writings will be received. Any email needs to be composed, previewed, and properly headed with subject lines (put the class section in the subject line), salutation, and signature (give me your name). Misspelling, poor grammar, and/or

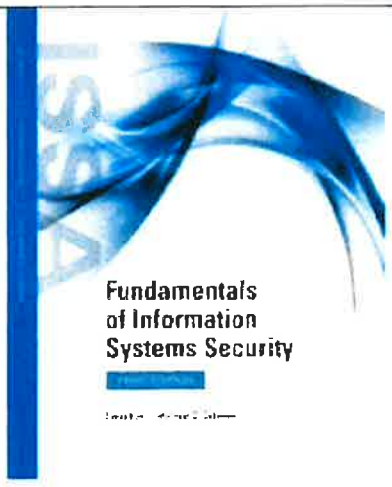
	improper composition is not professional. Remember to always leave recipients and those you communicate with an impressive image of yourself regardless of the content.
Tentative schedule	

IT 4XXX – Advanced Topics in Cybersecurity

College of Engineering and technology

Northern New Mexico College

Fall 2025 Online

Course Number	IT 4XXX
Course Name	Advanced Topics in Cybersecurity
Course Credit	3 Credits
Course Description	This course provides students with an overview of information security and how to effectively administer it. The material is intended to prepare students to become an information security practitioner who is able to secure systems and networks to meet the challenges in a world where continuously emerging threats, ever-present attacks, and the success of criminals illustrate weaknesses in current information technologies.
Instructor	Dr. Michael Gideon Email:Michael.gideon@nnmc.edu Cell Phone: 831-275-0818 Office: TBD Office hours: Email me for an appointment outside office hours. We will allocate time for questions and answers during our weekly meeting, as needed
Pre-requisites	Knowledge of Routing and Switching
Co-requisites	None
Textbook	 Fundamentals of Information Systems Security David Kim, Michael G. Solomon ISBN-13 9781284116458

Other Material	The virtual laboratory used in this course can be accessed via the web at https://netlab.nnmc.edu/. Companion material such as laboratory manuals will be provided via Blackboard or the virtual laboratory. https://www.fcc.gov/consumers/guides/childrens-internet-protection-act https://www.fbi.gov/investigate/violent-crime/cac https://www.nist.gov/cyberframework/perspectives#academia https://www.nist.gov/topics/cybersecurity https://www.dhs.gov/science-and-technology/csd-csirt https://www.youtube.com/watch?reload=9&v=pJIlcd6-E70 https://nypost.com/2017/07/10/alexa-calls-cops-on-man-allegedly-beating-his-girlfriend/ Not required but highly encouraged: https://www.youtube.com/watch?v=PJBBRUraKgo
Topics	Module 1: Information Systems Security Module 2: Emerging Technologies Are Changing How We Live Module 3: Risks, Threats, and Vulnerabilities Module 4: Business Drivers of Information Security Module 5: Networks and Telecommunications Module 6: Access Controls Module 7: Cryptography Module 8: Malicious Software and Attack Vectors Module 9: Security Operations and Administration Module 10: Auditing, Testing, and Monitoring Module 11: Contingency Planning Module 12: Information Security Standards Module 13: Information Security Certifications Module 14: Information Security Certifications Module 15: Compliance Laws
Student Learning	Completion of this course ensures a solid theoretical understanding of cybersecurity challenges, tools, and techniques, as well as to develop the foundations of a follows: • Infrastructure Security • Common Type of Cyber attacks • The CISA role in protecting America and its Cyber Infrastructure • Basics on data breaches and reporting as a cyber professional • Cybersecurity and privacy rights of individuals • Cybercrimes and Identity theft, the Dark Web, the exploitation of children online • Identifying Rogue nations and their roles in Cybercrimes • The tools used in computer and mobile device forensics • different methods in addressing vulnerabilities • Understanding the NIST Preliminary Cybersecurity Framework
Grading Policy	Grading Scale A+ = 100 A> = 90 –99 B+> = 86 –89.99

	B> = 80 –85.99 C+> = 76 –79.99 C> = 70 –75.99 D+> = 66 –69.99 D> = 60 –65.99 F Below 59.99 The weights are distributed according to the following activities: Assignments: 15% Labs / Discussions: 30% Quizzes: 10% Midterm exam: 20% Final exam: 25% Note 1: there will be opportunities for extra credit. Note2: There will be several lab and homework assignments. All lab assignments have the same weight. Similarly, all homework assignments have the same weight.
Readings, lecture material, labs, and assignments	All readings, lecture material, and companion material for the laboratory assignments are eligible to be included in the exams. Deadlines for laboratory assignments will be posted in Blackboard at least one week prior to the deadline. All work is to be submitted through blackboard. Homework is due the beginning of class on the following week that it is assigned. Homework may include labs assigned or labs not completed in class.
Midterm exam, final exam, and project	Midterm and final exams will be in class, without resubmission option. While students are encouraged to collaborate, all activities (midterm exam, final exam, laboratory assignments, and project) will be graded individually. Note that "collaborate "does not mean copying someone else's work.
Expectation and efforts	1-Conduct: Students are expected to comply with the Student Code of Conduct found in the NNMC Student Handbook. 2-Verbal communications: oral and written communications are important in the educational setting. Each student is expected to participate in classroom discussions as part of their training for entering the work environment of a practicing professional. 3-Expected Study and Work Level: the NNMC Student Handbook suggests a necessary but not sufficient condition for an undergraduate student expecting a C to work 6 hours outside of class for a 4-hour credit course and 9 hours of outside study time for an expectation of a B in the same course. The instructor expects a similar effort for a 3-hour credit course. Assigned notes, book chapters or sections must be read before coming to class. Hence, reading the assigned material before class will help each student's performance and learning experience from such sessions. The attached syllabus indicates the class sessions in which the course topics will be covered. Sequence and number of sessions on certain topics may vary depending on

	the needs of the class and unforeseeable requirements for re-scheduling due to NNMC events, classroom availability, etc. Students are encouraged to take notes in class or upon reviewing the required readings. Notes on important points of the assigned reading will prove useful in the classroom discussion described below. Students unable to attend a class session are expected to use the "buddy" system to obtain notes or quiz material discussed in the class they missed. Do not expect from the instructor to repeat the lecture. 4-Students with disabilities: Northern New Mexico College recognizes its responsibility for creating an institutional climate in which students with disabilities can succeed. In accordance with Section 504 of the Rehabilitation Act and the Americans with Disabilities Act; if you have a documented disability, you may request accommodations to obtain equal access and to promote your learning in this class. Please contact the Coordinator of Accessibility and Resource Center to inquire about appropriate accommodations. After your eligibility is determined, you will be given a letter, which when presented to instructors, will help us know best how to assist you.
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	animosity and gender based stereotyping). If you have questions about Title IX or wish to file a Title IX complaint, Title IX Coordinator at title9@nnmc.edu. Please note: as employees of Northern New Mexico College, we are all required by law to report any incidents of sexual misconduct to the Title IX Coordinator.
Email	Email is often the preferred method for communications between professors and students these days. However, sometimes many students disregard proper netiquette and present themselves in email in less than a professional manner. Email is a communication tool that must be used with an understanding of how your writings will be received. Any email needs to be composed, previewed, and properly headed with subject lines (put the class section in the subject line), salutation, and signature (give me your name). Misspelling, poor grammar, and/or improper composition is not professional. Remember to always leave recipients and those you communicate with an impressive image of yourself regardless of the content.
Tentative schedule	

Appendix B

(Part I)

Curriculum Map

A preliminary draft of the curriculum map is shown below which shows the plan for the student learning outcomes assessment. This document is a work-in-progress and will be updated after the program is in place.

SO1. An ability to apply knowledge, techniques, skills and modern tools of mathematics, science, engineering, and technology to solve broadly-defined engineering problems appropriate to the discipline.

SO4. An ability to conduct standard tests, measurements, and experiments and to analyze and interpret the results to improve processes.

Courses	Student Learning Outcomes	
	SO1	SO4
IT 1XXX – IT Essentials	X	
EECE 1132 - Computer Networks I	X	
IT 2XXX – Intro to Cybersecurity		X
IT 3XXX – Network Security & Tools		X
IT 4XXX – Advanced Topics in Cybersecurity	X	X

Part II

Assessment Plans and Guidelines

Certificate Program in Cybersecurity
General Guidelines for Student Learning Outcome Assessment:

- Courses identified for each SO assessment through faculty consensus
- Each assessment: documented through an assessment report
- Data will be presented in histograms/table.• Assessment and evaluation meeting (faculty): at least once a year
- External Advisory Committee meeting: at least once a year to review curriculum and student outcomes.

Data Sampling:

- Data will be collected from all students enrolled in the class for credit.
- Since current classes are typically less than 20 students, no sampling will be done for assessment. This will be revisited if the size of the classes increases.
- Dropouts are not considered to evaluate the achievement of the outcome if the measurement is taken after the drop.

Definitions of Performance:

Level of Attainment of outcomes per student:

- Target Met: a student achieves a 70% of the instrument scale.
- Target Not Met: a student does not achieve a 70% of the instrument scale.

Level of Attainment of outcomes per class:

- Target met: 75% of all students achieve target.
- Target in progress: less than 75% of all students achieve target.

Level of Attainment of outcomes for the Program:

- For 100-level and 200-level classes, 1 point will be assigned if the level of attainment is marked as "Not met" or "Target in progress".
- For 100-level and 200-level classes, 2 points will be assigned if the level of attainment is marked as "Target met".

- For 300-level and 400-level classes, 2 points will be assigned if the level of attainment is marked as "Not met" or "Target in progress".
- For 300-level and 400-level classes, 4 points will be assigned if the level of attainment is marked as "Target met".

The level of attainment of a student outcome considering all courses where the student outcome is measured, is defined as:
Level of attainment of outcome = Points achieved/ Maximum points in outcome

Action Plan Development:

- A meeting at the end/beginning of the current/next semester will be held and the actions plans will be developed after analyzing all the data collected.

Review of Program Objectives:

- Program Objectives will be reviewed and if required, updated every 6 years. They will be reviewed by all constituencies including: external advisory committee, student employers, alumni, faculty and current senior students.
- Program objectives are not going to be assessed, but currency and relevancy of the program objectives will be reviewed by conducting surveys among all program constituencies.

Assessment Report Format:

Each assessment report will contain at the minimum these following elements

- Final grade distribution
- Assessment and data collection detail
    - o Assessment activity/tool used and how it relates to achievement of SO
    - o Methodology (when and how the activity performed)
    - o Measurement instrument/rubric used
- Target student performance level• Analysis of assessment results
- Conclusion and action plan for improvement

Appendix C

Projected Enrollment, Revenue and Cost

The table below provides projected enrollment (number of unique students) for the stand-alone certificate program that was prepared based on historical enrollment data in some of the existing classes. Note that we assume an equal number of students from the IET program will enroll in these courses, and so, the cost of instruction will be shared equally between the two programs.

	Year 1	Year 2	Year 3	Year 4	Year 5
Projected enrollment (unique student entering the stand-alone certificate program)	6	8	8	10	12

For projected cost and revenue analysis the following assumptions are made:

a. 50% of enrolled students in classes are certificate program students, and the other 50% students are from IET program. Thus, the actual projected enrollment in Cybersecurity related classes are twice as many as given in this table. 50% of the cost of instruction for these classes are shared by certificate program and the other 50% by IET program
b. Computer Networks I course will be taught by adjunct faculty (or as a teaching overload by full-time faculty); other courses will be taught by full-time Engineering faculty as regular course load.
c. 35% fringe benefit is added to cost of instruction for full-time faculty regular teaching load.
d. Percentage time and effort for full-time faculty in teaching, assessments, advising, and other teaching related activities are estimated as 75% of their total responsibilities (full-time faculty are responsible for service, scholarly activities as well).
e. Tuition amount (New Mexico Residents): $211/credit hour
f. Lab Fee: $78.38/course.
g. 50% of the cost of computers and software licenses are shared by certificate program, and the other 50% by the IET program.

With these assumptions the cost and revenue analysis are made and the summary of that analysis is presented below. For the detailed budget a spreadsheet is attached with this document.

	Year 1	Year 2	Year 3	Year 4	Year 5
Total Revenue/Year (only stand-alone certificate program)	$12,334.56	$24,982.64	$27,828.16	$31,939.68	$38,896.72
Total Cost/Year (only stand-alone certificate program)	$13,189.06	$22,984.62	$22,984.62	$42,984.62	$22,984.62

Note: The projected cost of instruction for the certificate program will be almost equal to the reduction in cost of instruction for the IET program. At the same time, the program will generate additional revenue for the DET and the college.

Appendix D.

Demand and Community Support for the Program, and Career Prospects
Employability: Salary and workforce statistics

According to US Bureau of Labor Statistics, a total of 182,800 jobs were available for cybersecurity analysts in 2024. A median pay was $124,910.00. The demand for the professionals in the field is evident from the projected growth of 29% for the next ten years (2024-34), which is much faster than the average projected growth for all jobs at US.

Quick Facts: Information Security Analysts	
2024 Median Pay	$124,910 per year $60.05 per hour
Typical Entry-Level Education	Bachelor's degree
Work Experience in a Related Occupation	Less than 5 years
On-the-job Training	None
Number of Jobs, 2024	182,800
Job Outlook, 2024-34	29% (Much faster than average)
Employment Change, 2024-34	52,100

https://www.bls.gov/ooh/computer-and-information-technology/information-security-analysts.htm

A quick search on October 24, 2025 for jobs at the LANL job site using the search term "cybersecurity" resulted in 6 job openings. (https://lanl.jobs/search/searchjobs)

CIP Codes:
The following CIP codes apply to programs related to Cybersecurity programs. **We believe the primary CIP code 11.1003 would apply to our proposed certificate program.**

11.1003 - Computer and Information Systems Security/Auditing/Information Assurance: The primary CIP code for programs that train individuals in assessing security needs, designing safeguards, and managing security systems.

29.0207 - Cyber/Electronic Operations and Warfare: This code is for programs focusing on the tactical aspects of cyber warfare, including attack and defense strategies.

43.0404 - Cybersecurity Defense Strategy/Policy: This code applies to programs that focus on the policies and standards for cybersecurity.

5- Year Projected Enrollment, Cost and Revenue Analysis
Certificate Program- Cybersecurity

Assumptions:

50% of enrolled students in classes are certificate program students, and the other 50% students are from IET program

Thus the actual projected enrollment in Cybersecurity related classes are twice as many as given in this table. 50% of the cost of instruction for these classes are shared by certificate program and the other 50% by IET program

Computer Networks I course will be taught by adjunct faculty (or as a teaching overload by full-time faculty); other courses will be taught by full-time Engineering faculty as regular course load

35% fringe benefit is added to cost of instruction for full time faculty regular teaching load

Percentage time and effort for full-time faculty in teaching, assessments, advising, and other -learning related activities are estimated as 75% of their total responsibilities (full-time faculty are responsible for service, scholarly activities as well)

Tuition amount (New Mexico Residents) $211/credit hour

Lab Fee: $78.38/course

50% of the cost of computers and software licenses are shared by certificate program, and the other 50% by the EMET program

		Year 1		Year 2		Year 3		Year 4		Year 5	
	Note: Enrollment numbers are only for stand-alone certificate program	Fall 26	Spring 27	Fall 27	Spring 28	Fall 28	Spring 29	Fall 29	Spring 30	Fall 30	Spring 31
Course/Enrollment	IT Essentials (Regular course load, full time faculty: Michael Gideon)	0		0		0		30		32	
Revenue	Tuition revenue (@ $211/credit)	$3,798.00		$5,064.00		$5,064.00		$6,330.00		$7,596.00	
	Fees revenue (@ 78.38/course)	$470.28		$627.04		$627.04		$783.80		$940.56	
Cost	Full-time faculty instructional cost; 50% towards certificate program (regular teaching load=24 credit/year, Projected annual salary= $77,397)	$3,627.98		$3,627.98		$3,627.98		$3,627.98		$3,627.98	
	Fringe benefit (assumed 35%)	$1,269.79		$1,269.79		$1,269.79		$1,269.79		$1,269.79	
Course/Enrollment	Comp Networks I (Course overload for full time faculty or adjunct)		0		0		0		30		32
Revenue	Tuition revenue (@ $211/credit)		$3,798.00		$5,064.00		$5,064.00		$6,330.00		$7,596.00
Cost	Instructional cost (faculty overload): 50% towards certificate program, $929 per credit for PhDs)		$1,393.50		$1,393.50		$1,393.50		$1,393.50		$1,393.50
Course/Enrollment	Intro to cybersecurity (Regular course load, full time faculty: Michael Gideon)		0		0		0		30		32
Revenue	Tuition revenue (@ $211/credit)		$3,798.00		$5,064.00		$5,064.00		$6,330.00		$7,596.00
	Fees revenue (@ 78.38/course)		$470.28		$627.04		$627.04		$783.80		$940.56

Cost	Full-time faculty instructional cost; 50% towards certificate program (regular teaching load=24 credit/year, Projected annual salary $77,397)		$3,627.98		$3,627.98		$3,627.98		$3,627.98		$3,627.98	
	Fringe benefit (assumed 35%)		$1,269.79		$1,269.79		$1,269.79		$1,269.79		$1,269.79	
Course/Enrollment	Network Security (Regular course load, full time faculty, Michael Gideon)			6		8		8		10		
Revenue	Tuition revenue (@ $211/credit)			$3,798.00		$5,064.00		$5,064.00		$6,330.00		
	Fees revenue (@ 78.38/course)			$470.28		$627.04		$627.04		$783.80		
Cost	Full time faculty instructional cost; 50% towards certificate program (regular teaching load=24 credit/year, Projected annual salary= $77,397)			$3,627.98		$3,627.98		$3,627.98		$3,627.98		
	Fringe benefit (assumed 35%)			$1,269.79		$1,269.79		$1,269.79		$1,269.79		
Course/Enrollment	Cyberthreat intelligence (Regular course load, full time faculty: Michael Gideon)			6		8		8		10		
Revenue	Tuition revenue (@ $211/credit)			$3,798.00		$5,064.00		$5,064.00		$6,330.00		
	Fees revenue (@ 78.38/course)			$470.28		$627.04		$627.04		$783.80		
Cost	Full time faculty instructional cost; 50% towards certificate program (regular teaching load=24 credit/year, Projected annual salary $77,397)			$3,627.98		$3,627.98		$3,627.98		$3,627.98		
	Fringe benefit (assumed 35%)			1269.79		1269.79		1269.79		1269.79		
Other costs: computers and software	Cost of replacement of computers (20 total, each $2000) every 4 years, 50% of the total cost towards the certificate program								$20,000.00			
	Software licenses (20 computes), 50% of the total cost towards the certificate program		$2,000.00		$2,000.00		$2,000.00		$2,000.00		$2,000.00	
Total Revenue	Revenue from Tuition and Fees/Semester	$4,268.28	$4,268.28	$14,927.60	$20,755.04	$17,073.32	$20,755.04	$18,455.88	$13,443.80	$22,704.16	$26,132.56	
	Total Revenue over 5 years											$135,387.78
Total Cost	Cost/Semester	$4,887.78	$8,291.28	$14,693.34	$8,291.28	$14,693.34	$8,291.28	$14,693.34	$28,291.28	$14,693.34	$8,291.28	
	Total cost over 5 years											$125,127.52