

NORTHERN NEW MEXICO COLLEGE



**NORTHERN NEW MEXICO COLLEGE
BOARD OF REGENTS**

FEBRUARY 24, 2026

NORTHERN New Mexico College



NOTICE

The Board of Regents of Northern New Mexico College will hold a regular meeting on **Tuesday, February 24, 2026 at 9:30AM**, Via Zoom and in person at Northern New Mexico College, Board Room, Española Campus, Española, New Mexico.

Join Zoom Meeting

<https://nmmc.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 - 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. NMMC Foundation – Informational
 - D. Introduction of Staff and Faculty – Informational
- VII. FACULTY SENATE PRESIDENT REPORT**
- VIII. STUDENT SENATE PRESIDENT REPORT**
- IX. PROVOST & VICE PRESIDENT FOR ACADEMIC AFFAIRS**
 - 1. Certificate in Cybersecurity - Action Required
 - 2. Emeritus Nomination - Action Required
 - 3. Honorary Degree - Action Required
- X. VICE PRESIDENT FOR FINANCE**
 - 1. Fiscal Watch - Action Required
 - 2. Deletion of Assets - Action Required

XI. 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

XII. 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

XIII. ADJOURNMENT

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

Office of the President

NORTHERN New Mexico College



MEMORANDUM

To: Board of Regents,
Northern New Mexico College

From: Hector Balderas, JD, CFE
President

Date: February 24, 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 January 30, 2026 as submitted or if applicable, as amended.

NORTHERN New Mexico College



BOARD OF REGENTS SPECIAL MEETING

MINUTES

JANUARY 30, 2026

A Special Meeting of the Board of Regents of Northern New Mexico College was held on Friday, January 26, 2026, 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, Ron Lovato and Dolores Gurule.

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, Juan Gallegos, Windows System/Information Security Administrator, Judith Pepper, Major Gifts Officer, Joseph Padilla, Instructor/Chair, Technical Trades, Christian Gomez, Technical Trades Academic Advisor, Tobe Bott Lyons, Upward Bound Director, Milam Shaw, Communications Coordinator, Martin Shupla, Director of Library, Sara McCormick, Career Services, Nathan Maestas, Events Coordinator, Cindy Martinez, Human Resources, Geno Trujillo, Security Director, Emma Hashman, Admissions Director, Joshua Lopez, Dual Credit Outreach Specialist, Maria Cedillo, Senior Project Manager/Database Administrator, Joseph Weese, Distance Education Coordinator, Kristy Alton, MA Director, Title V, Evette Abeyta, Budget Director, Vince Lithgow, Accountant III, Janice Baca, Registrar, Carmella Sanchez, Director of Institutional Research, Stephanie Sandoval, Interim Director of Human Resources, Sally Martinez, Executive Assistant to the Provost & Vice President for Academic Affairs, Arin McKenna, Staff Writer/Reporter, and Amy Peña, Executive Office Director/Secretary Board of Regents.

Faculty Present: Michael Gideon, David Lindblom, Ashis Nandy,

Others Present: Brandee DeAgüero, Student Senate President, Bernadette & Steve Gallegos, Tim Crone,

I. CALL TO ORDER

Board President Martin called the meeting to order at 9:02AM

II. APPROVAL OF AGENDA

Chairman Martin stated the following changes would be made to the agenda, Item VI, C, NNMC Foundation will be moved up to right after the approval of agenda and then we will have a couple certificates to pass out right after that. We might lose our quorum so after that, public input and then we will go to the discussion items. Chairman Martin stated if this is not too confusing, he will ask for a motion to approve the agenda.

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

III. PUBLIC INPUT

Rhiannon West thanked the Board for the time today. She stated she is joining today in her role as the Northern Federation of Educational Employees President. Northern New Mexico has a really deep history of activism rooted in resisting colonization, fighting for land rights, and protecting cultural identity spanning from the 1680 Pueblo Revolt. The 1970s Chicano movement, to modern work to honor of our rich, multicultural history while acknowledging the harms of colonialism. Today, the University of Minnesota students, the people of Minnesota, and the people of the United States have called for a nationwide shutdown. She thinks this is a moment for moral leadership. By honoring these student groups calls for collective action, Northern would reaffirm its commitment to democratic participation, human dignity and public good.

Ms. West stated she respectfully urges the Board of Regents and the administration to stand in solidarity with them and join the nationwide shutdown and thanked the Board of Regents.

Chairman Martin thanked Ms. West and asked for comments from the Board.

Regent Velarde stated she stands with her. Her son is at home and she is not working.

Regent Lovato stated he is not sure; we are here and asked what it would entail. Is this an action.

Chairman Martin asked Dr. West what she is asking from the Board.

Dr. West stated she is asking that they release the employees and the students and allow them to join the nationwide movement, if that is their preference.

Chairman Martin asked President Balderas for comment.

President Balderas thanked Dr. West for her comments and he would say that he has been in contact with AFT, National, he has reached out to the Secretary of Higher Education, just to gain a sense of what they are considering today. We would say that, we definitely support our employees and our staff and our students to, to free expression and constitutionally how, chose to engage how they want to engage. We will not necessarily retaliate. President Balderas thinks he saw the message that there's concern that employees might not have the ability to do this. We would encourage them to work directly with their supervisor and HR within the framework of those policies, we would support the constitutional exercise of our community being active today if they wish to choose. He would only say that if Dr. West is talking about release, that is supported. He would say though, the only thing that we have to balance is essential services. I know the Secretary commented today that it seems to be, would fly in the face of some of the civil rights if they shut down the legislative session and didn't issue certain funding mandates. So, he would think that as long as we balance essential services here, he would encourage the community to engage. The management teams and we will support the exercise of our community wanting to be active if they choose to be. So, he doesn't think we oppose Dr. West's request but we have to, maybe go through each department to see that we also balance the interests of providing essential services if there are students that wish to have those services met today. The other think he will say is we'll probably be issuing a more clarified position right after the meeting. So, hopefully that will also give our faculty, staff and students some guidance in terms of how they want to participate today.

Chairman Martin stated he supports the President's statement; everyone has the right to express themselves. He does not have any problem supporting that.

Regent Lovato stated he is okay with it, he will say that he doesn't agree with the, that this is the right way to go about doing it, by shutting down and he just doesn't.

Chairman Martin stated everyone has their opinion.

Regent Velarde stated she shared her thoughts; she stands with them. She appreciates President Balderas comments and support of them being able to practice and demonstrate their rights. She appreciates that there will be no retaliation. So, thank you.

Regent Archuleta stated he is in support but, you know, everybody has their own right, their own civil right to protest, or what they need to do as long as it's peaceful and it's, again, like echoing President Balderas, as long as it doesn't affect certain things.

Regent Gurule stated she does not have any comment right now. Thank you.

President Balderas stated that Dr. West, we should keep an open line of communication after this meeting and can talk a little bit more with clarity. It seems like there is general consensus on some positions in terms of participation and support and solidarity. He thinks where you've heard a little bit of balance of or a little bit of a difference of opinion is maybe approached and to what degree a shutdown is engaged in. He would say that as President, he knows that AFT would also not want certain essential services to be shut down. There's payroll. So, he will work with Dr. West to make sure we have a balance in terms of that clarity or that some of the region's concern about approach not harm our students of our operations in any way. He will give this small example. It's not in contradiction to AFT or his positions on enforcing the civil rights of our nation. He is a lawyer, former prosecutor, so he is deeply concerned about what he has been witnessing. But he knows many of you would not want him to not go to the legislature today and advocate for funding for our students and while, so we have to just balance what essential services means and so hopefully that gives the board a little clarity in terms of where he thinks he is headed but, he does sense today, this conversation, that you've given him at least a broad enough framework and balanced interest that he thinks, northern, we'll have a good position that everyone can feel good about and not concerned.

Chairman Martin stated we will move on.

IV. COMMENTS FROM THE BOARD

A. Board of Regents Subcommittee Reports

1. Housing Committee

Regent Archuleta stated no update at the moment but hopefully next meeting we'll have a better update.

2. Audit, Finance, Facilities Committee

Regent Archuleta stated it was a quick meeting and there are some informational items coming up.

3. Academic and Student Affairs Committee

No meeting held for this committee

4. Governance Committee

a. 2026 Open Meetings Act Resolution

Matt Baca stated as all the Board is familiar with the New Mexico Open Meetings Act that requires anybody that is subject to the Act to annually pass a resolution that describes how the body will comply with and enforce its obligations under the Act. These are typically things like where, how and where meeting notices are posted, how soon agendas will be available, you know, just how you're informing the public of the work that you do. There have been no substantive changes to the Open Meetings act since last year so there's no substantive change to the resolution that the college passed last year, with the exception of updating the dates to reflect that it is this year's resolution. Mr. Baca stated it is his recommendation that the Board go ahead and adopt this resolution and he stood for questions about it or the meetings after.

Chairman Martin asked if there were questions from the Board and entertained a motion to approve the recommendation. No questions from the Board

Regent Lovato moved to approve the 2026 Open Meeting Act Resolution. Regent Velarde – second. A roll call vote was taken. Chairman Martin – yes, Regent Velarde – yes, Regent Lovato – yes, Regent Archuleta – yes, Regent Gurule – yes. Motion passed unanimously.

b. HED Regent Training

Chairman Martin stated last year the legislature passed legislation signed by the governor that all regents needed to have 10 hours of online training. We received the training on December 19th and it had to be done by December 31st and he is glad to report that all regents completed the training and passed.

Chairman Martin asked for comments from Mr. Baca regarding the training. Mr. Baca thanked the regents for getting it done in a tight timeline. You are, at this point, under the law, you finished it and so unless you have a new appointment, you may be required

to take it again but he thinks that should be the end of HED's training for the board and then of course Chairman Martin, he is sure will continue to do some version of training, board retreat and things like that but as far as the state-mandated, just again, thanks to the board for getting it done. He thinks this should be all for the board during their terms of service.

Chairman Martin asked for the Board's thoughts on the trainings.

Regent Lovato, no comment.

Regent Velarde stated it was pretty standard. It was a lot of good information as far as like constitutional and other things like that so she appreciated it.

Regent Archuleta stated no thoughts other than he's been doing this similar training for the last 12 years as a board member so he is not sure if it is counted because it's pretty much almost the same exact thing that he does for board members because they have to do 10 hours a year. Other than that, it was relatively the same and it was not too difficult for him but thank you.

Regent Gurule stated thank you so much for that training that was provided to us. For her, as a newcomer to the Board of Regents it was very, very beneficial and it really cleared a lot of things up for her with questions that she still had. So, thank you.

c. Onboarding

Chairman Martin stated at the December meeting the board conducted a self-assessment and realized we were deficient in our training for incoming regents. So, we sent some information to Mr. Baca to come up with a binder as far as to give new regents an idea of what all goes on at Northern. Chairman Martin asked Mr. Baca how it is progressing. Mr. Baca stated we will have a binder for new regents that includes northern specific information. The function of the same statute that we just described will require those regents to take the 10 hours of training within the first six months of their service and so they'll get that high-level overview that you all saw during the training but then we also intend to supplement that with a northern specific binder that you were talking about. So, we'll have a financial overview to include how the budgets are laid out from state appropriations, mill levy, land grant and permanent funds, federal funding, etc. We'll have information about tuition, what the current historical rates are, how tuition impacts the school and then we'll have program specific information on current degree programs to include the technical trades and a lot of this information our fantastic IR department already creates but they, annually, they have a really data-rich report on what our, what our student profile looks like, what, you know, just sort of what the whole organization looks like in terms of faculty and staff hiring, what percentage is full-time versus adjunct, what our demographic data is, all of that kind of stuff will also be included in this and then

other programmatic stuff will include some of this, other academic programming around adult ed school credit, things like that. So, that's the, and he is sorry, he's trying to go through the whole list here. So we have some, we'll have also historical information to include obviously, both the El Rito campus, but one little thing that you brought up, sir, I that that was good, we don't really often talk about the El Vado property and kind of what that looks like for the college and so I think it'll be pretty northern-rich, piece of information that will really supplement that 10 hours of training so that a new regent will get that high-level state perspective, but then also get a lot of northern. So, that will be our plan.

Chairman Martin stated he is looking forward to seeing that.

5. HERC Committee

HERC – nothing to report.

V. APPROVAL OF MINUTES

Chairman Martin entertained a motion to approve the December minutes.

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

VI. PRESIDENT'S REPORT AND ANNOUNCEMENTS

A. Celebrate Northern

President Balderas stated we have a lot to celebrate coming into January.

We once again have great news on enrollment. I am pleased to share that, compared to last year's census data, we have increased headcount by 16% (226 students) and Student Credit Hours (SCH) by 22% (2689). Many thanks to everyone whose hard work keeps our numbers growing.

We welcomed 59 new Northern Eagles at New Student Orientation.

I want to congratulate Dr. Lori Baca and Dr. Ashis Nandy for the reaccreditation of our Business and Engineering Departments. Their hard work and dedication to their students, supported by the efforts of their great faculty, continues to bring accolades to Northern.

I also want to thank all our facilities department who have worked so hard to bring about an historic transformation on our campus. Because of them, we're ready to move out of

the phase of emergency response to a phase where we can plan what we want the campus to look like in the next 10, 15 or 20 years.

It was good to see all our faculty and staff at Convocation and to celebrate everything we've accomplished together.

I want to thank everyone who showed up to represent Northern at Higher Ed Day at the Capitol. It was a hectic day with the first day of the legislature, but we were well represented.

I want to congratulate all our students who made the Fall 2025 Dean's List. All of them completed a minimum of 12 graded credit hours and received a 3.5 GPA or better to earn this distinction.

A shout out to our Women's Basketball star Jayden Jenkins, who has been named Offensive Player of the week for the California Pacific Conference three times.

A big thank you to Dr. Ana Vasilic and everyone who helped her host the Julia Robinson Math Festival. 160 seventh- and eighth-grade students joined us this year, ready to explore and experiment with math.

Four of our students from the Video Art class captivated audiences with an immersive digital art experience called "Immersitricity." Artists Jonathan Dominguez, Alan Kapulski, Lukas LeDeux, and Jayze Maestas used projection mapping, interactive and performance elements, outdoor projections, and FullDome works in Northern's planetarium to bring their visions to life.

We had a wonderful El Rito Holiday Celebration. It's always great to welcome the El Rito community to campus and to see their appreciation for that campus and our programs there. I want to thank everyone who helped organize that event and DJ Dave for providing music. We built a toy drive off that event and several students received their packages for toys who worked behind the scenes.

I also want to thank our students and staff who carried on Northern's tradition of participating in the Española Light Parade. This is such a beloved community event it's good to be a part of it.

Northern Rising, we have been on an epic directional growth and President Balderas thanked all student support and student success employees. Many thanks to all professionals and committed individuals.

B. CUP/NMICC Report

President Balderas stated the legislature is starting still and they're holding at a 1% pay increase and he will keep the community posted whether that goes up or down. We're also concerned about the rising costs and benefits, and so hopefully the legislature will at least, if they don't do pay raises, they'll infuse an offset so that our employees and our faculty don't go backwards in terms of compensation. Right now, we're in the process where the executive and the legislature have put forth budget recommendations, but that will be a moving target. We are supporting the LFC recommendation, which that is a slightly or better recommendation at this time but a lot of politics to still occur in the next week or so and then we are in aggressive posture right now with what they call capital infrastructure dollars, we're not done. President Balderas is going to go back and try to put a little bit more money into the fund but right now we're he would say that we're very grateful were we're at in our position right now but he has to make sure that we don't get money taken out of our budget and the legislature at this point has done a good job. In showing somewhat of a targeted investment approach to Northern and that's a recognition of all the amazing work we're doing here. However, that could always get pulled out last minute in the Senate in the last couple weeks, but with that those conclude President's CUP report.

C. NNMC Foundation

President Balderas stated he probably has the best job in the State of New Mexico getting to work with great students, faculty and staff but every now and then, there'll be a very particularly special day at Northern, in addition to the amazing work and magic that our students provide our community. President Balderas stated he would like to recognize the Gallegos family and asked that they join the Board of Regents. They tend to be understated and amazing people and to our northern community, Bernadette and Steve approached us quietly several months ago, their business leaders, community leaders but Most importantly they really have a sense of how special this entire valley is and they've been in community service for many years but they've express kind of a. President Balderas doesn't know if it is a willingness that we're all going to be there, we want to do maybe a little bit more time with the family or drink a little more coffee and a little bit less work but they were transitioning, an amazing nonprofit that they had and they expressed really a desire to have some of their legacy live on and so we talked about the El Rito campus, we talked about the amazing students that are here at Northern. Bernadette also expressed an interest in a particular passion for young women and adult women that want to start businesses and build businesses here in our community and have a real sense of cultural and economic sustainability. President Balderas stated he is going to recognize them but also wants to thank them because we have them here and we want to take a photo of them. We want to really personally thank them for the donation of \$250,000 that they're providing Northern for scholarships.

President Balderas stated he would like to recognize someone that we have with us, we are very lucky to have her. She lives in warmer climate now; she doesn't live in Santa Fe. President Balderas called Judith Pepper to join the Board of Regents and share a few words about how she brought the Gallegos family to us and then he would like the Gallegos family to say a few words.

Ms. Pepper stated Tres Semillas Foundation was founded in 2007 and Bernadette and Steve are the original founders with some other community people and have both been president of the board at different times. Bernadette happens to now be fulfilling that position. The mission of Tres Semillas was for economic development in the mission of Tres Semillas is economic development in Rio Arriba, and particularly Abiquiu community. They are passing the torch to Northern, to President Balderas and to the Board of Regents and to all of you, too, their founding, the Tres Semillas Second Chance Endowed Fund for Unconventional Students and non-traditional students. The endowment will start in a year. We will be able to work with financial aid and get those scholarships provided. Ms. Pepper stated the whole community of Northern New Mexico is vital, full of people who love the community, who love the students, who love Northern New Mexico College and who are very humble. Bernadette and Steve are some of the humblest yet incredibly involved community people in the region and Ms. Pepper stated she just wanted to say an applause for them too.

Bernadette Gallegos stated she would like to sincerely, Steve and Bernadette both want to extend their sincere gratitude to the current and past board members of Tres Semillas. They gave a lot of their time; their expertise and it was a true labor for the foundation and it was just so gratifying to see that come full circle and that commitment is now a positive impact on the community and it was easy to do the donation because of the vision and community at Northern.

Ms. Pepper stated Mr. & Mrs. Gallegos have the check to present to Chairman Martin.

Ms. Pepper stated we started a million-dollar campaign in April of 2024 and with the \$250,000 we were able to complete that and we've exceeded that campaign by \$53,000. That's one of the first million-dollar campaigns that has been done at Northern. It is a lot of money for our college and the way these dollars have been distributed, some of the donors like to know where their money is going to go specifically. So, for this campaign, technical trades about a half a million. President's Eagle Discretionary Fund, which are special projects that students and faculty have that there's no source of real funding for, that President Balderas can use \$103,000. Endowed Scholarships with \$250,000 that's coming from Tres Semillas, \$359,000 and then the Northern Scholarship Fund which has been ongoing for some time, \$125,000. Ms. Pepper stated she would like to say to the community and we will do a story on this and to the faculty, to the students and to the Board of Regents and particularly President Balderas. The college is very visible now. We've all seen the growth, we've all seen the progress. People want to support Northern

New Mexico College and Ms. Pepper stated she wants to; she has worked with a lot of presidents and President Balderas has made her job so easy in the last three years. She stated she would like to thank the President, thank the community, to the students, faculty for us being able to do this in 18 months, she is really pleased with that, so, thank you.

President Balderas stated he would like to add a contextual for the community and faculty and staff, you know, Judith is right, we, she works out of Texas and Judith is effectively part-time but she has a full-time impact and President Balderas stated he wants to thank Judith because she decided to continue to serve the students. When, in fact, she wanted some warmer climate and weather, and she deserves to prioritize what makes you happy in life, but yet she chooses to still, she was in Santa Fe with President Balderas last night and they were meeting with a very successful donor. This is an example of that, that has given millions of dollars to Highlands but he sought us out and said we want to help Northern, and we are kind of recognizing what's going on in their southern mountains. So, President Balderas stated he wants to thank Ms. Pepper because he thinks we have a lot of good staff and faculty that do that, that choose to serve here and then secondly, the million dollars is something that is kind of unheard of, because we don't have the standard foundation infrastructure and President Balderas stated he will tell everyone that and it makes him angry. President Balderas stated he and Matt Baca have talked about the legislature funds certain foundations like UNM but he doesn't make excuses in our community. The only think he will say is you always get a critical opinion of what it is that the real challenge is, and what it is that we can positively get to work and not make excuses. So, when Judith said yeah, let's shoot for a million dollars, it was a little bit scary at times, because we didn't have the infrastructure, we don't have the foundation staff. It's me and Judith. We don't have the receptions, we don't have the 14 employees that UNM Foundation does have, but that doesn't mean that we're not making an impact or most importantly like the Gallegos, those donors want to invest in our students, and me and Judith, we look at it more as a privilege to try to find time and make sure those things happen so Northern's high standards of accountability are really getting a lot of attention and we see it. So, President Balderas stated he would give Judith a round of applause.

Chairman Martin asked if there were any questions from the Board.

Regent Velarde stated this is amazing, this is an amazing feat. This is so awesome, a million dollars. Regent Velarde stated she would like to congratulate Ms. Pepper and President Balderas. This is an amazing feat. Our little school being able to raise this money, honestly, such little time, it's amazing. Judith, you're a rockstar. I appreciate you completely and to the Gallegos family, thank you so much for trusting us and knowing that this will go towards so many students and changing their lives, so thank you.

Regent Archuleta thanked everyone for their hard work especially the people behind the scenes. Thank you, this is very impressive.

Regent Gurule thank you so much for all your hard work and dedication. I really appreciate everyone. This is really wonderful, wonderful news. Thank you so much and she knows that our students appreciate it as well.

President Balderas stated he would like to recognize Geno Trujillo and two of his staff members. Mr. Trujillo stated he wants to recognize two of our folks for some things that they've done recently. He does not think that we do this enough and sometimes, on the safe food security side it's thankless because checking doors, and lights, and securing things, and going to gams and making sure everybody's not bringing anything they are not supposed to and sometimes it gets monotonous, mundane. This week has been anything but that. We have had all kinds of fun this week, because that's what we're here for, to make it better for everyone else and these two are pretty outstanding and he wanted to recognize them for that. In one case, Javen is a fairly new employee, he's been here for about six months. He used to be a supervisor at Hacienda but he's really taken it upon himself to step up. He's always visible, he's always walking around campus. He is always saying hello to people. He's provided a number of escorts to students and faculty to get to and from their vehicles, back into the buildings, or from the building to their vehicle. Mr. Trujillo wanted to recognize him for that and thank him and acknowledge the fact that he's a true asset to our team and he wanted to the President to help him, both Presidents and the Board of Regents and our Executive team took notice of the fact that these guys are pretty awesome, and he just wanted to recognize them for that today.

Mr. Trujillo stated the next one, and he will go really quick, we just got this gentleman about two months ago. Trinidad Lucero came to us from corrections, he was a supervisor there. He did a lot over there with the CERT team, transport teams. He filled a number of shoes over there and we were, it was amazing for us to be able to get him to help us in El Rito, because it's really tough to get people up there, and with his qualities and the fact that he's bringing all this experience and knowledge. We had a runaway missing juvenile that got away from us in Abiquiu somewhere and law enforcement plastered social media with the fact that we really needed to find this kid. We don't know the semantics behind it, but he does know that they were searching pretty high and low for this person and it just so happened that Trinidad was paying attention that they saw this kid near campus, befriended the student and he thinks that there was a male subject with this girl and the male subject just left her and he dropped her off and took off and fled. Trinidad took it upon himself to go up, introduce himself, calm her down, explain who he was about. He put her in the vehicle and called law enforcement and they were there withing minutes to pick her up and in his book that's a heck of a kudos and that's a beautiful feather in his hat and that's why he wants to recognize him.

President Balderas will keep the Board posted on fundraising efforts.

D. Introduction of Staff and Faculty

President Balderas introduced the following:

Taylor Brooke Denton

Lecturer, Arts & Human Sciences

Brooke Denton has been promoted from adjunct faculty to Lecturer in our Arts and Human Sciences Department. She received her M.A. in Critical Theory and the Arts from the School of Visual Arts and her B.F.A. in Studio Art from the University of New Mexico. Brooke was born and raised in New Mexico. She is a painter who works primarily in oil and maintains an active studio practice.

Nathan Maestas

Facility & Events Coordinator

Nathan Maestas is our new Facility & Events Coordinator. He was born in Los Alamos in 1986 and raised in the Española Valley by a ranching family. He was previously the Inventory Manager for Portmeirion Group-USA, under their Nambé brand. He graduated from Northern in 2020, with an Associate of Arts in Film & Digital Media Arts.

Kimberly Spray

Assistant Professor, Nursing & Health Sciences

Kim Spray joins us as an Assistant Professor in our Nursing & Health Sciences Department after spending the last 28 years working in emergency medicine, first as a paramedic and as an emergency nurse since 2010. After completing a BSN in nursing in 2014, Kim took a position with Partners in Health (PIH) to care for Ebola patients in Sierra Leone. Upon returning to the U.S., she took a position as the ED Educator at a Level-3 Trauma Center. She has volunteered with multiple international NGOs, including International Medical Corps at Maimonides Hospital in Brooklyn, NY, during the COVID-19 pandemic. She worked overseas for Doctors Without Borders in Sierra Leone and has started her own NGO, Nursing's Edge, to improve nursing education globally. Kim is enrolled in a Nursing Ph.D. program at the University of New Mexico, studying psychological safety and ED nurse turnover intentions.

VII. FACULTY SENATE PRESIDENT REPORT

None.

VIII. STUDENT SENATE PRESIDENT REPORT

President DeAgüero stated does not have much information to provide now. They are now focusing on bringing in new members. They are trying recruit new students and working on events for the new semester. They don't have dates set but once they do, she will provide them at the next meeting.

No questions from the Board.

XIV. STAFF SENATE

Tobe Bott Lyons stated he is the director of UB and was just here talking about getting the constitution approved in November. They had their first meeting in December. They sat all areas of the constitution represented. They have all 11 senators. They elected executive officers. He is the President, Anjel Romero, Vice President, Cindy, Secretary. There are five committees that are up and running and meeting. The SAC met with the President and they will have monthly meetings. Not much to present substantively.

Chairman Martin stated it sounds like they are busy.

Regent Velarde had no questions but congratulated Dr. Tobe Bott Lyons.

Regent Archuleta, no questions.

Regent Gurule congratulated Mr. Bott Lyons and stated he brings such a vibrant energy to Northern. She has always appreciated every time he speaks. She just feels so much energy even just hearing him speak for five minutes. So, number one, congratulations and number two, thank you so much for bringing a voice to the staff as well through this thing that he is starting. Thank you.

President Balderas congratulated them and he has seen them building, discussing and now they're executing and they've been to our office and so they will continue to engage them as a shared governance body.

Chairman Martin thanked Dr. Bott Lyons.

IX. VICE PRESIDENT FOR FINANCE

1. BARS

Ms. Storey presented the Recommendations to the Board of Regents (attached). It is the Budget Adjustments for FY2026. This item was informational. Pages 28 through 45 of the packets is the detailed information of the budget adjustments to this point. This report represents about 104 adjustments. 38 of those are line to line, which represent, essentially, categorial changes. 54 of those adjustments are increased and 12 decreases. Those represent cleanup. Grant notice, as you're aware, this was a unique year in which we were waiting for a lot of notices and or new awards. Just for reference, a matter of timeline, this body approves our budgets in May for the following fiscal year and then as an institution, we are, able to provide, budget adjustments to the higher education

department, twice a year, or once a year. This institution elects to request those only once a year so that also comes in May of, the end of the fiscal year. So, again, this is just for informational purposes. The lengthy report doesn't offer to much valuable information so she did include in the board packet sort of a table that expresses those changes by function. So, on page 27 of the packet is that table. Exhibits 10-14 represent our I&G funding and then we have student life and cultural research, public service, internal services. Student aid and grants, auxiliary enterprises, athletics, and then, of course our renewal replacement and investment and plan. So, these adjustments in the I&G were about \$4.7M and about \$2.8M in the plant area of the budget, representing about \$7M increase to the budget. Ms. Storey stood for questions.

Chairman Martin asked if there were questions from the Board.

Regent Archuleta – no questions.

Regent Gurule – no questions. Regent Gurule stated she would like to express her sincerest gratitude for Ms. Storey and her staff. They are an incredible team and she thanks them for everything that they do for our college.

1. Executive and LFC Budget Recommendations

Ms. Storey stated President Balderas already touched on a lot of the high-level elements of these requests that are before the legislature. In the packet on page 46 is a two-page document. These are final unified priorities out of the CUP/NMICC and the other associations. This is not necessarily a new document but she just wanted to include it in the packet. For reference and refresh our memories, it is laid out with recurring requests, non-recurring requests, and then sector-specific requests. In the recurring request, the Unified Priorities had, we're seeking 4.7% increase in formula funding. Compensations equivalent to that being given to state agencies and then a request to fully fund legislative mandates. In the non-recurring area, there was a focus on campus safety expanded cybersecurity, building renewal replacement and equipment renewal on what is appropriated. It has an algorithm or a distribution model, and then we see those a little bit later, which, again, is partially why we have those budget adjustments post this body approving the budget, so that we can get those appropriations budget.

Ms. Storey stated on page 48 of the packet is tabled that sort of just does those side-by-side comparisons. It looks at what the higher ed request was what the LFC recommendation was and what the executive recommendation is.

Ms. Storey stated as President Balderas mentioned, the associations are in support of the LFC recommendation at least to that, to this point. It looks like this is the recommendation moving forward. It is the bigger ask out of the general fund, which is not difficult for that to move forward but we're fortunate in this case. So, for our

recurring or formula increases, the LFC's recommendation is at 4.7% executive recommendation at 3.4%. Again, as President Wilder has mentioned, the compensation increase is at about 1%.and then as far as the non-recurring requests, I think you can see here that the LFC is a larger investment and again those distributions are typically dished out through the higher ed.

Ms. Storey stated on page 49 of your packet is a little bit more in the weeds of how these impacts Northern. You will see that the table, reference our I&G appropriations, our athletic appropriations and then our RPSPs which is Teacher Pipeline STEM. Nurse expansion, demonstration farms, arts and culture engagement and then there were two new RPSPs that the institution put forward that were supported by HED and the executive but did that in the LFC recommendation. That was for a new career services center and a structured literacy coordinator which was basically a higher ed initiative. Percentage wise for us and I&G, if the LFC recommendation does continue to move forward, it's 3.2% increase in I&G and then the nursing expansion is highlighted here because the recommendation across all those bodies is to role that RPSP into I&G for fiscal year 27.

Ms. Storey stated there is a small box that speaks to numbers. What does that mean in investment for us in formula funding, non-formula funding, RPSP and the total change? Bottom line for Northern, it does not necessarily appear that the LFC recommendation is the favorable, but rest assured, it really is, because it invests in those formula dollars and gives us more recurring funding to the institution.

Mr. Storey stood for questions.

Chairman Martin asked for the Career Services Center and the Structured Literacy Coordinator since the LFC didn't fund it, does that create a problem for us or that's part of further negotiations. Ms. Storey stated she thinks it part of the negotiations. She believes executive recommendations did focus somewhat on RPSP where the LFC focused more on the recurring formula dollars. So, they saw it more favorable to kind of address some of the federal funding and things of that nature through the funding formula. So, it's not to say they couldn't come back in but it's not likely.

Chairman Martin stated so we are asking RPSPs to fund some of our federal programs, was that correct and that did not work out or? Ms. Storey stated we did submit three new RPSPs. One was for HEP/CAMP combination, one was for the Career Services and one was for Upward Bound. What came out of HED recommendation was for the career services and we do prioritize those. We were prioritizing federal funds. But HED's recommendation included career services as an RPSP, and then in their non-formula adjustment is where they kind of accounted for lost federal funding. Of course, that's just an agency recommendation. Executive recommendation took semi-similar approach of funding through non-formula adjustments which is in your small table on page 49 and then again, LFC took the approach of investing through the formula.

Chairman Martin asked if we'll just have to see what happens when the position ends, is that right? President Balderas stated yes and asked Ms. Storey to you reference just the, like, the tangible dollar amount on the adjustment. Ms. Storey stated on page 49 for HED, the formula dollars is worth about \$284,000, we'll call it that. The non-formula dollars, again, is where they're adjusting for loss of federal funding. They wanted to infuse with \$72,000 for Northern and then RPSP, again, \$553. Executive recommendation dropped that non-formula adjustment to \$360,000, again, where they were addressing. Loss of federal funds and then the LFC. The non-formula adjustment is \$790,000 but that is targeted for student support services as they have done in the past.

President Balderas stated he thinks what you're highlighting is the, he wanted to give him kind of a specific on a more focused context in terms of the administration, what they are projecting to be federal cuts is much more of a financial impact to our institution than what the legislature's willing to step in and so they're not willing to replace dollar for dollar the Trump cuts. So, that's one of the disclosures he wants to make clear to the board, is that it's a, it's a critically risky position where the feds are and what the state is proposing to come in and backfill or bail us out, so to speak. However, he doesn't want people to panic. However, he does want to make people aware it's an extremely big lift what Northern is being asked to analyze. His priority is going to be hopefully that we continue to serve the number of students that we're serving. That there continues to not be a break in services but right now for the President the state is sending us a clear message that they're not backfilling the federal cuts so those are the, we as fiduciaries and as education leaders need to be aware of what the realities are of you know, who's willing to put gas in the tank and who's not and we can plan accordingly. So, over the next probably three months, we'll be putting together some recommendations on how we can structurally still succeed but yet deal with this potential risk of several millions of dollars in terms of the federal cuts as it relates to 79 to 300,000 like, there's a big, that's a very different reality than our infrastructure dollars. We are flowing and we can't keep up with the amount of construction. Yet, when it comes for direct dollars of staff or services, I want to be very clear, the legislature is not that bullish in terms of replacing those services with the federal cuts, so that's a risk, sir, that you already instinctually picking up n and will continue to provide information and we'll probably have a fiscal sustainability plan w=very soon by the summer.

Chairman Martin asked if there were questions from the Board.

No questions from the Board.

Chairman Martin thanked Ms. Storey.

X. PROVOST & VICE PRESIDENT FOR ACADEMIC AFFAIRS

1. Approval of Certificate in Technical Trades (Carpentry)

Provost Vellanoweth stated we have a couple of action items for the provost. One is an action item that we discussed last time, December, whatever date that was and he is looking for the Board's approval for the Certificate in Technical Trades – Cybersecurity. So, one in approval, the other is informational at this point. If the Board has any questions, we have folks here to answer those. Chairman Martin stated great, we covered the Certificate in carpentry pretty well last month and asked if there are any questions from the Board. No questions from the Board.

Chairman Martin entertained a motion to approve the Approval of the Certificate in Technical Trades (Carpentry).

Regent Lovato to approve the Certificate in Technical Trades (Carpentry). Second – Regent Gurule. A roll call vote was taken. Chairman Martin – yes, Regent Velarde – yes, Regent Lovato – yes, Regent Archuleta – yes, Regent Gurule – yes. Motion passed unanimously.

2. Certificate of Engineering and Technology (Cybersecurity)

Provost Vellanoweth stated this is a first reading item, a Certificate of Engineering and Technology focused on cybersecurity. It's part of our expanding avenues in career and technical education, part of our trying to be entrepreneurial and meet the needs of not only the community, our local agencies, but also, students in the, in higher education in general. We do have Dr. Nandy and Dr. Gideon who drafted the certificate, curriculum if there are any questions or comments.

Chairman Martin asked Dr. Nandy and Dr. Gideon to join the Board meeting.

Dr. Nandy thanked everyone for the opportunity to talk about their new proposed certificate program and we have Dr. Gideon if he would like to add anything. He is the subject matter expert. Thank you Dr. Vellanoweth for giving some kind of background to that. He will just add to that this is a program that we've developed, designed. We are still working on it a little bit but it's pretty much done. It's a smaller component of a much larger project that we have in collaboration with the Los Alamos National Lab, our mental prodigy, agreement that we have with them and under that umbrella, we also have institutional, an institutional agreement with them, from National Employer Security Administration. We have a two-year grant, so this is part of that as well. What we are proposing is a certificate program, 15 credits and it's stackable with our Bachelor of Information Technology program and I forgot to mention that we are working on this larger project. We are calling it Center of Excellence for IT and Cybersecurity. So, the

cybersecurity part, we had some forces there, but it wasn't really a new crisis in our bachelor program. So right now, there's a huge need for cybersecurity professionals, as we all probably know, in terms of data security and all that stuff, and again. So, we are working with the lab and the subject matter experts, and we drafted this program, and we are continuing to work with them on the content, the content area and so on. The idea is to have it stackable program so we are expecting stand-alone certificate students as well as hopefully, dual grade students, giving them a pathway to workforce-ready type of program so that they can quickly get their certificates in two or three semesters that they are working. At the same time, we hope to retain some of these students through this, stackable kind of nature of the program and move them forward with the bachelor or the associate in software or IT. So that's our approach to that and we did this kind of similar follow the similar approach for CAT certificate program which we launched like two and a half years back and it's very, very successful so we hope we'll have the same level of success, if not more. So, with that, you know, if anyone has any questions. Chairman Martin asked if the classes will be online or in person. Dr. Nandy stated we are ready for both, or you know, hybrid model as well, most likely we will start many of them as traditional face-to-face but we are also Dr. Gideon is also working on developing these courses on line. Many of these classes, one of the courses we already have in our degree plan and some of the other courses have, we have offered them in the past as elective courses so it's not totally new but we have with his expertise have now have the confidence to move forward with something, like, ore concentrated in that area. So, we intend to offer them, online as well, both hybrids depending on the demand.

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

Regent Gurule stated she does not have questions but she would like to thank you for all the work both of you put into this certificate and she has first-hand experience with both Dr. Gideon and Dr. Nandy and seeing the determination that they have, that all of their students are successful and all the sacrifices they make in their own schedules to make sure that they're flexible to meet the needs of all their students. So, it's not been unnoticed, it's not gone unnoticed and she appreciates everything they do for the success of all the students. Thank you so much.

Chairman Martin asked what the timeline is, when do they think they will come back to the Board for approval. Dr. Nandy stated this is the last stage for the internal process. With the Board's approval, he thinks the way it works, they just need to notify the State, HLC and HED but it is not like our bachelor program that needs, you know, full approval from them, so it's a quicker process. He certainly hopes that officially we will be able to launch the program in the fall of this year, fall of 2026.

Chairman Martin asked the provost for his thoughts.

Provost Vellanoweth stated he things it's great. Cybersecurity certainly is here to stay and it's an important part of not only our curriculum here at Northern, but the entire nation, if not the entire world, so there's a lot that goes into it, geopolitics, information technology, engineering and these conversation sort of avenues of interest are what's exciting about this, and very much interested in seeing that. The next will, so the next meeting February, meeting, he believes, then he will bring it up for approval and then they are free to go. President Balderas stated he wants to express some gratitude. A lot of times this doesn't happen overnight and he remembers LANL approaching the institution on what's called a Mentor Protégé Program and that's basically a partnership between this institution, we were one of the first governing entities in the country. President Balderas flew to Sn Diego and visited one of the Cal State, Long Beach, maybe. Long story short, there was a group and you were part of the group that when the protégé program, recognized us that we would be partners, LANL and Northern and that we were one of the few governing, public entities in the nation to be a partner, mentor, protégé. This came from the feds and the Department of Energy, we kind of set out as just normal participant. One of them was to convene thought leaders, and recognize what we can build to build a better workforce, a pipeline and also the national mission. President Balderas remembers the group identifying cybersecurity is one, so he wants to thank them for being in that group. It's not always easy to pull people from their schedules. So, there was some skeptics in the room in terms of LANL and faculty, what is this? Can we afford it? And so, with all the obstacles and barriers, President Balderas really wants to commend them and their department. Because those kinds of partnerships often identify a goal, and then we don't always execute on the goal. So, for them to identify it and then to see the culmination here of a tangible opportunity and pathway. President Balderas is really excited to tell the Board is amazing that we're not flexing in the cybersecurity area and see the provost and faculty really meet the market needs and the demands. Thank you for allowing us to playing that national conversation but he wanted to recognize the Mentor Protégé program that was quietly convened about three years ago and then faculty in the department and he would say that now, at the culmination of this, we'll probably engage a group to go up on the hill and report back to them that we're also executing on the word that we gave them. Some exciting things to come. Thank you.

Chairman Martin thanked Dr. Nandy and Professor Gideon.

XI. EXECUTIVE SESSION

None.

XII. 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.

XIII. ADJOURNMENT

Chairman Martin entertained a motion to adjourn.

Regent Velarde moved to adjourn. Second – Regent Archuleta. A roll call vote was taken. Chairman Martin – yes, Regent Velarde – yes, Regent Archuleta – yes, Regent Gurule – yes. Motion passed unanimously.

The Board of Regents adjourned at 10:16AM.

Approved:

Michael A. Martin
Chair

Erica Rita Velarde
Vice Chair

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: February 24, 2026
Re: Approval of a Certificate in Cybersecurity

Issue

Northern New Mexico College (NNMC) seeks to offer a Certificate in Cybersecurity by Fall of 2026.

Overview

The attached document discusses the needs and characteristics for this certificate in this region and is an essential step for NNMC to respond to the need to build capacity and expand academic opportunities in the area of cybersecurity. Los Alamos National Labs reached out to NNMC to assist in filling a shortage of cybersecurity positions at the lab. In addition, they offered a grant to NNMC to develop a Center of Excellence in Information Technology and Cybersecurity to build and expand academic opportunities. The US Bureau of Labor Statistics (BLS) projects a growth of approximately 30% in this field over the next 10 years (53,000 new jobs).

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.

The implementation costs of this certificate will be minimal. 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). 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 Certificate in Cybersecurity.

**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 / 1st Review	<input checked="" type="checkbox"/> Approval to Implement / <input type="checkbox"/> Denial <input type="checkbox"/> Approval Pending Additional Planning	Sign <i>Rene Vellanoweth</i> Date 11/12/2025
Justification		
External Advisory Committee Chair	/ X <input checked="" type="checkbox"/> Yes / <input type="checkbox"/> No	Sign <i>Mark Gomez</i> Date 11/13/2025
Justification		
Educational Policy Committee Chair	/ X <input checked="" type="checkbox"/> Yes / <input type="checkbox"/> No	Sign <i>Anna Day</i> Date 11.21.25
Justification		
Curriculum Committee Chair	/ X <input checked="" type="checkbox"/> Yes / <input type="checkbox"/> No	Sign <i>Steve Cop</i> Date 12/10/25
Justification		
Faculty Senate President	/ X <input checked="" type="checkbox"/> Yes / <input type="checkbox"/> No	Sign <i>[Signature]</i> Date 10 Dec 2025
Justification		
Office of the Provost / 2nd Review	<input checked="" type="checkbox"/> Approval to Implement / <input type="checkbox"/> Denial <input type="checkbox"/> Approval Pending Additional Planning	Sign <i>[Signature]</i> Date 12/12/2025
Justification		
Librarian	<i>Martin Shupla</i> / X <input checked="" type="checkbox"/> Yes / <input type="checkbox"/> No	Sign <i>[Signature]</i> Date 12/12/2025
Justification		
Assessment Office	<i>David Torres</i> / X <input checked="" type="checkbox"/> Yes / <input type="checkbox"/> No	Sign <i>[Signature]</i> Date 12/12/2025
Justification		
Registrar	<i>[Signature]</i> / X <input checked="" type="checkbox"/> Yes / <input type="checkbox"/> No	Sign <i>[Signature]</i> Date 12/15/2025
Justification		
Financial Aid	<i>Sandra Adams</i> / <input checked="" type="checkbox"/> Yes / <input type="checkbox"/> No	Sign <i>[Signature]</i> Date 12/16/25
Justification		

Distance Ed Directors	/ <input checked="" type="checkbox"/> / Yes / / No	Sign
Justification		<i>René Vellanoweth</i> <small>René Vellanoweth (Dec 19, 2025 14:12:37 MST)</small>
Facilities Director	/ <input checked="" type="checkbox"/> / Yes / / No	Sign
Justification		<i>Jade Montoya</i> Date: 12-17-25
Institutional Research	/ <input checked="" type="checkbox"/> / Yes / / No	Sign
Justification		<i>Carmella Sanchez</i> Date: 12/18/25
Human Resources	/ <input checked="" type="checkbox"/> / Yes / / No	Sign
Justification		<i>Stephanie A. Sandoval</i> Date: 12/18/2025
VP for Finance and Administration/CFO	/ <input checked="" type="checkbox"/> / Yes / / No	Sign
Justification		Digitally signed by <i>Theresa Storey</i> Date: 2025.12.19 12:41:40 -07'00'
Office of the Provost	<input checked="" type="checkbox"/> / Yes / / No	Sign
Justification		<i>René Vellanoweth</i> <small>René Vellanoweth (Dec 19, 2025 14:12:37 MST)</small>
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																	
	<p>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.</p>																	
8	Please provide a tentative timeline for program implementation (including a Gantt Chart)																	
	<table border="1"> <tbody> <tr> <td>Spring 2025</td> <td>Hire Director</td> </tr> <tr> <td>Summer 2025</td> <td>Identify Components for center of excellence</td> </tr> <tr> <td>Summer / Fall 2025</td> <td>Redesign / Improve Curriculum Plan</td> </tr> <tr> <td>Summer / Fall 2025</td> <td>Plan and develop certificate program embedded in existing B.E. program</td> </tr> <tr> <td>Fall 2025/Spring 2026</td> <td>Redesign / update courses</td> </tr> <tr> <td>Fall 2025/Spring 2026</td> <td>Approval process for new program</td> </tr> <tr> <td>Spring 2026/Fall 2026</td> <td>Host Student Recruitment Event, offer new program</td> </tr> </tbody> </table>				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
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NEED																		
9	<p>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.</p> <p>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</p>																	

	<p>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.</p>
10	<p>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).</p> <p>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.</p> <p>See Appendix A for complete degree sheet.</p>
11	<p>What are the College's strengths that would support offering the program (e.g., trained staff, facilities, adequate budget, sustainability, etc.)?</p> <p>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 grants 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).</p>
12	<p>What are the College's weaknesses that must be overcome to offer the program?</p> <p>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.</p>
14	<p>What are the threats external to the College that would need to be dealt with (e.g., demographic shifts, new regulations, new infrastructure, etc.)?</p> <p>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.</p>
15	<p>Describe how the program fits with College's mission, strategic goals, and strategic initiatives</p>

	<p>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.</p>
CURRICULUM	
16	<p>Program mission</p> <p>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.</p>
17	<p>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)</p> <ol style="list-style-type: none"> 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. <p>Program objectives will be reviewed every 5 years to keep them current with changes in industry standards.</p>
18	<p>List the Program-level Student Learning Outcomes</p> <p>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):</p> <p>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;</p> <p>SO4. An ability to conduct standard tests, measurements, and experiments and to analyze and interpret the results to improve processes;</p>
19	<p>Curriculum matrix (outcomes by courses in the major). Provide this as Appendix B (Part I)</p> <p>See Appendix B</p>
20	<p>Describe the coordination with other College programs</p> <p>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.</p>

21	<p>Explain the articulation agreements that the program will have with programs offered by other institutions</p> <p>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).</p>
22	<p>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.</p> <p>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.</p>
23	<p>Describe the standards and practices that will be implemented for Prior Learning Assessment (PLA) within this program.</p> <p>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.</p>
24	<p>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.</p> <p>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.</p>
25	<p>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</p>
	<p>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.</p>

	<p>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.</p> <p>The following CIP code should be used for the proposed certificate program: 11.1003 - Computer and Information Systems Security/Auditing/Information Assurance:</p>
ASSESSMENT	
26	<p>Plan for program assessment and evaluation of program-level student learning outcomes. Provide this section in Appendix B (Part II)</p> <p>See Appendix B (Part II)</p>
SUPPORT AND SUSTAINABILITY	
27	<p>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</p> <p>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.</p> <p>Faculty credentials:</p> <p>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.</p> <p>Dr. Sadia Ahmed is an assistant professor and has a PhD in Electronic Engineering. She has been teaching general IT courses.</p> <p>Dr. Bryan Malone has a DCS in Computer Science. Dr. Malone has been teaching Computer Networking classes.</p>
28	<p>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</p> <p>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.</p>

29	<p>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.</p> <p>See Appendix C</p>
30	<p>Describe the plans for sustainability (including a five-year enrollment projection with revenue and cost projections)</p> <p>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.</p> <p>Appendix C provided the cost and revenue analysis and projections (along with the assumptions used for the analysis)</p>
31	<p>Describe the strategic enrollment plan for the program and how it is aligned with the college strategic enrollment plan</p> <p>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.</p>
32	<p>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</p> <p>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.</p>

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).

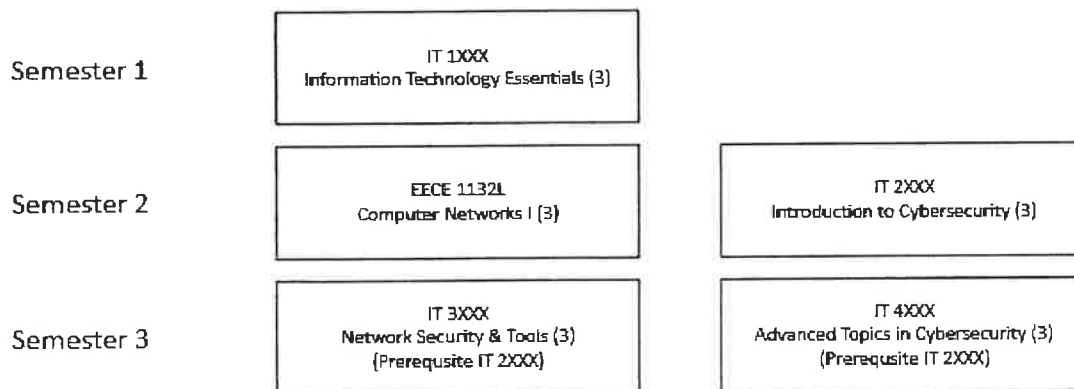
IT 3 XXX Network Security & Tools

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 + 0L).

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: <ol style="list-style-type: none"> 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.

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	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 <ol style="list-style-type: none"> 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 <ol style="list-style-type: none"> 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 <ol style="list-style-type: none"> 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 <ol style="list-style-type: none"> 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	<ul style="list-style-type: none"> • Networking Today • Basic Switch and End Device Configuration • Protocols and Models • Physical Layer • Number Systems 	<ul style="list-style-type: none"> • Address Resolution • Basic Router Configuration • IPv4 Addressing • IPv6 Addressing • ICMP • Transport Layer

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	<ul style="list-style-type: none"> ● Data Link Layer ● Ethernet Switching ● Network Layer 	<ul style="list-style-type: none"> ● Application Layer ● Network Security Fundamentals ● Build a Small Network
Grading Policy		
Expectation and efforts	<ol style="list-style-type: none"> 1. Conduct: Students are expected to comply with the Student Code of Conduct found in the <i>NNMC Student Handbook</i>. 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, 	

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	<p>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 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.</p> <p>6. 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 that as responsible members of the Northern New Mexico College community, we are all required to report any incidents of sexual misconduct to the Title IX coordinator.</p> <p>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.</p> <p style="text-align: center;">Tentative Course Sessions</p>									
Course Lesson Plans	<table border="1"> <thead> <tr> <th data-bbox="456 1541 597 1577">Week</th> <th data-bbox="597 1541 1182 1577">Topics: Introduction to Networks v7.02 (ITN)</th> <th data-bbox="1182 1541 1321 1577">Due</th> </tr> </thead> <tbody> <tr> <td data-bbox="456 1577 597 1709">Week 1</td> <td data-bbox="597 1577 1182 1709">Introduction Module 1: Exploring the Network Module 2: Basic Switch and End Device Configuration</td> <td data-bbox="1182 1577 1321 1709">8/25/2024</td> </tr> <tr> <td data-bbox="456 1709 597 1812">Week 2</td> <td data-bbox="597 1709 1182 1812">Module 3: Protocols and Models Modules 1 – 3: Basic Network Configuration Exam</td> <td data-bbox="1182 1709 1321 1812">9/1/2024</td> </tr> </tbody> </table>	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 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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<p>Academic Calendar</p>	<p>The screenshot shows a web browser window with a page containing text and a prominent red button. The text is mostly illegible due to low resolution but appears to be a list or schedule. The red button is located in the upper right quadrant of the page content. The browser's address bar and navigation icons are visible at the top.</p>
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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.

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- 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:

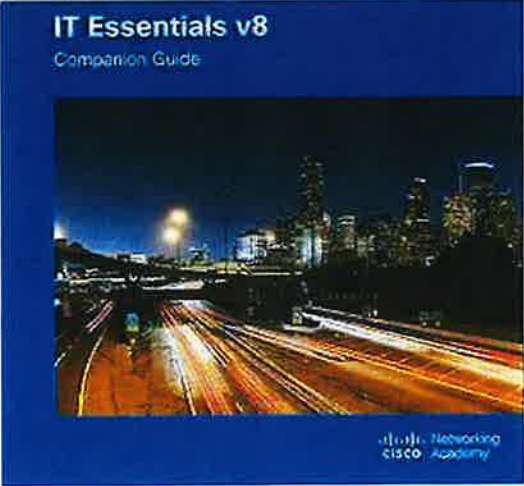
- Most circuits will be powered using a 9V battery, or an AC adapter. While these components present minimal danger, you must always respect the fact that you are dealing with electricity. Never touch a bare wire or contact. If you see smoke, or smell something burning, disconnect any power immediately,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

	<p>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</p>																											
Student Learning	<p>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.</p> <p>At the end of this course the students will be able to:</p> <ul style="list-style-type: none"> • 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	<p style="text-align: center;">Grading Scale</p> <table style="margin-left: auto; margin-right: auto;"> <tr><td><u>A+</u></td><td>=</td><td><u>100</u></td></tr> <tr><td>A></td><td>=</td><td>90 –99</td></tr> <tr><td>B+></td><td>=</td><td>86 –89.99</td></tr> <tr><td>B></td><td>=</td><td>80 –85.99</td></tr> <tr><td><u>C+></u></td><td>=</td><td><u>76 –79.99</u></td></tr> <tr><td><u>C></u></td><td>=</td><td><u>70 –75.99</u></td></tr> <tr><td><u>D+></u></td><td>=</td><td><u>66 –69.99</u></td></tr> <tr><td><u>D></u></td><td>=</td><td><u>60 –65.99</u></td></tr> <tr><td><u>F</u></td><td>Below</td><td><u>59.99</u></td></tr> </table>	<u>A+</u>	=	<u>100</u>	A>	=	90 –99	B+>	=	86 –89.99	B>	=	80 –85.99	<u>C+></u>	=	<u>76 –79.99</u>	<u>C></u>	=	<u>70 –75.99</u>	<u>D+></u>	=	<u>66 –69.99</u>	<u>D></u>	=	<u>60 –65.99</u>	<u>F</u>	Below	<u>59.99</u>
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	<p>The weights are distributed according to the following activities:</p> <p style="padding-left: 40px;">Assignments: 30%</p> <p style="padding-left: 40px;">Labs: 20%</p> <p style="padding-left: 40px;">Midterm exam: 20%</p> <p style="padding-left: 40px;">Final exam: 30%</p>
<p>Readings, lecture material, labs, and assignments</p>	<p>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.</p> <p>Assignments are due at the start of class of the following week as the assignment was assigned.</p>
<p>Midterm exam, final exam, and project</p>	<p>Midterm and final exams are administered on Cisco's NetAcad website. Only one attempt is allowed and only for the allotted class time.</p>
<p>Expectation and efforts</p>	<p>1-Conduct: Students are expected to comply with the Student Code of Conduct found in the NNMC Student Handbook.</p> <p>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.</p> <p>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.</p> <p>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</p>

	<p>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.</p>
<p>Accessibility Services Statement</p>	<p>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.</p>
<p>Counseling Services Statement</p>	<p>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.</p>
<p>Title IX Statement</p>	<p>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.</p>
<p>Email</p>	<p>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.</p> <p>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.</p>

	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	<i>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.</i>
Student Learning Outcomes/Objectives /Competencies of the Course	<ol style="list-style-type: none"> 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 <p>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.</p>

	<p><i>SO 4. An ability to apply creativity in the design of systems, components, or processes appropriate to program educational objectives.</i></p> <p><i>SO6. An ability to identify, analyze and solve technical problems.</i></p> <p><i>SO 11. A commitment to quality, timeliness, and continuous improvement.</i></p> <p><i>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.</i></p>
College-Wide Student Learning Outcomes	<p><i>1. Ability to communicate clearly and effectively</i></p> <p><i>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.</i></p> <p><i>2. Ability to think critically through analytical, inventive and creative means</i></p> <p><i>a. Infer specific contexts and situations for learning by asking essential questions and applying both quantitative or qualitative methodologies and processes to solve problems.</i></p> <p><i>3. Demonstrate commitment to address cultural, social, and ethical responsibilities</i></p> <p><i>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.</i></p> <p><i>4. Demonstrate Proficiency in the use of Current Technology and Innovation</i></p> <p><i>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.</i></p>

Topics	<p>Module 1 - Introduction to Security</p> <p>Module 2 - Threat Management and Cybersecurity Resources</p> <p>Module 3 - Threats and Attacks on Endpoints</p> <p>Module 4 - Endpoint and Application Development Security</p> <p>Module 5 - Mobile, Embedded, and Specialized Device Security</p> <p>Module 6 - Basic Cryptography</p> <p>Module 7 - Public Key Infrastructure and Cryptographic Protocols</p> <p>Module 8 - Networking Threats, Assessments, and Defenses</p> <p>Module 9 - Network Security Appliances and Technologies</p> <p>Module 10 - Cloud and Virtualization Security</p> <p>Module 11 - Wireless Network Security</p> <p>Module 12 - Authentication,</p>
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	<p>Module 13 - Incident Preparation, Response, and Investigation.</p> <p>Module 14 - Cybersecurity Resilience</p> <p>Module 15 - Risk Management and Data Privacy</p>
Grading Policy	<p>The grading policy is given as follows:</p> <ul style="list-style-type: none"> • Assignments / Labs: 50% • Midterm: 20% • Final Exam: 30% <p>Grade Assignment:</p> <ul style="list-style-type: none"> • 90-100: A • 80-89: B • 70-79: C • 60-69: D • 59 and below: F
Expectations and Efforts	<p>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)</p>
Student Learning Outcomes of the course	<p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>1-Conduct: Students are expected to comply with the Student Code of Conduct found in the NNMC Student Handbook.</p>

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 NNMCM 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 EET 201 Digital Systems 4

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 as identified above. 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 NNMCM 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. While most of the course materials are located on the Blackboard course shell. 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 all students can succeed. Northern is committed to providing equitable access to 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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7-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 EET 201 Digital Systems 5 appropriate sanctions will be applied. Violations include: plagiarism, exam misconduct, etc.
Exams and Quizzes	All exams and quizzes including the final are "closed book", unless otherwise is explicitly stated. Students are expected to have read the text or other material assigned prior to coming to class. Midterm and final exams will be in class, without resubmission option. While students are encouraged to collaborate on activities (midterm exam, final exam, laboratory assignments, and project) will be graded individually. 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	<p>Week 1 Module 1 - Introduction to Security</p> <p>Week 2 Module 2 - Threat Management and Cybersecurity Resources</p> <p>Week 3 Module 3- Threats and Attacks on Endpoints</p> <p>Week 4 Module 4 - Endpoint and Application Development Security</p> <p>Week 5 Module 5 - Mobile, Embedded, and Specialized Device Security</p> <p>Week 6 Module 6 - Basic Cryptography</p> <p>Week 7 Module 7 - Public Key Infrastructure and Cryptographic Protocols</p> <p>Week 8 Midterms Module 8 - Networking Threats, Assessments, and Defenses</p> <p>Spring Break 3/17/25 to 3/21/25</p> <p>Week 9 Module 9 - Network Security Appliances and Technologies</p> <p>Week 10 Module 10 - Cloud and Virtualization Security</p> <p>Week 11 Module 11 - Wireless Network Security</p> <p>Week 12 Module 12 - Authentication,</p> <p>Week 13 Module 13 - Incident Preparation, Response, and Investigation.</p> <p>Week 14 Module 14 - Cybersecurity Resilience</p> <p>Week 15 Module 15 - Risk Management and Data Privacy</p> <p>Week 16 Finals</p>
Academic Calendar	<ul style="list-style-type: none"> • 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 11 • 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

	<ul style="list-style-type: none"> • 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	<ul style="list-style-type: none"> • 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 “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, knapsacks in an area designated by your instructor. • During the first days of class, your instructor will identify the following: <ol style="list-style-type: none"> 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. <p>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 electricity. While harmless to humans, static electricity can damage sensitive EET 201 Digital Systems 7 electronic components.</p> <ul style="list-style-type: none"> • Absolutely NO horseplay – running, wrestling, etc. – will be tolerated in the lab. • Above all, USE COMMON SENSE: <ol style="list-style-type: none"> 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. <p>The following rules should be followed when building and configuring computers:</p> <ul style="list-style-type: none"> • 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 cut 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

	<p>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 motors. In addition, some simple soldering may be required. The following rules should be followed when building electronic circuits:</p> <ul style="list-style-type: none"> • 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 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 the 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. Always return the soldering iron to its stand when not in use.
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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	<p>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</p>
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

	<p>Honeypots Intrusion Detection and Intrusion Prevention Systems (IDS/IPS) Firewalls (hardware) Firewalls (software) Virtual Private Networks (VPNs) Wireless Security Digital Forensics Penetration Testing</p>																											
<p>Student Learning</p>	<p>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.</p> <p>At the end of this course the students will be able to:</p> <ul style="list-style-type: none"> • 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. 																											
<p>Grading Policy</p>	<p>Grading Scale</p> <table style="margin-left: auto; margin-right: auto;"> <tr><td><u>A+</u></td><td><u>=</u></td><td><u>100</u></td></tr> <tr><td>A></td><td>=</td><td>90 –99</td></tr> <tr><td>B+></td><td>=</td><td>86 –89.99</td></tr> <tr><td>B></td><td>=</td><td>80 –85.99</td></tr> <tr><td><u>C+></u></td><td><u>=</u></td><td><u>76 –79.99</u></td></tr> <tr><td><u>C></u></td><td><u>=</u></td><td><u>70 –75.99</u></td></tr> <tr><td><u>D+></u></td><td><u>=</u></td><td><u>66 –69.99</u></td></tr> <tr><td><u>D></u></td><td><u>=</u></td><td><u>60 –65.99</u></td></tr> <tr><td>F</td><td>Below</td><td>59.99</td></tr> </table> <p>The weights are distributed according to the following activities:</p> <p>Assignments: 30% Labs: 40% Final Project: 30%</p>	<u>A+</u>	<u>=</u>	<u>100</u>	A>	=	90 –99	B+>	=	86 –89.99	B>	=	80 –85.99	<u>C+></u>	<u>=</u>	<u>76 –79.99</u>	<u>C></u>	<u>=</u>	<u>70 –75.99</u>	<u>D+></u>	<u>=</u>	<u>66 –69.99</u>	<u>D></u>	<u>=</u>	<u>60 –65.99</u>	F	Below	59.99
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Readings, lecture material, labs, and assignments	<p>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.</p> <p>Assignments are due at the start of class of the following week as the assignment was assigned.</p>
Midterm exam, final exam, and project	<p>Final project should be worked on throughout the semester. Presenting the final project will be done orally during finals week.</p>
Expectation and efforts	<p>1-Conduct: Students are expected to comply with the Student Code of Conduct found in the NNMC Student Handbook.</p> <p>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.</p> <p>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.</p> <p>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.</p>

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	<p>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.</p> <p>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</p>

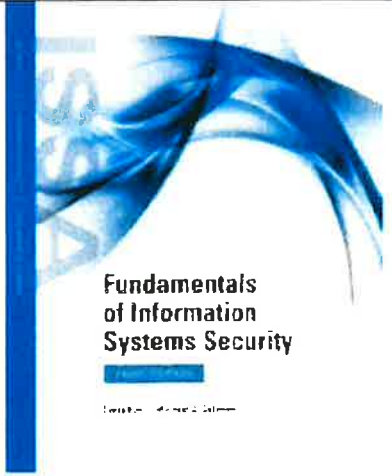
	improper composition is not professional. Remember to always leave recipients and those you communicate with an impressive image of yourself regardless of the content.
Tentative schedule	

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	<p>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.</p> <p>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=pJIcd6-E70 https://nypost.com/2017/07/10/alexa-calls-cops-on-man-allegedly-beating-his-girlfriend/</p> <p>Not required but highly encouraged: https://www.youtube.com/watch?v=PJBBRUraKgo</p>									
Topics	<p>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</p>									
Student Learning	<p>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:</p> <ul style="list-style-type: none"> • 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	<p style="text-align: center;">Grading Scale</p> <table style="margin-left: auto; margin-right: auto;"> <tr> <td style="padding-right: 10px;">A+</td> <td style="padding-right: 10px;">=</td> <td style="border-top: 1px solid black; border-bottom: 1px solid black;">100</td> </tr> <tr> <td>A></td> <td>=</td> <td>90 –99</td> </tr> <tr> <td>B+></td> <td>=</td> <td>86 –89.99</td> </tr> </table>	A+	=	100	A>	=	90 –99	B+>	=	86 –89.99
A+	=	100								
A>	=	90 –99								
B+>	=	86 –89.99								

	<p style="text-align: center;"> <u>B> = 80 –85.99</u> <u>C+> = 76 –79.99</u> <u>C> = 70 –75.99</u> <u>D+> = 66 –69.99</u> <u>D> = 60 –65.99</u> <u>F Below 59.99</u> </p> <p>The weights are distributed according to the following activities:</p> <p style="padding-left: 40px;"> Assignments: 15% Labs / Discussions: 30% Quizzes: 10% Midterm exam: 20% Final exam: 25% </p> <p>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.</p>
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	<p>1-Conduct: Students are expected to comply with the Student Code of Conduct found in the NNMC Student Handbook.</p> <p>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.</p> <p>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</p>

	<p>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.</p> <p>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.</p>
Accessibility Services Statement	<p>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.</p>
Counseling Services Statement	<p>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.</p>
Title IX Statement	<p>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</p>

	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	<p>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.</p> <p>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.</p>
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:

- 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 teaching 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 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.

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: February 24, 2026

Re: Professor Emeritus Nomination

Issue/Overview:

In accordance with Northern New Mexico (NNMC) Policy regarding the honor of Professor Emeritus, the Board of Regents approve the granting of the title. Nominees must meet the following criteria:

- Be eligible to retire and have submitted an intent to retire
- Be tenured at NNMC and have five consecutive years of full-time, tenured faculty service at NNMC prior to retirement
- Have shown excellence in teaching or administration
- Have contributed service to the college, the community or the professional discipline.

It is with great enthusiasm that the Faculty Senate's Honors Committee, the Provost and the President endorse the nomination of Dr. Annabelle Malinalli Gutierrez-Sisneros for the distinction of Professor Emeritus at NNMC. In June of this year, Associate Professor Gutierrez-Sisneros, affectionately known as Dr. X, retired from teaching after nearly 17 years of dedicated service to NNMC and many more years as a nurse and mental health provider. The granting of Professor Emeritus status would honor the merit and dedication of this richly deserving individual, and it would serve to acknowledge her ongoing contributions to NNMC and the greater community, which we are confident will continue well into the future. Attached is the endorsement letter from the Faculty Senate's Honors Committee for reference.

Recommendation:

I recommend that the Board of Regents confer the title of Professor Emeritus to Dr. X.

NORTHERN New Mexico College



December 10, 2025

Subject: Endorsement Letter for Dr. Annabelle Malinalli Gutierrez Sisneros

Dear Provost Vellanoweth:

It is with great enthusiasm that the Faculty Senate's Honors Committee endorses the nomination of Dr. Annabelle Malinalli Gutierrez Sisneros for the distinction of Professor Emeritus at NNMC. In June of this year, Associate Professor Gutierrez Sisneros, affectionately known as Dr. X, retired from teaching after nearly 17 years of dedicated service to the college and many more years as a nurse and mental health provider.

After completing her undergraduate coursework in nursing, Dr. X pursued both a Master of Science in Nursing, preparing her to serve as an Advanced Practice Registered Nurse as a Clinical Nurse Specialist, specializing in mental health care, as well as a Master of Arts in Latin American Studies. She went on to earn her PhD in Nursing, a distinction claimed by less than 1% of nurses nationwide. She was the second full-time faculty member in the Department of Nursing and Health Sciences to achieve the esteemed PhD in Nursing, and reported to be the first Chicana in Rio Arriba to do so. In addition to her extensive formal academic preparation, she has maintained numerous national certifications and professional memberships.

In the Associate Degree of Nursing Program and the RN-to-BSN Program, Dr. X has worn many hats, assuming new roles as needs arose. In the former curriculum, she guided students as their clinical professor in their Psychiatric Mental Health Nursing practicum as well as Nursing Fundamentals lab; she also served as the Clinical Coordinator, arranging hundreds of clinical and preceptorship experiences for our students with a wide swath of health care organizations throughout the area; she pioneered the Retention Specialist position to support students in the demanding Nursing curriculum; and she even accepted the Interim Director role in the 2018-2019 academic year. In the RN-to BSN program, she taught a variety of courses including Community and Global Health I & II, An Integral Approach to Evidence Based Practice, Complementary and Integrative Therapies in Nursing, Integral Communication and Teaching, and the Integral Nursing Capstone course, steadfastly advocating the humane, compassionate, holistic care of underserved and often stigmatized populations: immigrants, LGBTQ+-identifying individuals, the homeless, the incarcerated, and individuals suffering from substance use disorders and mental health conditions. In addition, she has taught several courses in the Health Sciences, such as Medical Terminology and Introduction to Healthcare Professions. In 2020, she was granted tenure for her demonstrated excellence in teaching, service, advising, as well as scholarship, professional development, and mastery of the Nursing discipline.

Dr. X's service to the college and the community extends far beyond the Department of Nursing and Health Sciences. She was elected Faculty Senate President and held the position from 2020 to 2022. Additionally, she chaired and was a founding member of the Faculty Senate committee, *¡Así Es!*, which seeks to foster a culture of belonging in the classroom and college environment, a crucial undertaking in an institution whose student body is comprised by so many first-generation and minority college students. She served on the Senate's ad hoc committee that investigated and reported on several learning management systems (LMS); the committee's work was largely responsible for the recent transition to the Canvas LMS. Outside the Faculty Senate and Senate committees, she has championed student empowerment and cultural pride,

serving as the faculty advisor for *Movimiento Estudiantil Chicano de Aztlán* (MEChA) and the LGBT student organization, GSA, as well as the *Sostenga* Farm, which supports NNMC's food pantry, *La Dispensa del Barrio*, providing healthy, fresh foods at no cost to Northern students. She has mentored student senators, NNMC Summer Bridge Program students, as well as new faculty members. Beyond these leadership and mentorship roles, she accepted a part-time role as a mental health counselor in addition to her teaching load for several semesters, first for the general student body and later through NNMC's Veterans' Resource Center.

Not only has Dr. X selflessly shared her talents with the college community, she has also undoubtedly been the college's most active faculty ambassador in our greater community. Her tireless efforts to improve our community include the following activities: partnerships with, service as a consultant to, and board membership for many community organizations; offering invocations at various community ceremonies; initiating numerous official proclamations at the local and state level; and public speaking and poster presentations. She has provided mental health counseling at agencies such as HOY Recovery Program and Tewa Women United. On several occasions, she has sought to recognize unsung heroes and heroines within our community by nominating them for a Northern Honorary Degree with this very committee.

At the May 2025 Nursing Pinning Ceremony, former ADN Program Director and long-time colleague, Theresa Lopez, recognized Dr. X for her years of service to NNMC and her deep commitment to mentorship, the nursing profession, and nursing education. Of Dr. X, she affirmed, "She deeply loves this valley—its people, its land, and its promise. She loves this college. She loves the students. She made us laugh. She made us better. And she reminded us that nursing is not just a career—it is a calling."

In short, Dr. X represents the best of Northern; she believes deeply in our mission and our students. Ever collegial, she breaks down barriers, builds bonds, and is a friend to each person she encounters. She is an inspiration to the whole Northern community and reminds us of our obligations beyond ourselves. All this she does with warmth and humility.

Dr. X celebrates the achievements of her colleagues, her students, and members of the community; let's join now in celebrating hers! The bestowal of Professor Emeritus status would honor the merit and dedication of this richly deserving individual, and it would serve to acknowledge her ongoing contributions to Northern and the greater community, which we are confident will continue well into the future.

Sincerely,

NNMC Honors Committee AY 25-26

Margaret Zak and Dr. Ana Vasilic, Co-Chairs

Ali Aslan

Michael Harper

Melanie Colgan

Dr. Robert Beshara

Dr. Sadia Ahmed

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: February 24, 2026
Re: Honorary Degree

Issue

The Faculty Senate recommends that Mr. Don Bustos be bestowed with an honorary baccalaureate degree from Northern New Mexico College (NNMC) at the Spring 2026 commencement ceremony.

Overview

An honorary degree is an academic degree for which a degree-awarding institution waives the usual requirements, such as matriculation, residence, thesis, dissertation, and the passing of examinations. Professor Dr. Annabelle X Sisneros recommended to the Faculty Senate that Northern New Mexico farmer Mr. Don Bustos, receive an honorary baccalaureate degree from NNMC.

Don Bustos is a family farmer from Northern New Mexico who graduated in 1975 from the New Mexico Military Institute in Roswell, NM. He has been farming land that has been in his family since the Spanish Land Grant of 1598. He was one of the first farmers in New Mexico to receive organic certification and has been certified for over 20 years. His work has earned him numerous awards, such as: The New Mexico Farmer of the Year in 2006; the New Mexico Organic Farmer of the Year in 2012; NMSU's Leyendecker Agriculturalist of Distinction; the James Beard Award for leadership; and in 2015, Don played a lead role in developing the vision and the funds for the Santa Fe Farmers Market complex, considered one of the top farmer's markets in the country, bringing important economic development to Northern New Mexico.

Don has remained committed to working as the Green Roots Institute (GRI) Executive Director, which has helped to keep the Sostenga Farm highly functioning.

Attached to this memorandum you will find the nomination form and letter and his biographical sketch that was approved by the Faculty Senate.

Recommendation

The Faculty Senate ratified the nomination and President Balderas formally endorsed the recommendation. I recommend that the Board of Regents approve the baccalaureate honorary degree for Mr. Don Bustos.

Honorary Degree Nomination Form

Please use this form to nominate NNMC Honorary Degree candidate.

DEADLINE FOR NOMINATIONS: November 1

Only complete nomination packages will be considered.

Alternatively, you can fill in [this PDF form](#) and email it, together with all supporting documents to honors@nnmc.edu.

Email *

Malinalitenepal12@gmail.com

Information about the nominee.

In this section please provide information about the person you are nominating for the Honorary Degree.

First and last name of the Honorary Degree nominee. *

Don Bustos

Nominee's email. *

SantaCruzfarm1@gmail.com

Nominee's phone and mailing address. *

PO Box 5045, Espanola, 87532 505- 309-1168

Nominee's degrees. Please select the highest degree that they completed. *

- GED
- High School
- Certificate
- Associate degree
- Bachelor's degree or higher (Please stop. The candidate is NOT eligible for an honorary degree).

Nominee's connection to Northern New Mexico College. *

Executive Director of Green Roots Institute - supports NNMC Sostenga Farm

Information about the nominator.

Please provide information about the person submitting the nomination packet. In the supporting letter, please provide rationale for this nomination and elaborate on the accomplishments of the nominee.

Nominator's first and last name. *

Dr. Ana Malinalli X Gutierrez Sisneros

Nominator's phone, email, and mailing address. *

606-690-0213, PO Box 1845, Espanola, NM 87532

Nominator's Relationship to Nominee (including potential or perceived conflict of interest) *

I am also a supporter of the NNMC Sostenga Farm, as a faculty, then community advisor.

Please upload the following documents or email them to honors@nnmc.edu. *

1. A letter from the nominator and supporting documentation detailing why the candidate is worthy of an honorary degree from NNMC.
2. The candidate's curriculum vitae or a biographical statement.
3. Three (3) letters of recommendation.



Nominator, Dr. X, ...



NNMC, Don Bust...



NNMC, Don Bust...



NNMC, Don Bust...

 Add file

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Google Forms

Faculty Senate

NORTHERN New Mexico College



October 27, 2025

NNMC Honors Committee;

I am writing on behalf of Don Bustos, a local farmer in the Española Valley, where he and I both live and work. I am nominating him for the honorary degree award for 2026, and with this letter I want to convey my support for his receiving this very positive recommendation.

Candidate Background

Don Bustos is a family farmer from Northern New Mexico, with a high school education, graduation in 1975 from the New Mexico Military Institute in Roswell, NM. He has been farming land that has been in his family since the Spanish Land Grant of 1598.

To impart to you his excellence in promoting community health, I note here that he was one of the first farmers in New Mexico to receive organic certification and has been certified for over 20 years. His work has earned him numerous awards, such as: the New Mexico Farmer of the Year in 2006; the New Mexico Organic Farmer of the Year in 2012; NMSU's Leyendecker Agriculturalist of Distinction; the James Beard Award for leadership; and in 2015, Don played a lead role in developing the vision and the funds for the Santa Fe Farmers Market complex, *considered one of the top farmer's markets in the country*, bringing important economic development to Northern New Mexico.

Why Candidate is Worthy

This support is strongly based on the fact that Don has worked to farm and feed the valley for 20+ years, as, in addition to farming his family land, he served as Co-director of the American Friends Service Committee's New Mexico Program, where he focused on training beginning farmers and developing farmer networks throughout the State. Don is serving on board of New Mexico Acequia Association a New Mexico based organization that address water and land issues to preserve for future generations, and he

has served on the USDA's Western Sustainable Agriculture Research and Education (WSARE) board since 2008, which awards grants to farmers in the Western region of the U.S. He served as Chair of the Western SARE Board from 2011-13. He has also served on the boards of the National Campaign for Sustainable Agriculture, and was one of its founding members of the National Immigrant Farmers Initiative (NIFI). He continues to help to establish food networks across the state of New Mexico.

Service to Northern New Mexico College

I can confirm that, since August, 2018, Don has remained committed to working as the Green Roots Institute (GRI) Executive Director, which has helped to keep the Sostenga Farm highly functioning. In observing Don at his Santa Cruz Farm, and at the Sostenga Farm, where I have been a faculty advisor since 2010, I have found him to be easy to work with, a teacher of sustainability for our traditional land and water based people's farming efforts. I have known him, before the GRI came in to keep Sostenga open, after the AFSC had completed a five year cycle of support with us, for fifteen years, and have noted he exudes a "can do" attitude. *Please read his biographical sketch, below*, and the letters of support from the community which also confirm this deserving individual's merits, internationally, nationally, and locally.. Thank you, Don!

Conclusion

I wholeheartedly support and recommend Mr. Bustos for this distinction, and I think you will realize from this letter, that he is an asset to our beloved communities. His chosen career trajectory has benefited thousands of people in New Mexico, via his advocacy for healthy, fresh food choices, a calling at which he excels.

Please call or email me with any questions you may have regarding this nomination recommendation.

Healthy regards,

✕

(electronically signed, 10-27-25, AMXGS)

Ana Malinalli X Gutiérrez Sisneros, PhD, MALAS, APRN, PMHCNS-BC, AHN-BC

Retired, ADN Program & RN to BSN Holistic Nursing Program Associate Professor, and Clinical Coordinator, Department of Nursing and Health Sciences

Cell: 505-690-0213 email: malinallitenepal12@gmail.com

Biographical Sketch

Don Bustos
 P.O. Box 5045 phone: (505)309-1168
 Española, NM 87532 email: SantaCruzfarm1@gmail.com

Summary

Don Bustos has more than twenty years' experience as a New Mexican farmer and currently serves or has served on the boards of national organizations including Western Sustainable Agriculture Research & Education, Western Sustainable Agriculture Working Group, National Campaign for Sustainable Agriculture, and the National Immigrant Farming Initiative. Currently serves on state non-profit board of the New Mexico Acequia Association. He currently manages a \$1.5 million private foundation grant. He has managed a \$300,000 federal USDA grant for training farmers and creating farmer networks, and managed a \$700,000 federal HUD grant (pursuant to HR 106-988, 2001 EID special project) for the development of blighted areas through the revitalization of agricultural markets in Santa Fe, New Mexico. He also, from 2000 to 2005, managed state and federal appropriations totaling over \$650,000 in direct oversight, and acquired more than \$6 million for state programs relating to farming and community development.

Education and Training

- *Project Management Training. New Mexico State University, Alcalde Science Center, NM, 2003.
- *Growing in Solar Greenhouses. Steve Moore, York, PA, 2002.
- *Hydroponics Growing Workshop. Crop King, Seville, OH, 2001.

Conferences: *USDA Marketing & Outreach Programs; National Food Security Conferences; North American Direct Marketing Association annual meetings & workshops.*

Professional and Research Experience [including grants]

Professional Experience, including teaching and training experience

- January 2018-Present The Greenroots Institute- Executive Director, Rio Arriba New Mexico, and founded the Organization in January 2018 – has directed Organization and programs since the founding
 - Directed programming at SOSTENGA! in collaboration with NNMC
 - Directed programming and Chaired the ASSOCIATION in the Santa Cruz Irrigation District,
 - Managed programs related to projects within Rio Arriba and the Espanola Valley, *April, 2008 – August 2016.* New Mexico Area Program Director. American Friends Service Committee, Albuquerque, NM.
 - Manage New Mexico Area Program, including development of strategic programs and sustainable farm plans, budgets, and outreach programs.

4

- Trains beginning farmers throughout New Mexico.
- Researches grants and develop grant applications.
- Create database for outreach and program awareness.
- Founded the Agri-Cultura Network with farmers in Albuquerque and is developing more farmer cooperatives in northern and southern NM with direct economic benefit to the surrounding communities.
- Built regional and national networks with policy impact for socially disadvantaged farmers and ranchers, including new immigrants and farm industry workers.
- Supervises program coordinator and volunteers.

July, 2007 – April, 2008. Interim New Mexico Area Program Director. American Friends Service Committee, Albuquerque, NM.

October, 2003 – July, 2007. New Mexico Area Program Coordinator. American Friends Service Committee, Albuquerque, NM.

1985 – present. Owner. Santa Cruz Farm, Albuquerque, NM.

- Develop and implement farm business plan and marketing plan.
- Manage farm and farm employees.⁴⁴
- Work with non-governmental organizations to develop markets.
- Help create year-round farmers' market.
- Develop policy initiatives and implement programs.
- Create a farming model that can be replicated elsewhere.

Research, and grants received 2002

▣ **Period of performance** is 2011-2015

Don Bustos PI. WK Kellogg Foundation Total award: \$1.5 million.

▣ **Period of performance** is 2008 -2011

Don Bustos PI. US Department of Agriculture. Total award: \$300,000.

▣ **Period of performance** is 2000-2002

Don Bustos PI. Grant Title. US Department of Housing and Urban Development. Total award: \$700,000.

▣ **Period of Performance** is 2008-2011

Don Bustos, McCune Foundation. Creating new sustainable farms. Total award \$30,000

▣ **Period of Performance** is 2011-2014

Don Bustos, PI, McCune Foundation. Thriving Farms in New Mexico. Total award: \$30,000

▣ **Period of Performance** is 2018-2022

Don Bustos, ED, McCune Foundation. Weaving Our Future Weaving our Vision,\.Total Award: \$45,000

▣ **Period of Performance** is 2018-2022

Don Bustos, ED, Thornburg Foundation. Weaving Our Future Weaving our Vision,\.Total Award\$50,000

Synergistic Activities (Community-Building Experience)

Western Sustainable Agriculture Research & Education, Logan, UT (at Utah State University), *Chair*, present. *Board Member*, 2006-2010.

Western Sustainable Agriculture Working Group, Inc., Austin, NV, *Board Member*, 2006 to present.

National Campaign for Sustainable Agriculture, Pine Bush, NY, *Board Member*, 2007-2010

National Immigrant Farming Initiative, Washington, DC, *Chair*, 2009- present. *Board Member*, 2007-2009.

Santa Fe Family Farmers Cooperative, Santa Fe, NM. *Founder; Chair, Vice Chair; Member*. 1994 –

2006. Roles: Run board meetings, Oversee budgets, Raise funds, Make legislative proposals, Conduct media outreach and public relations.

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Rio Arriba County Extension Service Committee, Albuquerque, NM. *Chairman*. 1997 – 2007.

El Llano Acequia, Espanola, NM. *Commissioner*. 1996-2022.

El Llano Acequia, Santa Cruz NM. *Mayordomo* 2022

New Mexico Acequia Association, Santa Fe NM. *Board Member, Executive Committee* 2000-present.

Northern New Mexico Agricultural Alliance, Santa Fe, NM. 1995-1998

El Museo Culture de Santa Fe, Santa Fe, NM. *Volunteer*. 2002.

- Helped present The Moving Waters Project; coordinated farmers' activities, and advertised project.

Mexicano Land Education and Conservation Trust, Albuquerque, NM *Volunteer*. 2003-2007.

- Formalized Santa Cruz De La Cañada Land Grant

Awards, Nominations, Collaborations and Affiliations

- ☐ May 2011-May 2013. Fellow. Institute for Agriculture and Trade Policy.

- ☐ Selected as an innovative change maker who advocates for food and farming systems that are just and healthy for all people.

- ☐ Advocated for beginning farmers in the USDA Farm Bill

- ☐ Writes articles related to farm policy published in NM periodicals

- ☐ Fluent in English and Spanish.

- ☐ Rodale institute Organic Pioneer Award 2021

- ☐ James Beard Leadership Aware 2015

- ☐ October, 2025, NNMC nomination from his community for an Honorary Degree

Biographical Sketch – Don Bustos

P.O. Box 5045
Española, NM 87533

phone: (505)309-1168
email: SantaCruzfarm1@gmail.com

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- Fluent in English and Spanish.
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- James Beard Leadership Aware 2015

*Chief Financial Officer***NORTHERN New Mexico College****MEMORANDUM**

TO: Board of Regents
Northern New Mexico College

FROM: Theresa Storey, Chief Financial Officer

THRU: Hector Balderas, President

DATE: February 24, 2026

RE: Fiscal Watch Report

Issue:

On a quarterly basis, Northern New Mexico College (NNMC) provides an institutional report for the Board of Regents (BOR) for review and approval.

Overview:

Quarterly, the NNMC Chief Financial Officer and the Business Office staff prepare a Fiscal Watch Report for review and discussion at the Audit, Finance, and Facilities Committee (AF&F) meeting. The financial report provides an overview of the institution's financial condition for all unrestricted and restricted funds and grants throughout the College.

The Fiscal Watch Reports are presented in the format prescribed by the New Mexico Higher Education Department (NMHED). Additional information is included to provide a budget status update for the Institution. In addition, the BOR also is provided information for the following financial areas summarized in the monthly institution-wide Fiscal Watch Report:

- Unrestricted Funds
- Auxiliary Programs
- Institutional Grants
- Student Aid
- Plant Funds
- Capital Outlay Projects

Recommendation:

Staff recommends that the BOR approves the Fiscal Watch Report for the period ending December 31, 2025.

Northern New Mexico College

Statement of Net Position

(Unaudited and Unadjusted)

December 31, 2025

Assets

Current Assets:

Cash and Cash Equivalents	28,645,186
Short-Term Investments	-
AR - Student	3,017,886
AR - Other than student	1,101,168
Inventories	6,726
Prepaid Expenses	24,583
Loans Receivable, net	1,265,749

Total Current Assets	<u>34,061,298</u>
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Non-Current Assets

Restricted Cash and Cash Equivalents	-
Restricted Short Term Investments	-
Investments Held by Others	-
Other Long-Term Investments	-
Prepaid Expenses	-
Capital Assets, net	40,720,674

Total Non-Current Assets	<u>40,720,674</u>
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Total Assets	<u>74,781,972</u>
---------------------	--------------------------

Deferred Outflows of Resources

Pension & OPEB Related (6/30/25 balances)	7,711,824
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Total Deferred Outflows of Resources	<u>7,711,824</u>
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Liabilities

Current Liabilities

Accounts Payable	2,690,911
Other Accrued Liabilities	186,613
Deferred Income	6,766,355
LT Liabilities - Current Portion	-

Total Current Liabilities	<u>9,643,879</u>
---------------------------	------------------

Non-Current Liabilities

Accrued Interest Payable	-
Accrued Benefit Reserves	-
Other LT Liabilities	533,006
Net Pension Liability	26,570,504
Net OPEB Liability	3,644,623

Total Non-Current Liabilities	<u>30,748,133</u>
-------------------------------	-------------------

Total Liabilities	<u>40,392,012</u>
--------------------------	--------------------------

Deferred Inflows of Resources

Pension, OPEB and Leases Related (6/30/25 balances)	5,739,985
---	-----------

Total Deferred Inflows of Resources	<u>5,739,985</u>
--	-------------------------

Net Position

Invested in Capital Assets, net of Related Debt	40,720,674
---	------------

Restricted for:

Nonexpendable:	
Endowments	-
Expendable:	
General Activities	(517,255)
Federal Student Loans	-
Term Endowments	-
Capital Projects	(578,919)
Debt Service	-
Related Entity Activities	(114,735)

Unrestricted

Unrestricted without NFP	(3,147,966)
Net Fiduciary Position	-
Total Unrestricted (includes 6/30/25 NFP)	<u>(4,358,875)</u>

Total Liabilities, Deferred Inflows and Net Position	<u>82,493,796</u>
---	--------------------------

Northern New Mexico College
Summary of Operating and Plant Funds
(Unadjusted and Unaudited)
Fiscal Year 2026

Operating Funds	FY 2026 Original Budget	FY 2026 Adjusted Budget	FY 2026 Actuals as of December 31, 2025	Percentage Earned/Spent
REVENUES				
Tuition & Misc Fees	\$ 5,702,983	\$ 5,716,983	\$ 5,481,671	95.9%
Federal Appropriations			-	-
State Appropriations	16,301,700	16,795,373	8,644,525	51.5%
Local Appropriations	3,025,046	3,025,046	937,145	31.0%
Gifts, Grants & Contracts	8,897,129	13,708,334	8,029,222	58.6%
Endowment/Land & Perm Inc	350,606	353,097	188,272	53.3%
Sales & Services	269,904	288,904	161,425	55.9%
Other	462,219	1,570,294	106,216	6.8%
Total Revenue	35,009,587	39,607,428	23,548,476	59.5%
BEGINNING BALANCE	21,078,749	23,227,223	23,227,223	100.00%
TOTAL AVAILABLE	56,088,336	62,834,651	46,775,699	74.4%
EXPENDITURES				
Instruction & General	27,734,783	32,604,789	14,042,939	43.1%
Student Social & Cultural	134,586	138,043	57,323	41.5%
Research	37,861	357,765	153,774	43.0%
Public Service	489,877	699,738	246,753	35.3%
Internal Services	1,059,176	1,059,165	418,384	39.5%
Student Aid	4,906,801	4,975,720	4,064,119	81.7%
Auxiliary Enterprises	317,418	320,481	177,462	55.4%
Intercollegiate Athletics	767,252	774,692	357,778	46.2%
Independent Operations (NMDA)	-	-	-	-
Total Expenditures	35,447,754	40,930,393	19,518,533	47.7%
NET TRANSFERS OUT / (IN)	480,000	480,000	121,097	25.2%
TOTAL EXPENDITURES & TRANSFERS	35,927,754	41,410,393	19,639,630	47.4%
ENDING FUND BALANCE	\$ 20,160,582	\$ 21,424,258	\$ 27,136,070	

Plant Funds	FY 2026 Original Budget	FY 2026 Adjusted Budget	FY 2026 Actuals as of December 31, 2025	Percentage Earned/Spent
REVENUES AND TRANSFERS				
Required Student Fees				
Bond Proceeds				
Gifts, Grants and Contracts	450,000	712,658	549,157	77.1%
Interest Income				
State Appropriation	\$ 19,811,920	\$ 22,061,380	\$ 3,212,092	14.6%
Debt Service Transfers				
Other		634,650	-	0.0%
Total Revenues and Transfers	20,261,920	23,408,688	3,761,249	16.1%
BEGINNING BALANCE	-	-	-	
TOTAL AVAILABLE	20,261,920	23,408,688	3,761,249	16.1%
EXPENDITURES				
Capital Projects	20,261,920	\$ 22,444,892	3,917,565	17.5%
Building Renewal	480,000	1,193,795	566,191	47.4%
Internal Service Renewal/Replacement				
Auxiliary Renewal/Replacement				
Debt Retirement				
Total Expenditures	20,741,920	23,638,687	4,483,756	19.0%
NET TRANSFERS OUT / (IN)	(480,000)	(480,000)	(121,097)	25.2%
TOTAL EXPENDITURES & TRANSFERS	20,261,920	23,158,687	4,362,659	18.8%
ENDING FUND BALANCE	\$ -	\$ 250,001	\$ (601,410)	-240.6%

Northern New Mexico College
Summary of Operating and Plant Funds (Branch)
(Unadjusted and Unaudited)
Fiscal Year 2026

Operating Funds	FY 2026 Original Budget	FY 2026 Adjusted Budget	FY 2026 Actuals as of December 31, 2025	Percentage Earned/Spent
REVENUES				
Tuition & Misc Fees	\$ 145,000	\$ 145,000	109,569	75.6%
Local Appropriations	3,025,046	3,025,046	937,145	31.0%
Gifts, Grants & Contracts	871,000	1,102,554	560,848	50.9%
Other	20,000	151,378	2,500	1.7%
Total Revenue	4,061,046	4,423,978	1,610,062	36.4%
BEGINNING BALANCE	6,049,946	6,049,946	6,049,946	0.00%
TOTAL AVAILABLE	10,110,992	10,473,924	7,660,008	73.1%
EXPENDITURES				
Instruction & General	3,324,784	4,028,972	1,697,428	42.1%
Student Social & Cultural	-	-	-	
Research	-	-	-	
Public Service	-	10,708	10,055	93.9%
Internal Services	137,013	131,378	4,813	3.7%
Student Aid	-	-	-	
Auxiliary Enterprises	-	-	-	
Intercollegiate Athletics	-	-	-	
Independent Operations (NMDA)	-	-	-	
Total Expenditures	3,461,797	4,171,058	1,712,296	41.1%
NET TRANSFERS OUT / (IN)	250,000	250,000	-	0.0%
TOTAL EXPENDITURES & TRANSFERS	3,711,797	4,421,058	1,712,296	38.7%
ENDING FUND BALANCE	\$ 6,399,195	\$ 6,052,866	\$ 5,947,712	

Plant Funds	FY 2026 Original Budget	FY 2026 Adjusted Budget	FY 2026 Actuals as of December 31, 2025	Percentage Earned/Spent
REVENUES AND TRANSFERS				
Required Student Fees				
Bond Proceeds				
Gifts, Grants and Contracts		692,332	549,157	79.3%
Interest Income				
State Appropriation	1,485,000	1,485,000	33,923	2.3%
Debt Service Transfers				
Other		250,000	-	0.0%
Total Revenues and Transfers	1,485,000	2,427,332	583,080	24.0%
BEGINNING BALANCE	-	-	-	
TOTAL AVAILABLE	1,485,000	2,427,332	583,080	24.0%
EXPENDITURES				
Capital Projects	1,485,000	1,485,000	583,080	39.3%
Building Renewal	250,000	250,000	12,500	5.0%
Internal Service Renewal/Replacement				
Auxiliary Renewal/Replacement				
Debt Retirement				
Total Expenditures	1,735,000	1,735,000	595,580	34.3%
NET TRANSFERS OUT / (IN)	(250,000)	(250,000)	-	0.0%
TOTAL EXPENDITURES & TRANSFERS	1,485,000	1,485,000	595,580	40.1%
ENDING FUND BALANCE	\$ -	\$ 942,332	(12,500)	-1.3%

Northern New Mexico College
Comparison of Operating and Plant Funds
(Unadjusted and Unaudited)
Fiscal Year's 2026 and 2025

Operating Funds	FY 2026 Actuals as of December 31, 2025	FY 2024 Actuals as of December 31, 2024	Percentage Increase (Decrease)
REVENUES			
Tuition & Misc Fees	\$ 5,481,671	\$ 2,816,598	94.6%
Federal Appropriations	-	-	
State Appropriations	8,644,525	8,048,632	7.4%
Local Appropriations	937,145	1,362,211	-31.2%
Gifts, Grants & Contracts	8,029,222	7,829,228	2.6%
Endowment/Land & Perm Inc	188,272	128,100	47.0%
Sales & Services	161,425	113,425	42.3%
Other	106,216	51,914	104.6%
Total Revenue	23,548,476	20,350,108	15.7%
BEGINNING BALANCE	23,227,223	16,932,234	37.2%
TOTAL AVAILABLE	46,775,699	37,282,342	25.5%
EXPENDITURES			
Instruction & General	14,042,939	12,848,964	9.3%
Student Social & Cultural	57,323	58,182	-1.5%
Research	153,774	147,569	4.2%
Public Service	246,753	192,000	28.5%
Internal Services	418,384	539,090	-22.4%
Student Aid	4,064,119	4,616,277	-12.0%
Auxiliary Enterprises	177,462	121,633	45.9%
Intercollegiate Athletics	357,778	555,410	-35.6%
Independent Operations (NMDA)	-	-	
Total Expenditures	19,518,533	19,079,125	2.3%
NET TRANSFERS OUT / (IN)	121,097	215,045	-43.7%
TOTAL EXPENDITURES & TRANSFERS	19,639,630	19,294,170	1.8%
ENDING FUND BALANCE	\$ 27,136,070	\$ 17,988,172	50.9%

Plant Funds	FY 2026 Actuals as of December 31, 2025	FY 2024 Actuals as of December 31, 2024	Percentage Increase (Decrease)
REVENUES AND TRANSFERS			
Required Student Fees	\$ -	\$ -	0.0%
Bond Proceeds	-	-	0.0%
Gifts, Grants and Contracts	-	-	0.0%
Interest Income	-	-	0.0%
State Appropriation	3,212,092	396,316	710.5%
Debt Service Transfers	-	-	0.0%
Other	-	-	0.0%
Total Revenues and Transfers	3,212,092	396,316	710.5%
BEGINNING BALANCE	-	-	
TOTAL AVAILABLE	3,212,092	396,316	710.5%
EXPENDITURES			
Capital Projects	3,917,565	474,546	725.5%
Building Renewal	566,191	229,617	146.6%
Internal Service Renewal/Replacement	-	-	0.0%
Auxiliary Renewal/Replacement	-	-	0.0%
Debt Retirement	-	-	0.0%
Total Expenditures	4,483,756	704,163	536.7%
NET TRANSFERS OUT / (IN)	(121,097)	(215,045)	-43.7%
TOTAL EXPENDITURES AND TRANSFERS	4,362,659	489,118	791.9%
ENDING FUND BALANCE	\$ (1,150,567)	\$ (92,802)	1139.8%

Some revenues are reported on a seasonal basis or by semester and therefore may affect the Increase/(Decrease) to Fund Balance

Northern New Mexico College

Statement of Cash Flows

(Unaudited and Unadjusted)

December 31, 2025

Cash Flows from Operating Activities	
Receipts from student tuition and fees	\$ 5,481,671
Receipts from grants and contracts	8,029,222
Other receipts	-
Payments to or on behalf of employees	(10,473,028)
Payment to suppliers for goods and services	(2,050,685)
Receipts from Sales and Services	161,425
Payments for scholarships	(2,186,663)
Other Operating Revenue	106,216
Net cash (used) by operating activities	<u>(931,842)</u>
Cash Flows from Non-Capital Financing Activities	
State Appropriations	11,856,617
Mill Levy Distributions	937,145
Gifts for other than Capital Purposes	-
Private Gifts for Endowment	-
Other Non-operating Expense	-
Net Cash provided (used) for non-capital financing activities	<u>12,793,762</u>
Cash Flows from Capital and Related Financing Activities	
Proceeds from Capital Debt	-
Capital Gifts, Grants and contracts	-
Purchase/Construction/Renovation of Capital Assets	(4,483,756)
Principal Received/Paid on Capital Debt and Leases	-
Interest and Fees Paid on Capital Debt and Leases	-
Building Fees Received from Students	-
Net Cash provided (used) for capital financing activities	<u>(4,483,756)</u>
Cash Flows from Investing Activities	
Investment Earnings	188,272
Net Cash provided by Investing Activities	<u>188,272</u>
Increase (Decrease) in Cash and Cash Equivalents	7,566,437
Cash and Cash Equivalents- beginning of year	21,078,749
Cash and Cash Equivalents- end of reporting period	<u>\$ 28,645,186</u>

*Chief Financial Officer***NORTHERN New Mexico College****MEMORANDUM**

TO: Board of Regents
Northern New Mexico College

FROM: Theresa Storey, Chief Financial Officer / Compliance Officer

THRU: Hector Balderas, President

DATE: February 24, 2026

RE: Certification of Disposition of Tangible Property

Issue:

The State Audit Act 12-6-12 NMSA 1978 and appertaining regulations (i.e. 2.2.2 NMAC) and also under 13-6-1 and 13-6-2 NMSA 1978 governs the disposition of items of tangible personal property. NNMC staff has identified such items for disposition (see attached listing).

NNMC staff has identified that the items are obsolete, worn and non-functioning. The majority of the items are not contained on the asset listings, except for some pieces of laboratory and computer equipment. Under the aforementioned state statues and administrative regulations there are several disposal methods to utilize based on the condition and value of the items. The purported disposal methods will be 1) offered to the State Agency for Surplus Property of the General Services Department as they have the first right of refusal under state statue, 2) the destruction of the items, which will be discarded at a local landfill under federal, state and county laws, regulations and /or ordinances, 3) donation to a private non-profit, and/or 4) solicitation of sealed bids at auction.

Recommendation:

Staff recommends approval of the items and methods of disposition.

NORTHERN NEW MEXICO COLLEGE

REQUEST FOR DELETION/DISPOSAL OF ASSETS & PROPERTY

NNMC POLICIES #7710 & #7720

Date: 2/16/2026 Department: Nursing Org/Fund _____

***Codes for Reasons for Deletion**

- A = Destroyed
- B = Discarded
- C = Disposed of by off-site employee
- D = Returned to agency
- E = Request Permission for Permanent Disposal
- F = Taken by former employee for grant-related work
- G = Theft (Provide Police Report if available)
- H = Unlocated after exhaustive search
- I = Returned to vendor/Trade-in
- J = Cannibalized
- K = Other (Must explain)

All items are E

*Deletion Code	Asset # if applicable	Description	Pallet #	In WASP	Net Book Value	Custodian	Capital	Grant #
B		Oxygen-tank holder						
B		(15) Oxygen-tanks						
B		(2) wood Boards						
B		(1) Blue / Purple chairs						
B		1 ped manikin blue outfit						
B		COMPUTER DESK						
B	10179	Manequin						
B	09250	lateral box x3						
B	12271/05144	IV Pole						
B	10571/12280	Diagram						
B	10492	Nerves Diagram						
B	08077	CPR CABINET						
B	0002087	file cabinet						
B		(7) massage tables/covers						
B		(3) Head Rest						
		Epson Projector						
		Kirlian Photograph						

PRINT NAME & TITLE of authorized signature: Jessica - temp lab assistant
mercer

Signature: Ellen Leathe

Business Office Use Only					
Approved:	<input checked="" type="checkbox"/>	<u>Clarence V. Lathgow</u>	Dissapproved:		
	Grant #	Grant Name	Disapproved	Notification Sent to Agency	Notification Rec From Agency
	N/A				
Notes:					
<u>All non-capital</u>					
Disposal Contingent on Business Office Approval					

NORTHERN NEW MEXICO COLLEGE

REQUEST FOR DELETION/DISPOSAL OF ASSETS & PROPERTY

NNMC POLICIES #7710 & #7720

Date: 2/6/2020 Department: Nursing Org/Fund _____

***Codes for Reasons for Deletion**

- | | |
|---|---|
| A = Destroyed | F = Taken by former employee for grant-related work |
| B = Discarded | G = Theft (Provide Police Report if available) |
| C = Disposed of by off-site employee | H = Unlocated after exhaustive search |
| D = Returned to agency | I = Returned to vendor/Trade-in |
| E = Request Permission for Permanent Disposal | J = Cannibalized |
| | K = Other (Must explain) |

All items are

*Deletion Code	Asset # if applicable	Description	Pallet #	In WASP	Net Book Value	Custodian	Capital	Grant #
B	52477	① Samsung Laptop Screen						
B	5108	Dell Computer Screen						
E A	101410	Dell hard drive						
D		Acer Screen						

PRINT NAME & TITLE of authorized signature: Jessica mercer lab assistant temp.
 Signature: 

Business Office Use Only

Approved: Clarence V. Lathgow Dissapoved: _____

Grant #	Grant Name	Disapproved	Notification Sent to Agency	Notification Rec From Agency
N/A				

Notes:
All non-capital

Disposal Contingent on Business Office Approval