The regular meeting of the Des Moines Area Community College Board of Directors was held on the Ankeny Campus in Building No. 2, Room 15, on September 14, 1981. The meeting was called to order by Board President Eldon Leonard at 5:30 p.m.

Members Present:
Georganne Garst
Theodore Nemmers
Murray Goodman
Jasper Risdal
Eldon Leonard
Herbert Ritland

Members Absent:
Donald Rowen
Raymond Clark

Others Present:
Joseph Borgen, Superintendent
Irv Steinberg, Board Secretary
Various other Des Moines Area Community College staff and interested residents.

It was moved by H. Ritland, seconded by W. Stover that the tentative agenda be approved as published. Motion passed.

It was moved by M. Goodman, seconded by W. Stover that the minutes of the regular board meeting of August 10, 1981 and special board meetings of August 6, 13, and 15th, 1981 be approved as presented. Motion passed.

A resolution was introduced by W. Stover, seconded by T. Nemmers, establishing November 9, 1981, 5:30 p.m., Building 2, Room 15, Ankeny Campus, as the date, time and place for a hearing on construction of Phase III A, Part 13, Greenhouse Addition to Building No. 4.

The resolution was unanimously adopted on a roll call vote. A copy of the resolution is attached (Attachment #1) hereto and made a part of these minutes.

A resolution was introduced by T. Nemmers, seconded by W. Stover, establishing November 4, 1981, 2 p.m., Building No. 2, Room 15, Ankeny Campus, as the date, time and place for receipt of bids for construction of Phase III A, Part 13, Greenhouse Addition to Building No. 4.

The resolution was unanimously adopted on a roll call vote. A copy of the resolution (Attachment #2) hereto and made a part of these minutes.
SELECTION OF REALTOR TO HANDLE SALE OF STUDENT CONSTRUCTED HOUSES IN ANKENY

It was moved by G. Garst, seconded by M. Goodman, that the firm of Lundstrom Realty, Inc., located at 104 E. 1st Street, Ankeny, Iowa, be designated as the Des Moines Area Community College realtor agent to handle the sale of student constructed houses in Ankeny for the period September 1, 1981 through February 28, 1982 at a commission flat rate of $4,000 per house.

Motion passed.

STUDENT CONSTRUCTED HOUSE AT 1106 SE RIO ANKENY LISTED FOR SALE

It was moved by W. Stover, seconded by G. Garst that the student constructed house located at 1106 SE Rio, Ankeny, Iowa be listed for sale at a price of $86,500, which includes allowances of $3,000 for floor covering, $500 for stove, and $1,500 for landscaping.

Motion passed.

SALE OF STUDENT CONSTRUCTED HOUSE LOCATED AT 1106 SE RIO, ANKENY

It was moved by M. Goodman, seconded by G. Garst, that the student constructed house located at 1106 SE Rio, Ankeny, Iowa be sold to John and Sue Ann Rice for $81,500, excluding any allowances.

The motion was passed unanimously. A copy of the sales contract is attached (Attachment #3) hereto and made a part of these minutes.

APPROVAL OF AGREEMENT FOR VOC REHAB SERVICES

It was moved by M. Goodman, seconded by G. Garst, that approval be given to a Statement of Understanding between Des Moines Area Community College and the Rehabilitation Education and Services Branch of the State Department of Public Instruction for the period July 1, 1981 through June 30, 1982 whereby an array of vocational rehabilitation services are provided to disabled students, and provides for Des Moines Area Community College to allocate interviewing and office quarters to vocational rehabilitation staff. Motion passed with Board President and Secretary authorized to sign said Agreement.

A copy of this agreement is attached (Attachment #4) hereto and made a part of these minutes.

REDESIGNATION OF PAY DATES FOR DEC., 81 and MAY 82.

It was moved by T. Nemmers, seconded by W. Stover, that the monthly college payroll date for December, 1981 be December 18th and for May, 1982 be May 28th, to permit staff to be paid prior to holiday breaks at the end of a month.

Motion passed.

APPOINTMENT OF ADVISORY COMMITTEE MEMBERS

A motion was made by H. Ritland, seconded by T. Nemmers, that Advisory Committee Members for vocational and career option programs be appointed as shown on listing attached (Attachment #5) hereto, and which is made a part of these minutes, commencing with fall quarter, 1981.

Motion passed.
APPROVAL OF PERSONNEL REPORT

It was moved by W. Stover, seconded by T. Nemmers that the Personnel Report be approved for all items listed, to include Contract Changes, SDU Lane Changes, Extension of Contracts, Resignations and New Personnel. A copy of this report is attached (Attachment #6) hereto and made a part of these minutes.

Motion passed.

ACCEPTANCE OF PROJECT/PHASE IIIA, PART 12, PARKING LOT A

It was moved by W. Stover, seconded by T. Nemmers, that the construction project identified as Phase IIIA, Part 12, Parking Lot A, be accepted as completed, as recommended by Certificate received from Construction Engineer firm of Veenstra and Kimm, Inc., a copy of which is attached (Attachment #7) hereto and made a part of these minutes, and that final payment of $9,042.82 to contractor be authorized 30 days following the date of this Board meeting.

Motion passed.

FINANCIAL REPORT

The monthly financial report was presented by Eugene Snyders Vice President Business Management. Copies of this report is attached (Attachment #8) hereto and made a part of these minutes.

APPROVAL OF PAYABLES

It was moved by G. Garst, seconded by J. Risdal that the Accounts Payables as presented be approved. A copy of the list of payables is attached (Attachment #9) hereto and made a part of these minutes.

Motion passed.

RECESS

Board President Eldon Leonard declared a recess for a dinner break, and the meeting was recessed at 6:30 p.m.

RECOVENE

The Board reconvened into Regular session at the same location at which it had previously met. Board members present before the recess were again present except for Walter A. Stover, Jr. Ray Clark who was absent prior to recess, was also present at this time.

CLOSED SESSION REQUEST

It was moved by T. Nemmers, seconded by G. Garst, that the Board hold a closed session as provided in Section 28A.5(1) (1) of the Open Meetings law to evaluate the professional competency of an individual whose discharge is being considered to prevent needless and irreparable injury to that individual's reputation, as that individual has requested a closed session.

Motion passed unanimously on a roll call vote, with closed session beginning at 7:10 p.m.

Director T. Nemmers served as Secretary of the closed session. Board President Eldon Leonard has custody of the detailed minutes and audio tape recording of the session.
The Board returned to Open Session at 9:10 p.m.

It was moved by J. Risdal, seconded by H. Ritland that Kenneth M. Smith be terminated, effective this date.

Motion passed on a roll call vote, with G. Garst voting no.

It was moved by J. Risdal, seconded by R. Clark that retroactive pay be given to Kenneth M. Smith for the period July 1, 1981 thru September 14, 1981.

Motion passed on a roll call vote, with H. Ritland voting no.

It was moved by T. Nemmers, seconded by R. Clark that the meeting be adjourned.

Motion passed and the meeting adjourned at 9:20 p.m.

Eldon Leonard, President

Irv Steinberg, Secretary
RESOLUTION ADOPTING PLANS AND SPECIFICATIONS AND FORM OF CONTRACT
FOR PHASE III A, PART 13, GREENHOUSE ADDITION TO BUILDING 4

RESOLVED, that proposed plans, specifications, and form of contract
for the construction of Phase III A, Part 13, Greenhouse Addition to
Building 4, are hereby adopted and placed on file in the office of
the Secretary of the Board of Directors. Before any contract incor-
porating said plans and specifications can be issued, it is necessary
to hold a public hearing thereon.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE
DES MOINES AREA COMMUNITY COLLEGE that at a meeting of the Board
to be held at 5:30 p.m., on the 9th Day of November, 1981, at
Building No. 2, Room 15, Ankeny Campus, 2006 S. Ankeny Blvd., Ankeny,
Iowa, this Board will hold a Public Hearing on the matter of the
adoption of plans and specifications, form of contract, and estimated
costs now on file in the office of the Secretary of the Board of
Directors.

BE IT FURTHER RESOLVED that the Secretary of the Board of Directors
give notice of said public hearing as required by law.

PASSED AND APPROVED THIS 14TH DAY OF SEPTEMBER, 1981.

President, Board of Directors

ATTEST:

Secretary, Board of Directors
RESOLUTION FIXING DATE FOR RECEIPT OF BIDS FOR PHASE III A, PART 13, GREENHOUSE ADDITION TO BUILDING 4

RESOLVED, that sealed proposals for the construction of Phase III A, Part 13, Greenhouse Addition to Building 4, will be received at Building No. 2, Room 15, Ankeny Campus, 2006 S. Ankeny Blvd., Ankeny, Iowa, until 2:00 p.m., Central Standard Time, November 4, 1981, at which time and place said bids will be publicly opened and read aloud.

BE IT FURTHER RESOLVED that the Secretary of the Board of Directors give notice of said letting as required by law.

PASSED AND APPROVED THIS 14TH DAY OF SEPTEMBER, 1981.

Elden Leonard
President, Board of Directors

ATTEST:

Drew Steinberg
Secretary, Board of Directors
OFFER TO BUY AND ACCEPTANCE

TO: The Des Moines Area Community College

THE UNDERSIGNED (herein designated as Buyers), hereby offer to buy the real property situated in Polk County, Iowa, located at and briefly described as 1106 S. S. Rio, and legally described as:

___ACRES

AS FOLLOWS:

$1,000,000

with this offer to be held in trust by Century 21 Lew Clarkson, seller's agent (hereinafter referred to as Broker) pending delivery of final papers and the balance upon delivery of warranty deed or upon execution of a real estate contract as hereinafter provided. Select (A) or (B) or (C) below:

(A) NEW MORTGAGE: This contract is contingent upon the buyers obtaining a commitment for a new $200,000 mortgage no later than October 5, 1981. All usual costs incurred in securing such mortgage shall be paid by the Buyers.

(B) INSTALLMENT CONTRACT: If the Buyers agree to pay the loan placement fee, if required, not to exceed 0.4% of the mortgage obtained by Buyers. The balance of the purchase price less the proceeds of such mortgage shall be paid by the Buyers in cash.

(C) ASSUMPTION OF MORTGAGE OR CONTRACT: The Buyers shall pay a portion of the purchase price by assuming and paying, ____________________, with interest, a mortgage in the amount of ____________________, which mortgage is currently on this property with a balance of ____________________, with interest ____________________, per month (principal and interest), interest to be adjusted to the date of possession. All terms of the mortgage is necessary for such assumption this contract is subject to such condition and the Buyers agree to pay any required loan assumption fee and execute necessary assumption documents. The balance of the purchase price shall be paid by the Buyers in cash.

INSTALMENT CONTRACT: Buyers shall make an additional payment of ____________________, at settlement, and for the balance of the purchase price Buyers and Sellers will execute an installment contract in forms commonly used and accepted in Iowa in which Buyers agree to pay ____________________, or more, at the rate of ____________________, or more, including interest plus 1/12 of the annual taxes and insurance until the entire purchase price together with interest at the rate of ____________________, or more, until the amount due is reduced to the amount of the mortgage now or hereafter to be placed on the property, at which time the sellers shall deliver to Buyers a Warranty Deed. Monthly payments are to begin ____________________, and adjustment of taxes and insurance will be made on or about ____________________, or more, if this offer is not accepted by the Sellers on or before September 30th, 1981, it shall become null and void and the initial payment shall be repaid to the Buyers without liability on the part of Broker to either party.

OTHER PLAN: Buyer will purchase stove and carpeting on their own without the college. Buyer will do their own landscaping but requests that the lot be sodded.

This agreement is also subject to the following conditions:

1. TAXES, SPECIAL ASSESSMENTS AND CHARGES. All real estate taxes on the property shall be prorated between the Buyer and Seller as of the date of possession. Such proration shall be based on the last known taxes payable, PROMISED HOWEVER, if such taxes are not based on a full assessment of the improvements upon the property as of the possession date, then the proration shall be based upon the assessed valuation as shown on the Assessor's records and the millage rate in effect as of such possession date.

2. POSSESSION AND SETTLEMENT. Possession to be given on or about ____________________, 1981, and adjustment of interest and rents to be made of the Buyer of like date. Settlement shall be made upon approval of title but not later than date of possession.

3. INSURANCE. Seller agree to maintain the existing insurance on this property in force and to have such policies endorsed to protect the interest of the Buyer until the date of possession. If Buyer does not consider the existing insurance adequate he may procure additional insurance at his own expense to protect his interest.

4. FIXTURES. All fixtures that integrally belong to or are a part of the real estate whether attached or detached, such as wall to wall carpeting, light fixtures, shutters, shades, rods, blinds, venetian blinds, awnings, storm windows, storm doors, screens, television aerial, water softeners (except rentals), air conditioning equipment other than window type, door chimes, built in electrical equipment is in reasonable working condition. The Broker makes no representations or warranties as to the physical mechanical condition of the property.

5. CONDITION OF PROPERTY. The real estate (and any personal property contracted for) at the time of possession is given. Sellers warrant all mechanical and electrical equipment in reasonable working condition. The Broker makes no representations or warranties as to the physical mechanical condition of the property, real or personal.

6. TERMITES. Buyers at their option and expense may have this property inspected for termites within seven (7) days of the acceptance of this offer or receipt of a loan commitment (if this agreement is contingent upon a loan commitment). If as a result of such inspection active termite infestation of the structure is discovered by the Buyers they may void this contract by written notice to the Sellers within three (3) days after inspection. Buyers shall pay ____________________, the amount of all termite treatment by the Sellers to correct such condition.

7. ADDITIONAL PROVISIONS. This offer is made subject to the additional terms and provisions of Paragraphs 11 through 18 inclusive, printed on the reverse side hereof, without requirement of additional signatures.

8. ACCEPTANCE. When accepted this offer shall become a binding contract for the sale and purchase of the above described premises, and the Sellers shall pay the Broker ____________________, commission on real estate and ____________________, commission on business enterprises and inventories, payable in Des Moines, Iowa. Minimum commission shall be ____________________, or more.

9. REPRESENTATIONS. It is understood that no representations made by the Broker or salesperson in the negotiation of this sale are being relied upon unless incorporated herein in writing and this property has not be offered or shown to Buyers by another person or agency.

10. TIME. In the performance of each part of this agreement, time shall be of the essence.

SELLER'S SIGNATURE

I hereby accept this offer this day of ____________________, 19__, and agree to pay Century 21 Lew Clarkson the commission for the sale of said premises in the amount of ____________________, of the sales price.

Buyer.

------

BUYER'S SIGNATURE

Seller.

Present Mortgage

Address and Phone.

---6000 Douglas Ave., Des Moines, Iowa 50322 (515) 276-4593---

THIS IS A LEGALLY BINDING CONTRACT. IF NOT UNDERSTOOD SEEK LEGAL ADVICE.

See reverse side for further conditions and provisions.
11. ABSTRACT AND TITLE. Sellers shall promptly continue and pay for the abstract of title to and including date of acceptance of this offer, and deliver to Buyers for examination. The abstract shall become the property of the Buyers when the purchase price is paid in full, and shall show merchantable title in conformity with this agreement, land title law of the State of Iowa and Iowa Title Standards of the Iowa State Bar Association. Sellers shall pay costs of additional abstracting and/or title work due to act or omission of Sellers.

12. DEED. Upon payment of purchase price, Sellers shall convey title by ............ warranty deed, free and clear of liens and encumbrances, reservations, exceptions or modifications except as in this instrument otherwise expressly provided. All warranties shall extend to time of acceptance of this offer, with special warranties as to acts of Seller up to time of delivery of deed.

13. FOR THE SELLERS: JOINT TENANCY IN PROCEEDS AND IN SECURITY RIGHTS IN REAL ESTATE. If, and only if, the Sellers, immediately preceding this offer, hold the title to the above described property in joint tenancy, and such joint tenancy is not later destroyed by operation of law or by acts of the Sellers (1) then the proceeds of this sale, and any continuing and/or recaptured rights of Sellers in real estate shall be and continue in Sellers as joint tenants with rights of survivorship and not as tenants in common; and (2) Buyers in the event of the death of either Seller agree to pay any balance of the proceeds of this sale to the surviving Seller and to accept deed from such surviving Seller.

14. REMEDIES OF THE PARTIES—FORFEITURE—FORECLOSURE—REAL ESTATE COMMISSIONS.

a. If the seller fails to fulfill this agreement he will pay to the Broker the regular commission in full, and the Buyers shall have the right to have all payments returned or to proceed by any action or actions at law or in equity, and the Sellers agree to pay costs and attorney fees, and a receiver may be appointed.

b. If the Buyers fail to fulfill this Agreement, the Sellers may forfeit the same as provided in the Code of Iowa, and all payments made herein shall be forfeited and to the extent of the commission it shall first be paid to the Broker in full discharge of Seller's obligation for commission to the Broker and the balance, if any, shall be paid to and become the property of the Seller.

c. In addition to the foregoing remedies, Buyers and Sellers each shall be entitled to any and all other remedies, or action at law or in equity, including foreclosure, and the party at fault shall pay costs and attorney fees, and a receiver may be appointed.

15. APPROVAL OF COURT. If this property is an asset of any estate, trust or guardianship, this contract shall be subject to Court approval, unless declared unnecessary by the Buyers' attorney. If necessary, the appropriate fiduciary shall proceed promptly and diligently to bring the matter on for hearing for Court approval. (In that event the Court Officer's Deed shall be used).

16. All funds deposited hereunder as part payment as hereinabove set forth shall be held by Broker in trust pending acceptance of this offer, and examination of the abstract and delivery of deed or formal contract. Buyer authorizes the company financing his purchase to pay all funds to Broker as agent for the Seller and Seller authorizes such agent to accept same. It is agreed that at time of settlement, funds of the purchase price may be used to pay taxes and other liens to comply with the above requirements, same to be handled under supervision of the Broker and subject to approval of Buyers' attorney on title questions involved, and needed to produce merchantable title.

17. CONTRACT BINDING ON SUCCESSORS IN INTEREST. This contract shall apply to and bind the successors in interest of the respective parties.

18. Words and phrases herein, including any acknowledgment hereof, shall be construed as in the singular or plural number, and as masculine, feminine or neuter gender, according to the context.

19. OTHER PROVISIONS.
STATEMENT OF UNDERSTANDING

AGREEMENT:
This constitutes an agreement between the Area __________ located at _______________ , Iowa; and the Rehabilitation Education and Services Branch of the State Department of Public Instruction, Des Moines.

This agreement covers the period of July 1, 1981, through June 30, 1982. It may be amended at any time during this period by mutual consent of the parties involved. In the event that either party desires to make substantial revisions or to cancel this agreement for the following year, it is agreed that notice of such intent will be given to the other party prior to April 1, 1982.

PURPOSE:
This agreement is to encourage mutual efforts to provide a comprehensive array of vocational rehabilitation services to disabled students in Iowa's schools. Also, it should clearly establish a linkage to such services for students as they leave the school program. It is intended that all such services should augment rather than supplant educational programs and services available to disabled students through the schools.

GENERAL PROVISIONS:
1. Access to Staff and Students -- It is expected that all school and RESB staff working on occupationally-related evaluation, adjustment, or skill development of disabled students within the school will have access to one another and to disabled students. Such access is vital to a useful exchange of information, referral of students for services, joint program planning, and effective counseling.

2. Confidentiality -- Privileged information will be used by all staff solely for the purpose of establishing an individual's eligibility for services, determining rehabilitation needs, developing Individual Written Rehabilitation Program (IWRP), developing Individual Educational Programs (IEP), monitoring an individual's progress, placement into suitable training or employment, or for research.

3. Suitability of Staff -- Staff employed and assigned to this cooperative program will be continued in such work setting and assignments only so long as they conduct themselves and perform their duties in a manner acceptable to the Area Superintendent or Administrator and to the Department of Public Instruction.

Staff employed by the vocational rehabilitation agency and serving the school will be acceptable to the Area Administrator (or Area School Superintendent) and shall comply with all rules, policies, and schedules required of them by the school within the limits of applicable collective bargaining agreements. Such staff will attend pertinent meetings for in-service training or professional development as designated by officials of either
the school or the rehabilitation agency. Such meetings designated by either party are estimated not to exceed a total of 20 working days per year.

4. Records and Reports -- Both the school and the RESB will continue to maintain reports required by applicable federal and state laws and regulations. Any other program information or statistical data relating to vocational rehabilitation will not be released to professional publications, the press, etc., without the review and consent of the other party. All audio-visual materials explaining vocational rehabilitation developed for presentation to lay or professional groups will also be with the knowledge and consent of both parties. Evaluation of the joint efforts will be done at least annually with the participation of both parties. Periodic reports from the RESB data collection system will be provided as they are available.

5. Civil Rights -- Both parties to the agreement will continue to be in compliance with the Civil Rights Act of 1964.

VOCATIONAL REHABILITATION RESPONSIBILITIES:

1. Qualified Staff -- The personnel of the Rehabilitation Education and Services Branch, as employees of the State Department of Public Instruction, will meet the educational and other requirements as set forth in the STATE PLAN FOR THE ADMINISTRATION OF VOCATIONAL REHABILITATION IN IOWA. Such personnel will work within the Area as an integral part of the school educational team to bring to the rehabilitation resources of the area the special vocational rehabilitation skills and services necessary to successfully train and otherwise prepare eligible handicapped persons for suitable employment. Only handicapped individuals determined to be eligible for vocational rehabilitation services will be included in this cooperative program.

2. Staff Support -- The Rehabilitation Education and Services Branch will also make available to each vocational rehabilitation counselor, supplies and travel funds within the provisions of state statutes to carry out his professional responsibilities in cooperation with the school program.

The Branch will also provide each vocational rehabilitation professional and clerical staff member with essential office equipment only in the event such equipment cannot conveniently be provided by the area or school.

Toll charges in connection with long-distance telephone calls authorized by the vocational rehabilitation counselor to carry out his functions will be paid by the vocational rehabilitation agency (when WATS line facilities are not locally available).

3. Rehabilitation Services -- Within the limits of current funding, all services covered by the STATE PLAN FOR THE ADMINISTRATION OF VOCATIONAL REHABILITATION IN IOWA will be made available to eligible handicapped students through individual plans developed by the vocational rehabilitation counselor in cooperation with appropriate school and other resources. Such services, which may need to precede or be provided simultaneously with (or subsequent to) regular educational and vocational training, will vary according to individual circumstances but might include: (a) medical, psychiatric and other diagnostic studies; (b) treatment to reduce or limit the handicapping condition; (c) artificial appliances, wheelchairs, glasses and other special aids to
facilitate training or employment; (d) maintenance (board, room, etc.), transportation, supplies, and equipment while undergoing training and placement; (e) on-the-job training costs; (f) appropriate cooperative employment guidance and job placement assistance; and (g) appropriate post-employment services.

RESPONSIBILITIES OF THE SCHOOL:

1. Office Space -- In order to facilitate close coordination of counseling, planning, and student service activities, the educational facility will provide, whenever possible, the vocational rehabilitation staff with adequate interviewing and office quarters equipped with a telephone.

2. Education and Related Services -- Students who become applicants or clients of the Rehabilitation Education and Services Branch will continue to be eligible for all other evaluation, training, or ancillary services provided by the school for which they might otherwise be eligible.

3. Examinations and Reports -- It is expected that the school will secure and share all audiological, visual, social work, academic, psychological, or other examinations which are necessary in order to develop suitable Individual Educational Programs (IEP), or Individual Written Rehabilitation Programs (IWRP).

4. Case Finding -- In the interest of providing occupationally-related services needed by its students, the school, in coordination with RESB staff, will assume responsibility for screening and identifying potential clients for referral to RESB. They will also help interpret the purposes of RESB to students, parents, faculty, and administrators.

FOR THE SCHOOL SYSTEM:

(Signature of Board President) (Date)

(Signature of Board Secretary) (Date)

FOR THE IOWA STATE DEPARTMENT OF PUBLIC INSTRUCTION:

(Signature of State Superintendent) (Date)
Leonard Bengston  
Vice President - Student Life  
DMACC  
2006 S.W. Ankeny Blvd.  
Ankeny, Iowa 50021

Dear Leonard:

It is time again to renew our Statement of Understanding between our two facilities.

Attached are two copies of the "Statement of Understanding" for your review and for the signatures of the board president and secretary.

If there are any parts of this agreement that you would like to discuss please give a call and I will stop by to talk about it. As usual, I have a time limit for returning them to our administration and would like to have the signed copies back by September 22, 1981.

Thank you for your cooperation in this matter.

Sincerely,

REHABILITATION EDUCATION AND SERVICES BRANCH

Larry Tekoste  
Supervisor

LRT/mj  
Enc.

Content is consistent with past agreements.
DES MOINES AREA COMMUNITY COLLEGE

ARTS & SCIENCES DIVISION

ADVISORY COMMITTEES

FALL 1981
DES MOINES AREA COMMUNITY COLLEGE  
ARTS & SCIENCES DIVISION  
Labor Studies Advisory Committee  
FALL 1981

Mr. Phil Langerman  
Dean Continuing Education  
Drake University  
2700 University  
Des Moines, IA 50311  
Phone: 271-2181  
Term: 1-Year

Mr. Miles Brown  
President  
Des Moines Education Assn.  
3116 Ingersoll  
Des Moines, IA 50312  
Phone: 277-6271  
Term: 1-Year

Mr. Gary Perkins  
Labor Staff Representative  
Greater United Way  
700 6th Ave.  
Des Moines, IA 50309  
Phone: 282-5200  
Term: 1-Year

Mr. Roger Millang  
Labor Representative  
Greater United Way  
700 - 6th Avenue  
Des Moines, IA 50309  
Phone: 282-5200  
Term: 2-Year

Mr. John Riddle  
402 Pleasant St.  
Colfax, IA 50054  
Phone: 674-3241  
Term: 1-Year

Mr. Jim Blanchard  
Secretary/Treasurer  
Business Agent Local 394  
P. O. Box 6040  
Des Moines, IA 50309  
Phone: 262-9791  
Term: 2-Year

Mr. Robert C. Erickson  
Business Manager  
IBEW #347  
850 18th St.  
Des Moines, IA 50314  
Phone: 243-1924  
Term: 1-Year

Mr. Clewis Walden  
Impasse Specialist  
Iowa State Education Assn.  
4025 Tonawanda Drive  
Des Moines, IA 50312  
Phone: 279-9711  
Term: 2-Year

Ms. Judy Fitzgibbon  
Labor Staff Representative  
Greater United Way  
700 6th Ave.  
Des Moines, IA 50309  
Phone: 282-5200  
Term: 1-Year

Ms. Lynn Feekin  
Labor Center-Univ. of Iowa  
25 Phillips Hall  
Iowa City, IA 52242  
Phone: 319-353-5355  
Term: 2-Year
<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Address</th>
<th>Phone</th>
<th>Term</th>
</tr>
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<tbody>
<tr>
<td>Mr. Charles Gifford</td>
<td>President</td>
<td>State C.A.P. UAW #201</td>
<td>265-9877</td>
<td>2-Year</td>
</tr>
<tr>
<td>Mr. Bill Powell</td>
<td>Business Manager</td>
<td>International Pressman</td>
<td>265-1190</td>
<td>3-Year</td>
</tr>
<tr>
<td>Mr. Max Tipton</td>
<td>International Rep.</td>
<td>U.A.W. 2525 E. Euclid, #210</td>
<td>265-9877</td>
<td>2-Year</td>
</tr>
<tr>
<td>Mr. Perry Chapin</td>
<td>President</td>
<td>South Central Ia. Fed. of Labor</td>
<td>265-1826</td>
<td>3-Year</td>
</tr>
<tr>
<td>Mr. Charles McKenna</td>
<td>International Representative</td>
<td>United Auto Workers #210</td>
<td>265-9877</td>
<td>3-Year</td>
</tr>
<tr>
<td>Mr. Mark Smith</td>
<td>Secretary/Treasurer</td>
<td>Iowa Federation of Labor</td>
<td>262-9571</td>
<td>3-Year</td>
</tr>
<tr>
<td>Mr. Harold Belken</td>
<td>Des Moines Musicians 75</td>
<td>416 East Gray</td>
<td>282-0871</td>
<td>3-Year</td>
</tr>
<tr>
<td>Mr. Frank Steinbach</td>
<td>President</td>
<td>U.A.W. - 450 4598 - 6th Avenue</td>
<td>283-1784</td>
<td>3-Year</td>
</tr>
</tbody>
</table>
Mr. David Morse  
Attorney General's Office  
Hoover State Office Bldg.  
Des Moines, IA 50319  
Phone: 281-5164  
Term: 1-Year

Ms. Mary Weibel  
Industrial Commissioner's Office  
Workers Compensation Service  
507 - 10th Street  
Des Moines, IA 50309  
Phone: 281-3964  
Term: 1-Year

Ms. Sandra Winters  
Union Story Bank  
405 Main  
Ames, IA 50010  
Phone: 232-8200  
Term: 1-Year

Mr. W. K. Doran  
Attorney at Law  
Doran, Doran, Courter & Quinn  
Security Bank Bldg.  
809 - 8th Street  
Boone, IA 50036  
Phone: 432-1355  
Term: 1-Year

Mr. Charles Crook, III  
Attorney at Law  
Beving, Swanson & Forrest  
626 E. Locust  
Des Moines, IA 50309  
Phone: 288-6572  
Term: 1-Year

Mr. Leslie Babich  
Attorney at Law  
Allen, Babich & Bennett  
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Phone:  
Term: 1-Year

Ms. Debra Freel  
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Term: 1-Year

Ms. Sherry LeVine  
P. O. Box 6596  
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Phone: 274-0428  
Term: 2-Year

Mr. Marvin E. Duckworth  
Attorney at Law  
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Term: 2-Year

Mr. James Twedt  
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Term: 2-Year
Mr. Rex V. Roupe  
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Phone:  
Term: 3-Year

Ms. Susan Onnen  
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Term: 3-Year

Mr. Stephen Hardy  
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Term: 3-Year
Mrs. Shirley Crawford  
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Mrs. Karen Anderson  
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Ms. Jeannie Sheldon  
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Term: 1-Year

Mr. Frank Hildreth  
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Term: 3-Year

Mrs. Judy Cort  
5900 - 27th Avenue, NE  
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Term: 2-Year

Ms. Helen Coe  
Supervisor, Language Arts  
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Term: 3-Year

Mrs. Sally Drake  
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Mr. Pherrin C. Dowell  
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Dr. Joe Millard  
Heartland Education Agency  
1932 SW 3rd St.  
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Term: 2-Year
Mr. Jim Simmons  
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Term:   1-Year

Mr. Richard Oggero  
Weitz Company  
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Term:   1-Year

Mr. Lee Williams  
Fire Chief  
Des Moines Fire Dept.  
9th & Mulberry  
Des Moines, IA  50309  
Phone:  283-4197  
Term:   2-Year

Mr. Douglas Smith  
Associate Dean  
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Mr. Reginald Gass  
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Mr. Roger Sweet  
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Mr. Doug Reynolds  
Instructional Services  
Dept. of Public Instruction  
Grimes State Office Bldg.  
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Mr. Reynold Hentges  
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Mr. Kenneth Danley  
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Mr. Jim Hurd  
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Aetna Life & Casualty  
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Term: 3-Year
Ms. Dee Hummel  
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Ms. Alvera Stern  
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Term: 2-Year

Ms. Bert Daugherty  
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Phone: 225-1033  
Term: 1-Year

Ms. Geneva Hawk  
Management & Planning  
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Term: 3-Year

Mr. Barnett Devine  
Alcohol Treatment Program  
Veterans Administration Hospital  
30th & Euclid  
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Phone: 255-2173  
Term: 2-Year

Dr. Stan Haugland, Director  
Alcoholism Treatment Program  
Iowa Methodist Hospital  
1200 Pleasant  
Des Moines, IA 50308  
Phone: 283-6731  
Term: 3-Year

Mr. Max Schott  
Personnel Officer  
Woodward State Hospital-School  
Woodward, IA 50276  
Phone: 438-2600  
Term: 2-Year

Ms. Karen Salter  
843 - 40th Place  
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Term: 3-Year

Mr. Mark Haverland  
7384 NW 16th  
Ankeny, IA 50021  
Phone: 289-2171  
Term: 2-Year

Ms. Jeanette Spencer  
711 - 26th Street  
Des Moines, IA 50312  
Phone: 279-3344  
Term: 3-Year
Ms. Evelyn Morris
Training Coordinator-Powell III
Iowa Methodist Medical Center
1200 Pleasant
Des Moines, IA  50308
Phone:  283-6255
Term:  3-Year
DES MOINES AREA COMMUNITY COLLEGE  
ARTS & SCIENCES DIVISION  
Recreational Leadership Advisory Committee  
FALL 1981

Dr. Mike Teaque  
Acting Head  
Recreational Education Dept.  
University of Iowa  
Iowa City, IA 52240  
Phone:  
Term:  1-Year

Dr. Dan McClean, Professor  
Dept. of Leisure Services  
Iowa State University  
Ames, IA 50010  
Phone:  
Term:  3-Year

Mr. Malcolm Chamberlain  
Director of Activities Therapy  
Woodward State Hospital  
Woodward, IA 50276  
Phone:  
Term:  1-Year

Ms. Carol Benson  
Recreational Therapist  
Dept. of Public Health  
Des Moines, IA 50309  
Phone:  
Term:  3-Year

Mr. Glen Thompson  
Recreation Extension Sp.  
Iowa State University  
Ames, IA 50010  
Phone:  
Term:  2-Year

Dr. Virginia Frye  
Head of Leisure Services  
Physical Education Dept.  
Iowa State University  
Ames, IA 50010  
Phone:  
Term:  3-Year

Mr. Gary Burkett  
Activities Director  
Work Activity Center  
Boone, IA 50036  
Phone:  
Term:  3-Year

Ms. Angie Anderson  
Recreation Director  
Younker's Rehabilitation Center  
Iowa Methodist Hospital  
Des Moines, IA 50308  
Phone:  
Term:  3-Year

Ms. Marylin McGinty  
RR #1  
Rockwell City, IA 50579  
Phone:  
Term:  3-Year
DES MOINES AREA COMMUNITY COLLEGE

CAREER EDUCATION DIVISION

ADVISORY COMMITTEES

FALL 1981
<table>
<thead>
<tr>
<th>Name</th>
<th>Company/Department</th>
<th>Address</th>
<th>Business Phone</th>
<th>Home Phone</th>
<th>Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mr. Alvin L. Johnson</td>
<td>Johnson Sales &amp; Service</td>
<td>Box 217, Zearing, Iowa 50278</td>
<td>487-3931</td>
<td></td>
<td>1-year</td>
</tr>
<tr>
<td>Mr. Stephen R. Bruns</td>
<td>Ryerson Implement Co.</td>
<td>1316 6th Street, Nevada, IA 50201</td>
<td></td>
<td></td>
<td>2-year</td>
</tr>
<tr>
<td>Mr. Tom Hatch</td>
<td>Case Tractor Co.</td>
<td>609 35th St. S.E., Cedar Rapids, IA 52403</td>
<td></td>
<td></td>
<td>1-year</td>
</tr>
<tr>
<td>Mr. Charles Brehse</td>
<td>New Holland Equipment</td>
<td>1030 Market St., Carlisle, IA 50047</td>
<td>984-4104</td>
<td></td>
<td>2-year</td>
</tr>
<tr>
<td>Mr. Orville O'Hara</td>
<td>Area Service Manager</td>
<td>Bondurant, Iowa 50035</td>
<td></td>
<td></td>
<td>1-year</td>
</tr>
<tr>
<td>Mr. Melvin Stukenberg</td>
<td>Iowa Farm Equipment Ass'n Magazine</td>
<td>Des Moines, IA 50312</td>
<td>282-8384</td>
<td></td>
<td>2-year</td>
</tr>
<tr>
<td>Mr. Donald Manson</td>
<td>Training Manager</td>
<td>1901 Bell Ave., Des Moines, IA 50312</td>
<td>247-2820</td>
<td></td>
<td>3-year</td>
</tr>
<tr>
<td>Mr. Keith Wilson</td>
<td>Ewing Implement</td>
<td>2901 S. E. Delaware, Ankeny, IA 50021</td>
<td>964-0611</td>
<td></td>
<td>3-year</td>
</tr>
<tr>
<td>Mr. Joe Busch</td>
<td>Brooks Equipment Co.</td>
<td>Hwy 30 W. &amp; Montana Ave, Boone, IA 50036</td>
<td>432-2815</td>
<td></td>
<td>2-year</td>
</tr>
<tr>
<td>Mr. Jerry L. Johnson</td>
<td>Johnson Sales &amp; Service</td>
<td>Box 217, Zearing, IA 50278</td>
<td>487-3931</td>
<td></td>
<td>3-year</td>
</tr>
</tbody>
</table>
Mr. Ray Lauterbach
Lauterbach Chevrolet & Buick
805 Railroad
Perry, IA  50220
Business: 465-3564
Home:  
Term: 2-Year

Mr. Charles Gabus
Charles Gabus Ford
4545 Merle Hay Rd.
Des Moines, IA  50310
Business: 278-7600
Home: 276-8824
Term: 3-Year

Mr. Dennis Duncan
Gety Pontiac
604 E. 4th St. So.
Newton, IA  50208
Business: 278-7668
Home: 792-8156
Term: 2-Year

Mr. Bill Heitritter
Service Manager
Crescent Chevrolet
555 17th St.
Des Moines, IA  50309
Business: 247-8020
Home:  
Term: 3-Year

Mr. Bill Green
Chevrolet Zone Service Manager
818 5th Avenue
Des Moines, IA  50309
Business: 247-8672
Home:  
Term: 3-Year

Mr. Craig Wychoff
1433 SW Payton
Des Moines, IA  50315
Business:  
Home: 285-2448
Term: 3-Year

Mr. E. D. Elliot
District Manager
Ser. & Parts Div.-Chrysler
3600 - 48th Place
Des Moines  50310
Business: 270-1472
Home:  
Term: 3-Year

Mr. Roger Partlow
DM Chrysler-Plymouth
Earlham, IA  50072
Business:  
Home: 758-2487
Term: 3-Year

Mr. Wilbur Swindler
2340 Des Moines St.
Des Moines, IA  50317
Business:  
Home: 266-4510
Term: 3-Year
Mr. Steve Thomsen  
TNT Performance  
214 N. East  
Carroll, IA 51401  
Business: 712-792-1603  
Home:  
Term: 1-Year

Mr. Allan Hunter  
Service Manager  
Griffith Ford Mercury  
Jct. Highway 71 & 30  
Carroll, IA 51401  
Business: 712-792-1505  
Home:  
Term: 3-Year

Mr. DeWayne McCord  
Machinist  
Arnold Motors  
426 W. 18th  
Carroll, IA 51401  
Business: 712-792-9725  
Home:  
Term: 1-Year

Mr. Mel Schaefer  
Mel's Repair  
427 W 8th  
Carroll, IA 51401  
Business: 712-792-2509  
Home:  
Term: 2-Year

Mr. Ray Billmeier  
Manager  
Sieg Company  
312 S. Gate Place  
Carroll, IA 51401  
Business: 712-792-4778  
Home:  
Term: 2-Year

Mr. Ray Beckem  
Parts Manager  
Koberg Chevrolet  
1908 N. Main  
Carroll, IA 51401  
Business: 712-792-2674  
Home:  
Term: 3-Year
Mr. William Needham  
Needham Auto Body  
2440 Easton Blvd.  
Des Moines, IA 50317  
Business: 265-3455  
Home:  
Term: 1-Year

Mr. Kenny Steffens  
Central Body Shop  
111 E. 3rd  
Des Moines, IA 50314  
Business: 282-8442  
Home:  
Term: 2-Year

Mr. Clarence Shannon  
Shannon Frame & Alignment  
812 E 30th St.  
Des Moines, IA 50317  
Business: 262-8914  
Home:  
Term: 1-Year

Mr. William Griffin  
Owner  
Griffin Auto Body  
1916 Fuller Road  
West Des Moines, IA 50265  
Business: 223-0821  
Home:  
Term: 3-Year

Mr. Whitey Alsted  
Whitey's Body Shop  
2924 Raccoon  
Des Moines, IA 50317  
Business: 265-4372  
Home:  
Term: 2-Year

Mr. Tom Bales  
Bales Garage & Body Shop  
Milo, IA 50166  
Business: 942-6219  
Home:  
Term: 3-Year

Mr. Ivan K. Stoner  
1210 Southlawn Drive  
Des Moines, IA 50315  
Business: 285-6995  
Home:  
Term: 2-Year

Mr. Eldon Emmack  
D & C Auto Inspection  
210 Broadway  
Des Moines, IA 50313  
Business: 244-5035  
Home:  
Term: 3-Year

Mr. Milan Sinclair  
314 SW Pleasant  
Ankeny, IA 50021  
Business:  
Home: 964-1094  
Term: 2-Year
Mr. James Nash  
General Manager  
Merit Baking Company  
Box 40 - Industrial Road  
Boone, IA 50036  
Business: 432-4084  
Home: 432-1237  
Term: 1-Year

Ms. Marge Redling  
Employee Assistant Counselor  
Department of Transportation  
800 Lincoln Way Bldg 8  
Ames, IA 50010  
Business: 296-1000  
Home:  
Term: 2-Year

Mrs. Sonja Bell  
Office Coordinator  
Scheman Building  
Iowa State Center  
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Business: 432-6060  
Home:  
Term: 1-Year

Ms. Ilah Maron  
Certified Professional Secretary  
Iowa State University  
25 Curtiss Hall  
Ames, IA 50011  
Business: 294-2940  
Home:  
Term: 2-Year

Ms. Barb Erickson  
Exec. Sec  
Emergencies Physician Surgeons  
Mercy Hospital  
6th & University  
Des Moines, IA 50314  
Business: 247-4445  
Home:  
Term: 2-Year

Ms. Judy Kochel  
Steno Clerk  
Chicago & NW Trans. Co.  
915 1/2 Ninth Street  
Boone, IA 50036  
Business: 432-3943  
Home:  
Term: 3-Year

Mr. A.J. (Toche) Terrones  
Exec. Vice President Boone Chamber  
817 Keeler  
Boone, IA 50036  
Business: 432-3342  
Home:  
Term: 2-Year

Mrs. Rhonda L. Cobarn  
928 Lincoln  
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Business:  
Home: 432-9927  
Term: 3-Year

Mr. Don Chapman  
Farm & City Realty Inc.  
806 Eighth Street  
Boone, IA 50036  
Business: 432-3797  
Home:  
Term: 2-Year
<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>Phone Numbers</th>
<th>Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mr. Basil Townes</td>
<td>P.O. Box 5033, Des Moines, IA</td>
<td>288-1938, 265-0450</td>
<td>1-Year</td>
</tr>
<tr>
<td>Mr. Thomas W. Garton</td>
<td>3811 Lower Beaver Rd., Des Moines, IA</td>
<td>795-3879, 279-0679</td>
<td>2-Year</td>
</tr>
<tr>
<td>Mr. Dennis Jones</td>
<td>1303 Burnham, Des Moines, IA</td>
<td>285-6208</td>
<td>1-Year</td>
</tr>
<tr>
<td>Mr. Gene Block</td>
<td>Seadorff Masonry, Madrid, IA</td>
<td>795-3879, 279-0679</td>
<td>2-Year</td>
</tr>
<tr>
<td>Mr. Robert Foley</td>
<td>116 N. Maple, Carroll, IA</td>
<td>792-3465</td>
<td>1-Year</td>
</tr>
<tr>
<td>Mr. Mark Kraus</td>
<td>R.R. 1, Breda, IA</td>
<td></td>
<td>2-Year</td>
</tr>
<tr>
<td>Mr. Russ Dalton</td>
<td>Dalton &amp; Sons Const., Polk City, IA</td>
<td>984-6268</td>
<td>2-Year</td>
</tr>
<tr>
<td>Mr. Richard Krapfl</td>
<td>Iowa Block, Des Moines, IA</td>
<td>288-5751</td>
<td>2-Year</td>
</tr>
</tbody>
</table>
Mr. Don Broman
3935 4th St.
Des Moines, Iowa 50313
Business: 280-1460
Home: 280-1460
Term: 1-Year

Mr. Darl Schooler
618 SW Emma
Des Moines, Iowa 50315
Business: 285-8784
Home: 285-8784
Term: 2-Year

Mr. Doug Ireland
Capitol Sanitary Supply Co.
111 11th
Des Moines, Iowa 50309
Business: 244-4291
Home:
Term: 1-Year

Mr. Larry Overton
National By-Products, Inc.
S.E. 18th & Scott
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Business: 265-0381
Home:
Term: 3-Year

Mr. Gordon Rowe
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Home: 255-2402
Term: 1-Year

Mr. Gary Smith
Des Moines Art Center
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Home:
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Mr. Mike Siemann
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Home: 964-0719
Term: 1-Year

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Dallas Center, IA 50063
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Home:
Term: 3-Year

Mr. Harold LaFery
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Home: 266-3978
Term: 2-Year

Mr. Larry Hines
YWCA
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Home:
Term: 3-Year
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Home: 
Term: 3-Year

Mr. Robert J. Peterson
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Term: 3-Year

Mr. Eric Timmerman
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Term: 3-Year
Mr. Ray Stuart
Ray's Cabinet Shop
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Business: 964-3265
Home:
Term: 1-Year

Mr. Daniel F. Shaffer
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Home: 232-0724
Term: 3-Year

Mr. John Bimson
Field Secretary
Iowa Lumberman's Association
520 - 35th St. Des Moines, IA 50312
Business: 274-2827
Home: 274-3353
Term: 1-Year

Mr. Gary Whitehill
Representative
Pella Window Co.
1143 65th St.
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Business:
Home: 274-9352
Term: 3-Year

Mr. LaVerne Ackerman
RR #2
Ames, IA 50010
Business:
Home: 382-4908
Term: 1-Year

Mr. Roger Eben
RRD
Madrid, IA 50156
Business:
Home: 795-3331
Term: 2-Year

Mr. Galen Winchip
932 Pammel Ct.
Ames, IA 50010
Business:
Home: 292-3957
Term: 2-Year
Mr. Roman J. Steffes  
Goetzinger & Steffes Builders  
120 S. Adams  
Carroll, IA 51401  
Business: 712-792-9346  
Home: 712-792-9346  
Term: 1-Year

Mr. Virgil J. Baumhover  
Baumhover Construction Inc.  
621 E. 11th  
Carroll, IA 51401  
Business: 712-792-1415  
Home: 712-792-9831  
Term: 3-Year

Mr. John R. Hornberger, Jr.  
313 Main Street  
Manning, IA 51455  
Business: 712-653-2121  
Home: 712-653-2354  
Term: 1-Year

Mr. Don L. Sporrer  
825 Salinger Ave.  
Carroll, IA 51401  
Business: 712-792-4258  
Home: 712-792-9572  
Term: 3-Year

Mr. Jack J. Ramaekers  
Midwest Wholesale Building Products  
324 N. Court  
Carroll, IA 51401  
Business: 712-792-4581  
Home: 712-792-4730  
Term: 1-Year

Mr. Paul A. Walz  
Superintendent  
Walz Construction Co.  
306 N. Main Street  
Carroll, IA 51401  
Business: 712-792-1187  
Home:  
Term: 3-Year

Mrs. Pat J. Beck  
1321 N. Main Street  
Carroll, IA 51401  
Business: 712-792-1134  
Home: 712-792-1513  
Term: 2-Year

Mr. Wayne D. Halbur  
Halbur Realty Co.  
225 West 4th  
Carroll, IA 51401  
Business: 712-792-2866  
Home:  
Term: 3-Year

Mr. Clayton Broich  
1742 Pike Avenue  
Carroll, IA 51401  
Business: 712-792-4261  
Home:  
Term: 2-Year
Ms. Cathy Wheatcraft  
Iowa Lutheran Hospital Day Care  
University at Penn  
Des Moines, IA 50316  
Business: 283-5166  
Home: 270-1904  
Term: 1-Year

Ms. Sue Peterson  
312 - 18th Place  
West Des Moines, IA 50265  
Business: 244-6251  
Home: 225-7475  
Term: 1-Year

Ms. Janene Jensen  
Wallace Elementary  
1404 E. 13th Street  
Des Moines, IA 50316  
Business: 265-5301 or 02  
Home: 964-8586  
Term: 1-Year

Ms. Kay Meginnis  
5010 Country Club Blvd.  
Des Moines, IA 50312  
Business: 274-2096  
Home:  
Term: 1-Year

Ms. Bess-Gene Holt  
911 Douglas  
Ames, IA 50010  
Business:  
Home: 233-1373  
Term: 1-Year

Ms. Terri Stokes  
815 1st St. North  
Newton, Iowa 50208  
Business: 792-9369  
Home:  
Term: 1-Year

Ms. Sandy Alexander  
5201 SW 76th Street  
Des Moines, IA 50321  
Business: 282-9641  
Home:  
Term: 1-Year

Mr. Bill Wright  
502 Jewell Drive  
Ames, Iowa 50010  
Business: 232-7583  
Home:  
Term: 1-Year

Ms. Pat Johnson  
4329 Lincoln Swing #37  
Ames, IA 50010  
Business:  
Home: 292-5707  
Term: 1-Year

Ms. Dorothy Pinsky  
CD Department  
Iowa State University  
Ames, Iowa 50011  
Business: 294-8754  
Home:  
Term: 2-Year
Ms. Barb Nunn  
2825 Sherry Lane  
Urbandale, IA 50322  
Business: 274-3873  
Home: 276-0406  
Term: 2-Year  

Mr. Jack Cavanaugh  
D.M. Public Schools  
2913 South Union  
Des Moines, IA 50315  
Business: 277-6238  
Home: 280-6408  
Term: 3-Year  

Ms. Toni Hayes  
Owner/Operator  
Toni Hayes Day Care  
2010 62nd  
Des Moines, IA 50322  
Business:  
Home: 255-8687  
Term: 3-Year  

Ms. Deb Corwin  
722 NE 9th  
Ankeny, IA 50021  
Business: 964-6225  
Home: 964-0153  
Term: 3-Year  

Ms. Bev Drinnin  
3628 E. 7th  
Des Moines, IA  
Business: 964-6310  
Home: 244-5493  
Term: 3-Year
Mr. Bill Byers  
Supt.  
Des Moines Golf & Country Club  
I-80 & Ashworth Road  
West Des Moines, IA 50265  
Business: 225-1148  
Home:  
Term: 1-Year

Mr. Vic Scott  
Heard's Garden  
5355 Merle Hay Rd.  
Des Moines, IA  
Business: 276-4533  
Home:  
Term: 2-Year

Mrs. Carmen Zimmer  
Owner & Mgr.  
Carmen's Flowers & Gifts  
516 SW 3rd St.  
Ankeny, IA 50021  
Business: 964-4104  
Home:  
Term: 1-Year

Mr. Dick Boesen  
Owner & Manager  
Boesen the Florist  
2422 Beaver Rd.  
Des Moines, IA 50310  
Business: 274-4761  
Home:  
Term: 2-Year

Mr. Randal Cook  
Polk County Conservation Board  
Jester Park  
Granger, IA 50109  
Business: 999-2557  
Home:  
Term: 1-Year

Mr. Dale G. Kirkpatrick  
Supt.  
Grandview Golf Course  
2300 East 32nd St.  
Des Moines, IA 50317  
Business: 283-4224  
Home:  
Term: 2-Year

Mr. Vince D. Knoot  
915 South 5th Ave. West  
Newton, IA 50208  
Business:  
Home: 792-6577  
Term: 1-Year

Mr. Lyle Cox  
Owner & Manager  
Central Iowa Wholesale Floral, Inc.  
6100 Hickman Road  
Des Moines, IA 50322  
Business: 277-3962  
Home:  
Term: 3-Year

Mr. Alan B. Downs  
Head Gardener  
Water Works Park  
10 E. Locust  
Des Moines, IA 50309  
Business: 283-8755  
Home: 255-4726  
Term: 1-Year

Mr. Gene Jennings  
Hyperion Field Club  
Grimes, IA 50111  
Business: 276-0016  
Home:  
Term: 3-Year
Mr. Phil Cafferty  
Ames Nursery  
Hwy 69  
Ames, IA  50010  
Business:  323-2840  
Home:  
Term:   3-Year  

Mr. Gary Maier  
Owner & Mgr.  
Maier Tree Care Service Center, Inc.  
2419 Easton Blvd.  
Des Moines, IA  50317  
Business:  265-4485  
Home:  
Term:   3-Year
DES MOINES AREA COMMUNITY COLLEGE
Diversified Occupations Department
Culinary Arts Advisory Committee
FALL 1981

Mr. Tom Carlson
Drake University
Olmstead Center
Des Moines, IA 50311
Business: 271-3988
Home:
Term: 1-Year

Mr. Daryl Wickstrom
Executive Chef
Embassy Club
666 Walnut
Des Moines, IA 50309
Business: 243 0502
Home:
Term: 2-Year

Mrs. Virginia Lodge
Des Moines Tech
18th and Grand
Des Moines, IA 50309
Business: 284-7846
Home:
Term: 1-Year

Mr. Pete Canakes
Iowa Restaurant Association
415 Shops Building
Des Moines, IA 50309
Business: 282-8304
Home:
Term: 1-Year

Mr. Dave Rowland
Hockenbergs Restaurant Equipment
2300 Bell Ave.
Des Moines, IA 50320
Business: 243-3131
Home:
Term: 1-Year

Mr. Richard Greulich
Executive Chef
Wakonda Club
3915 Fleur Drive
Des Moines, IA 50315
Business: 285-4962
Home:
Term: 1-Year
<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>Business</th>
<th>Home</th>
<th>Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ms. Nancy Wickland</td>
<td>1200 - 35th, Suite 203</td>
<td>225-3770</td>
<td></td>
<td>1-Year</td>
</tr>
<tr>
<td>Dr. Rich Reay</td>
<td>5765 Merle Hay Road</td>
<td>278-2379</td>
<td></td>
<td>1-Year</td>
</tr>
<tr>
<td>Ms. Barbara Hildabrandt</td>
<td>314 So. Locust</td>
<td>244-9136</td>
<td>674-3375</td>
<td>1-Year</td>
</tr>
<tr>
<td>Ms. Ginda Harvey</td>
<td>10066 100th Place</td>
<td>225-1876</td>
<td></td>
<td>1-Year</td>
</tr>
<tr>
<td>Dr. Jerry Larsen</td>
<td>821 Summit</td>
<td>462-4474</td>
<td></td>
<td>2-Year</td>
</tr>
<tr>
<td>Ms. Tami Fisher</td>
<td>c/o Dr. Tom Schemmel</td>
<td></td>
<td>287-6082</td>
<td>2-Year</td>
</tr>
<tr>
<td>Ms. Judy Clough</td>
<td>c/o Dr. G. Boak</td>
<td></td>
<td>276-4981</td>
<td>2-Year</td>
</tr>
<tr>
<td>Dr. Michael McGregor</td>
<td>Box 515</td>
<td>597-2800</td>
<td></td>
<td>2-Year</td>
</tr>
<tr>
<td>Dr. David King</td>
<td>1300 37th</td>
<td>225-6747</td>
<td></td>
<td>2-Year</td>
</tr>
<tr>
<td>Ms. Judy Clough</td>
<td>7518 Hickman Rd.</td>
<td></td>
<td>276-4981</td>
<td>2-Year</td>
</tr>
<tr>
<td>Dr. Jerry Larsen</td>
<td></td>
<td>462-4474</td>
<td></td>
<td>2-Year</td>
</tr>
<tr>
<td>Dr. John Van Ast</td>
<td>RR 3</td>
<td>294-8919</td>
<td>291-3170</td>
<td>2-Year</td>
</tr>
</tbody>
</table>
Dr. Michael Rovner, D.D.S.
Dentist, Orthodontist
2525 E. Euclid
Des Moines, IA 50315
Business: 266-2154
Home: 
Term: 3-Year

Ms. Jackie Kruegar, C.D.A.
Certified Dental Assistant
Broadlawns Dental Clinic
18th Hickman
Des Moines, IA 50314
Business: 282-1253
Home: 
Term: 3-Year

Dr. Thomas C. Raymond, Jr., D.D.S.
Dentist
1600 Army Post Rd.
Des Moines, IA 50315
Business: 285-3267
Home: 
Term: 3-Year

Dr. L. D. Barton, D.D.S.
Dentist
108 N. 2nd Ave. E
Newton, IA 50208
Business: 792-9600
Home: 
Term: 3-Year
Dr. Clement O'Meara
530 - 39th
Des Moines, IA 50312
Business: 274-4637
Home: 964-2860
Term: 1-Year

Dr. Gary Weber
4401 SW 9th
Des Moines, IA 50315
Business: 285-3802
Home: 285-4524
Term: 2-Year

Dr. Grover Hahn
1300 37th
West Des Moines, IA 50265
Business: 225-6742
Home: 276-8810
Term: 1-Year

Mrs. Dee Smith, R.D.H.
R.R. #2
Bittersweet Acres
Newton, IA 50208
Business: 792-4449
Home: 272-8723
Term: 2-Year

Dr. David Llewelyn
701 13th
West Des Moines, IA 50265
Business: 223-1274
Home: 225-8878
Term: 1-Year

Dr. George Robeson, D.D.S.
4080 West Town Parkway
West Des Moines, Iowa 50265
Business: 223-9700
Home: unlisted
Term: 2-Year

Mrs. Ellen Paulsen, R.D.H.
2604 E. 28th St.
Des Moines, IA 50317
Business: 262-9103
Home: 
Term: 1-Year

Ms. Mary Beth Winkelmann, D.H.
Dental Hygienist
205 NE Trilein Dr.
Ankeny, IA 50021
Business: 964-4247
Home: 964-2284
Term: 2-Year

Ms. Deborah Lutjen
D.H., B.S., M.P.H.
Dental Clinic Coordinator
Broadlawns Hospital
1501 S. 15th St.
Adel, IA 50003
Business: 282-2400
Home: 993-5217
Term: 1-Year

Mrs. Linda Baldwin, D.H.
Dental Hygienist
3124 46th
Des Moines, IA 50310
Business: 255-0606 M-T-Th
Home: 276-9408
Term: 2-Year
Dr. Gary Amerman
4080 Westtown Parkway
West Des Moines, IA  50265
Business:  223-9700
Home:  225-9689
Term:  3-Year

Dr. John Weigel
306 Walnut
Ankeny, IA  50021
Business:  964-0621
Home:  964-1072
Term:  3-Year

Mrs. Mavis Jugenheimer, R.D.H.
607 E. Euclid Ave.
Des Moines, IA  50310
Business:  282-1359
Home:  279-8103
Term:  3-Year

Mrs. Jan Brown, R.D.H.
1013 NW Fourth
Ankeny, IA  50021
Business:  244-0522 M-T
Home:  964-5527
Term:  3-Year

Mrs. Leona Martin
217 SE 8th
Ankeny, Iowa  50021
Business:
Home:  964-3941
Term:  3-Year
Mr. Clair Rankin  
Owner  
Rankin Construction Co.  
R.R. 1  
Knoxville, IA 50138  
Business:  842-6724  
Home:  
Term:  1-Year  

Mr. Cyril Beary  
Manager  
Iowa Power and Light  
Box 71  
Knoxville, IA 50138  
Business:  842-3111  
Home:  842-3570  
Term:  2-Year  

Mr. Francis Spaur  
Spaur Electric  
R.R. 2  
Knoxville, IA 50138  
Business:  842-5125  
Home:  
Term:  1-Year  

Mr. John Young  
City Electrical Inspector  
Knoxville, IA 50138  
Business:  842-3146  
Home:  943-2418  
Term:  2-Year  

Mr. Richard Sullivan  
RR 5  
Knoxville, IA 50138  
Business:  842-2590  
Home:  842-2590  
Term:  1-Year  

Mr. Tom Blank  
Maintenance General Supervisor  
3M Corporation  
1318 E. Main  
Knoxville, IA 50138  
Business:  828-7000  
Home:  628-1653  
Term:  3-Year  

Mr. Bill Vaske  
Plant Engineer  
Hormel  
Knoxville, IA 50138  
Business:  842-6841  
Home:  
Term:  2-Year  

Mr. Dennis Blasberg  
Engineer  
Iowa Power and Light  
Box 71  
Knoxville, IA 50138  
Business:  842-3111  
Home:  
Term:  3-Year  

Mr. Jerome Schakel  
Maintenance Engineer  
Pella Rolscreen  
Pella, IA 50219  
Business:  628-1000  
Home:  
Term:  2-Year  

Mr. Dean Wilson  
Systems Technologist  
3M Corporation  
1318 E. Main  
Knoxville, IA 50138  
Business:  828-7000  
Home:  842-3347  
Term:  3-Year
Mr. Harold K. Belken  
Comm. Wkrs.-Am. (Local 7102)  
1223 6th Ave.  
Des Moines, Iowa 50314  
Business: 243-7501  
Home:  
Term: 1-Year  

Mr. Len Bowdre  
Bowdre TV  
413 E. 16th  
Des Moines, Iowa 50316  
Business: 266-9735  
Home:  
Term: 3-Year  

Mr. Tommy Thomas  
Armstrong Rubber Co. (Eng. Dept.)  
2345 E. Market St.  
Des Moines, Iowa 50317  
Business: 265-9419  
Home: 262-1385  
Term: 1-Year  

Mr. R. M. Traviss  
Traviss TV  
3621 Beaver  
Des Moines, IA 50310  
Business: 274-2546  
Home:  
Term: 3-Year  

Mr. Hans Seeman  
Home Service Center  
212 Willis  
Ferry, Iowa 50220  
Business: 465-5351  
Home: 465-4487  
Term: 1-Year  

Mr. Jim Stogdill  
Stogdill TV  
4922 Franklin  
Des Moines, IA 50310  
Business: 274-4024  
Home:  
Term: 3-Year  

Mr. Dave Malone  
Drake University  
30th & University St.  
Des Moines, Iowa 50311  
Business: 271-3762  
Home: 278-0941  
Term: 2-Year  

Mr. R. B. Bigler  
Gifford-Brown  
1400 Walnut  
Des Moines, IA 50306  
Business: 243-1257  
Home: 279-2608  
Term: 3-Year  

Mr. Don Wernli  
Perry TV  
Perry, Iowa 50220  
Business: 465-5351  
Home:  
Term: 2-Year  

Mr. Larry Goodmanson,  
Mercy Hospital  
Attn: Biomedical Maintenance  
6th & University  
Des Moines, IA 50314  
Business: 247-3085  
Home: 964-5377  
Term: 3-Year
Mr. Jim Lyon
Zytron Corp.
2603 Ingersoll
Des Moines, Iowa 50312
Business: 288-1057
Home:
Term: 1-Year

Mr. Bob Pink
Iowa State Highway Comm.
Radio Shop
Ames, Iowa 50010
Business:
Home:
Term: 3-Year

Mr. Jim North
Field Service Engineer
Digital Equipment Corporation
625 629 E. 2nd
Des Moines, IA 50316
Business: 282-0056
Home:
Term: 2-Year

Mr. Steve Holmes
Midwestern Electronics Company
1332 E. Madison
Des Moines, Iowa 50316
Business: 266-3126
Home:
Term: 3-Year

Mr. Robert Evans
Dept. of Public Safety-Comm. Div.
5912 2nd Ave.
Des Moines, IA 50313
Business: 281-3175
Home: 285-3780
Term: 2-Year

Mr. Don Anker
Fischer Control
Marshalltown, IA 50158
Business: 754-3982
Home:
Term: 3-Year

Mr. Allen Trickey
Travis TV
3621 Beaver
Des Moines, Iowa 50310
Business: 274-2546
Home:
Term: 2-Year

Mr. Ron Crow
Ia. St. Uni. (Eng. Ext.)
Ames, IA 50010
Business: 294-5060 (morn) 294-1256 (Aft)
Home:
Term: 3-Year
Mr. Ray Werner
Service Manager
Herman Brown Company
1st & Sheridan Ave.
Des Moines, IA 50313
Business: 282-0404
Home:
Term: 1-Year

Mr. Bill Brazelton
Shop Superintendent
All American Transport
1801 E. 22nd Street
Des Moines, IA 50317
Business: 265-6484
Home: 262-8823
Term: 3-Year

Mr. James T. Maddy
Service Manager
Lortan Industries
3421 SE 3rd
Des Moines, IA 50317
Business:
Home:
Term: 1-Year

Mr. Russell Borchardt
Shop Foreman
Cummins Great Plains
1680 NE 51st Ave.
Des Moines, IA 50316
Business: 262-9591
Home: 255-6051
Term: 3-Year

Mr. Dennis Croxell
Training Director
Gibbs-Cook Caterpillar Co.
104 Hickman Rd.
Des Moines, IA 50322
Business:
Home:
Term: 2-Year

Mr. David Broich
Mechanic
United Parcel Service
601 SE 5th St.
Ankeny, IA 50021
Business:
Home: 964-7609
Term: 2-Year

Mr. Ray Struthers
Service Manager
Des Moines White Company
4711 2nd Ave.
Des Moines, IA 50313
Business: 244-4293
Home:
Term: 2-Year
Ms. Donna Neppl  
Younkers Tea Room  
7th and Walnut  
Des Moines, IA 50311  
Business: 244-1112  
Home:  
Term: 1-Year

Mrs. Joan Brown  
Howard Johnsons  
2510 Ingersoll  
Des Moines, IA 50312  
Business: 283-2251  
Home:  
Term: 1-Year

Mr. Marty McGovern  
Red Lobster  
#36  
4906 Ingersoll Ave.  
Des Moines, IA 50265  
Business:  
Home:  
Term: 1-Year

Mr. Mark Kassis  
Lucullan's  
400 Main  
Ames, IA 50010  
Business:  
Home:  
Term: 1-Year

Mr. Mike Hemry  
Fatino's  
Fleur Drive and Stanton  
Des Moines, IA 50315  
Business:  
Home:  
Term: 1-Year
Mr. Marvin King  
Design Engineer  
Delavan Mfg. Company  
811 - 4th Street  
West Des Moines, IA 50265  
Business: 274-1561  
Home:  
Term: 1-Year

Mr. Terry Lee  
Design Drafting  
AMF  
3811 McDonald  
Des Moines, IA 50309  
Business: 265-3461, Ext. 338  
Home:  
Term: 2-Year

Mr. Steve Vos  
Draftsman Illustrator  
Ver Meer Mfg.  
Box 200  
Pella, IA 50219  
Business: 628-3141  
Home:  
Term: 1-Year

Mr. Julian Silverberg  
Chief Tool Engineer  
The Maytag Company  
Newton, IA 50208  
Business: 792-7000  
Home:  
Term: 3-Year

Mr. Robert Mayo  
Drafting Supervisor  
EMCO Industries, Inc.  
Box B64  
Des Moines, IA 50317  
Business: 265-6101  
Home:  
Term: 1-Year

Mr. John Howard  
Product Design Manager  
Erickson Displays  
1917 Dean Ave.  
Des Moines, IA 50316  
Business: 265-6151  
Home:  
Term: 3-Year

Mr. Dean Sanders  
Section Mgr.-Engr. Draft  
Sundstrand Corp.  
2800 E 13th  
Ames, IA 50010  
Business: 239-6000  
Home:  
Term: 2-Year

Mr. David Smith  
Engineering Manager  
Townsend Engineering  
2425 Hubbell Avenue  
Des Moines, IA 50317  
Business: 265-8181  
Home:  
Term: 3-Year

Ms. Helen Lechelt  
Drafting Technician  
John Deere Des Moines Works  
P. O. Box 1595  
Des Moines, IA 50306  
Business: 283-3992  
Home:  
Term: 2-Year
Ms. Kathy Morrison
Peat, Marwick, Mitchell Company
2500 Ruan Center
Des Moines, IA 50309
Business: 288-7465
Home: 
Term: 1-Year

Ms. Darlene Falck
General Growth Properties
215 Keo
Des Moines, IA 50309
Business: 281-9100
Home: 
Term: 2-Year

Mr. Floyd Sievers
Personnel Officer
Department of Public Instruction
Grimes State Office Bldg.
Des Moines, IA 50319
Business: 281-3191
Home: 
Term: 1-Year

Ms. Diane Webb
Ruan Transport Corp.
3200 Ruan Center
666 Grand Avenue
Des Moines, IA 50309
Business: 245-2500
Home: 
Term: 2-Year

Ms. Jackie Van Ahn
Personnel Staff Assistant
Farm Bureau Life Insurance Co.
5400 University
West Des Moines 50265
Business: 225-5670
Home: 
Term: 1-Year

Ms. Anita Hatfield
Dictaphone
8345 University Blvd., Suite C
Des Moines, IA 50311
Business: 223-8405
Home: 
Term: 2-Year

Mrs. Nancy Nelson
Branch Manager
Staff I, Inc.
300 Hubbell Bldg.
Des Moines, IA 50309
Business: 282-1605
Home: 
Term: 1-Year

Ms. Ruth Kuehl
7707 SW 10th Street Place
Des Moines, IA 50315
Business: 247-6237
Home: 
Term: 3-Year

Mrs. Nina Smith
Admin. Assist.
Blue Shield
Ruan Center
636 Grand Ave.
Des Moines, IA 50307
Business: 245-4548
Home: 
Term: 2-Year

Ms. Pat A. Patrick
Secretary
Dept. of Architecture
Iowa St. University
156 College of Design
Ames, IA 50011
Business: 294-4718
Home: 
Term: 3-Year
Mrs. Joyce A. Baker
Vice President
United Federal Savings
2150 Grand
Des Moines, IA 50312
Business: 247-4774
Home: 967-3463
Term: 3-Year
Mr. Tom Turner  
Commercial Printing, Inc.  
701 Keo  
Des Moines, Iowa 50309  
Business: 282-8437  
Home:  
Term: 1-Year

Ms. Laura Mueller  
The Printer, Inc.  
338 S.W. 6th  
Des Moines, IA 50309  
Business: 282-2605  
Home: 282-2605  
Term: 2-Year

Mr. Don Heuss  
Owner  
Heuss Printing Co.  
911 N. 2nd St.  
Ames, IA 50010  
Business: 232-6710  
Home:  
Term: 1-Year

Ms. Hollie Smith  
N.A.B.S.  
Chamber of Commerce  
8th & High  
Des Moines, IA 50309  
Business: 283-2168  
Home:  
Term: 2-Year

Mr. Jerry Miller  
Owner/Manager  
Acme Printing  
2411 Grand  
Des Moines, IA 50306  
Business: 244-1723  
Home:  
Term: 1-Year

Mr. Larry Wood  
Hansen Directory Service  
Newton, IA 50208  
Business: 792-2855  
Home: 967-4967  
Term: 3-Year

Mr. Robert J. Ruths  
Coordinator of Office Services  
Des Moines Independent School Dist.  
1800 Grand Ave.  
Des Moines, IA 50309  
Business: 284-7911  
Home:  
Term: 1-Year

Mr. Bill Meek  
Sales Manager  
Paper Corporation  
1865 NE 58th Ave.  
Des Moines, IA 50306  
Business: 262-9776  
Home:  
Term: 3-Year

Mr. Bob DeBord  
Bankers Life Insurance Company  
711 High Street  
Des Moines, IA 50309  
Business: 247-5567  
Home:  
Term: 1-Year

Mr. Raymond Bricker  
Marquardt Advertising  
2901 Bell Ave.  
Des Moines, IA 50321  
Business: 244-6255  
Home: 287-6726  
Term: 3-Year
Ms. Pat Hickle  
1304 Rittenhouse  
Des Moines, IA 50315  
Business:  
Home: 287-2652  
Term: 1-Year  

Mr. Labe Mendelsohn  
Gilbreath Upholstery Supply  
2303 SE 14th St.  
Des Moines, IA 50315  
Business: 288-6001  
Home:  
Term: 2-Year  

Mr. David A. Darr  
1711 - 59th St.  
Des Moines, IA 50322  
Business:  
Home: 279-5168  
Term: 1-Year  

Ms. Janice O'Briant  
Irish Rose Upholstery  
4332 Douglas  
Des Moines, IA 50310  
Business: 274-0400  
Home:  
Term: 3-Year  

Mr. Jerry Virden  
J & S Upholstery  
2427 8th Ct. SE  
Des Moines, IA 50315  
Business:  
Home:  
Term: 1-Year  

Mr. Cecil Leitzinger  
Sun Clean Interiors  
615 S.E. Hughes  
Des Moines, IA 50320  
Business: 288-5666  
Home:  
Term: 2-Year  

Mr. Rick Hatch  
Matthews Hinsman Co.  
1609 Locust  
Kansas City, MO 64108  
Business:  
Home:  
Term: 2-Year
Mr. Bentley DeMars
Controller & Treasurer
Cadco
10100 Douglas
Des Moines, IA 50322
Business: 276-5417
Home:
Term: 1-Year

Mr. Clyde Varney
Pester Derby
5th & Keo
Des Moines, IA 50309
Business: 282-5000
Home:
Term: 2-Year

Ms. Phyllis Collison
2812 50th
Des Moines, IA 50310
Business: 225-5000
Home:
Term: 1-Year

Mr. Don Banning
Manager - Accounting
Dial Financial Center
207 9th Street
Des Moines, IA 50307
Business: 243-2131
Home:
Term: 2-Year

Mrs. Barbara Schippers
Hawkeye Security Insurance
1017 Walnut Street
Des Moines, IA 50307
Business: 245-4043
Home: 287-3264
Term: 1-Year

Mr. Jim Henkel
813 Keeler Street
Boone, IA 50036
Business: 432-8636
Home:
Term: 3-Year

Mr. Alan D. Opheim
Controller
Royal B Wholesale Co.
643 Des Moines St.
Des Moines, IA 50316
Business: 288-3355
Home:
Term: 2-Year

Dr. A. Douglas Hillman
Drake University - Dept. of Bus.
26th and University
Des Moines, IA 50311
Business: 271-2720
Home:
Term: 3-Year

Mr. Roland Eppert
Central Tractor Co.
1515 E. Euclid
Des Moines, IA 50313
Business: 266-3101
Home:
Term: 2-Year
<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Company/Location</th>
<th>Address/Location</th>
<th>Business Phone</th>
<th>Home Phone</th>
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<tr>
<td>Mr. Steve Birchmier</td>
<td></td>
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<td>1-Year</td>
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<tr>
<td>Maxwell, IA 50161</td>
<td></td>
<td></td>
<td></td>
<td>387-6745</td>
<td></td>
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</tr>
<tr>
<td>Mr. Dan Murphy</td>
<td>Committee Chairman</td>
<td></td>
<td>Dan Murphy Company</td>
<td>1533 Linden</td>
<td>283-2739</td>
<td>2-Year</td>
</tr>
<tr>
<td>Des Moines, IA 50309</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mr. Robert Lounsberry</td>
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<td>State Dept of Agriculture</td>
<td>Des Moines, IA</td>
<td>281-5321</td>
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<td>Secretary of Agriculture</td>
<td>State Capitol Building</td>
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<td>Mr. Roger Davis</td>
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<td>Davis Equipment Corp.</td>
<td>Des Moines, IA</td>
<td>289-1600</td>
<td>2-Year</td>
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<td>Mr. Roger VanGorp</td>
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<td>Farmland Industries</td>
<td>Des Moines, IA</td>
<td>266-2233</td>
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<tr>
<td>Mr. Lyle Carpenter</td>
<td>President</td>
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<td>Carpenter Sales</td>
<td>Bondurant, IA</td>
<td>967-4297</td>
<td>1-Year</td>
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<tr>
<td>Mr. Robert L. Skinner</td>
<td>Executive Vice-President</td>
<td></td>
<td>Iowa Grain &amp; Feed Association</td>
<td>Des Moines, IA</td>
<td>283-0431</td>
<td>3-Year</td>
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<tr>
<td>Mr. Ivan Wikner</td>
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<td>Pioneer Seed Company</td>
<td>Johnston, IA</td>
<td>270-3372</td>
<td>3-Year</td>
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</tbody>
</table>
Mr. Lewis Baer
Baer Agricultural Supply
Waukee, IA 50263
Business: 987-4763
Home:
Term: 3-Year

Mr. Winton W. Etchen
Executive Secretary
Iowa Fertilizer & Chemical
323 University
Des Moines, IA 50314
Business: 282-9659
Home:
Term: 3-Year
Mr. Arnie Fischer  
Wilkins-Bussard-Dikis, Ltd.  
414 - 61st St.  
Des Moines, IA  50312  
Business: 274-4074  
Home:  
Term: 1-Year

Ms. Christine L. Braucht  
Waldinger Corp.  
Planning & Scheduling Dept.  
2601 Bell Ave.  
Des Moines, IA  50312  
Business: 284-1911  
Home:  
Term: 2-Year

Mr. Louis Rizzuti  
Artistic Ornamental Iron Works  
214 SE Hartford  
Des Moines, IA  50315  
Business: 282-1866  
Home:  
Term: 1-Year

Mr. Steve Pierce  
Veenstra & Kimm Engineers & Planners  
300 West Bank Bldg.  
West Des Moines, IA  50265  
Business: 225-8000  
Home:  
Term: 3-Year

Ms. Betsy John  
Designs  
6901 Sheridan  
Des Moines, IA  50322  
Business: 276-3816  
Home:  
Term: 1-Year

Ms. Betsy John  
Designs  
6901 Sheridan  
Des Moines, IA  50322  
Business: 276-3816  
Home:  
Term: 1-Year

Mr. Robert Brierly  
Architect  
Porter - Brierly Assoc.  
811 Keo Way  
Des Moines, IA  50309  
Business: 243-4480  
Home:  
Term: 3-Year

Mr. Richard R. Balzer  
Master Draftsman  
614 Stipich  
Polk City, IA  50226  
Business: 984-6125  
Home:  
Term: 2-Year

Mr. John S. Mikovec  
Engineer  
Cutler Corp.  
640 SW 9th  
Des Moines, IA  50309  
Business: 243-4275  
Home:  
Term: 3-Year

Mr. Kenneth Taylor  
Frank Pulley Assoc.  
6567 University Ave.  
Des Moines, IA  50311  
Business: 274-4146  
Home:  
Term: 2-Year
<table>
<thead>
<tr>
<th>Name</th>
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<tr>
<td>Ms. Neta McCleary</td>
<td>Director of Nursing</td>
<td>Broadlawns Medical Center</td>
<td>283-2061</td>
<td></td>
<td>1-Year</td>
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<tr>
<td>Mrs. Janet M. Thompson, R.N.</td>
<td>Staff Nurse</td>
<td>Convalescent Home for Children</td>
<td>282-8498</td>
<td></td>
<td>2-Year</td>
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<tr>
<td>Ms. Mary Booth, R.N.</td>
<td>Diabetes Education Coordinator</td>
<td>Des Moines General Hospital</td>
<td>265-9640</td>
<td>280-1621</td>
<td>1-Year</td>
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<tr>
<td>Ms. Margaret Granberg</td>
<td>Consumer, Health Services</td>
<td>Consumer, Health Services</td>
<td>274-4218</td>
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<td>3-Year</td>
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<tr>
<td>Ms. Sue Feilmeier</td>
<td>Director Family PI. Program</td>
<td>Community Opportunities</td>
<td>(712) 792-9266</td>
<td>(712) 792-4218</td>
<td>1-Year</td>
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<tr>
<td>Ms. Suzanne Mains</td>
<td>Asst. Dir. Nursing Education</td>
<td>Mercy Hospital School of Nursing</td>
<td>247-3290</td>
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<td>3-Year</td>
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<tr>
<td>Ms. Nicolette Ellis</td>
<td>Head Nurse 3 South</td>
<td>Mercy Hospital</td>
<td>(712) 792-1267</td>
<td>(712) 792-4218</td>
<td>2-Year</td>
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<tr>
<td>Ms. Donna Miller</td>
<td></td>
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<td>266-2651</td>
<td>225-0540</td>
<td>2-Year</td>
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</table>
Mr. Timothy Byrnes
Assistant Cashier
West Bank
1601 22nd Street
West Des Moines, IA 50265
Business: 225-2300
Home: 
Term: 1-Year

Ms. Vickie Mathews
Central National Bank
Locust & Sixth Avenue
Des Moines, IA 50309
Business: 245-7310
Home: 
Term: 1-Year

Mr. Robert Stoner
Operations Manager - BankCard
Iowa-Des Moines National Bank
7th & Walnut
Des Moines, IA 50304
Business: 245-3410
Home: 
Term: 2-Year

Mr. Edward J. Cunningham
Assistant Vice President
Plaza State Bank
Box 3660
Des Moines, IA 50322
Business: 278-1671
Home: 
Term: 3-Year

Ms. Sandy Lamb
Central National Bank
Locust & Sixth Ave.
Des Moines, IA 50309
Business: 245-7082
Home: 
Term: 3-Year
Ms. Jackie Reutter  
Boxholm, IA 50040  
Business: 846-6432  
Term: 1-Year

Ms. Carol Bowman  
709 1/2 Clark  
Ames, IA 50010  
Business:  
Home: 232-2537  
Term: 2-Year

Mr. Stan Sutton  
Boone County Hospital  
1015 Union Street  
Boone, IA 50036  
Business: 432-3140  
Home:  
Term: 1-Year

Mrs. Marilyn Paulson  
Consumer  
R.R. #3, Box 181  
Ogden, IA 50212  
Business:  
Home: 275-2106  
Term: 3-Year

Ms. Phyllis Crouse  
Mary Greeley Hospital  
117 11th Street  
Ames, IA 50010  
Business: 239-2011  
Home:  
Term: 1-Year

Ms. Julie Mendell  
P.N. Student  
215 Monona Street  
Boone, IA 50036  
Business:  
Home: 432-3760  
Term: 3-Year

Ms. Carolyn Rickey  
P.O. Box 398  
Ogden, IA 50212  
Business:  
Home: 275-4239  
Term: 2-Year

Ms. Jana Classon, L.P.N.  
Mary Greeley Hospital  
117 11th Street  
Ames, IA 50010  
Business: 239-2011  
Home: 232-8962  
Term: 3-Year

Ms. Martha Flegal  
220 South First Street  
Ogden, IA 50212  
Business:  
Home: 275-4456  
Term: 2-Year
Ms. Barbara Decker  
Employment/Safety Administrator  
Diamond Lab  
2538 S.E. 43rd  
Des Moines, Iowa 50320  
Business: 262-9341  
Home:  
Term: 1-Year

Mr. William (Bill) Strait  
Directory Advertising Representative  
Northwestern Bell Telephone Co.  
Suite 500  
1200 35th St.  
West Des Moines, Iowa 50265  
Business: 225-4980  
Home: 278-2616  
Term: 2-Year

Ms. Jean Thompson  
Retail Operations Officer  
Metro Banking Center  
Central National Bank  
Sixth and Locust Street  
Des Moines, Iowa 50304  
Business: 245-7000 or 245-7250  
Home:  
Term: 1-Year

Mr. Clifford R. Johnson  
Front Office Manager  
Hotel Fort Des Moines  
10th & Walnut  
Des Moines, Iowa 50309  
Business: 243-548  
Home:  
Term: 3-Year

Ms. Darlene Willis  
Chief Operator  
Des Moines Register & Tribune  
715 Locust Street  
Des Moines, Iowa 50309  
Business: 284-8050  
Home:  
Term: 2-Year
<table>
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<tr>
<td>Ms. Edna Schluter</td>
<td>Co-Administrator</td>
<td>Business: (712) 792-9284, Home: (712) 657-2520</td>
<td>1-Year</td>
</tr>
<tr>
<td>Mr. Randy McFee</td>
<td>Pharmacist</td>
<td>Business: (712) 792-2671, Home: (712) 792-2995</td>
<td>1-Year</td>
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<tr>
<td>Mr. Dick Hogan</td>
<td>Counselor</td>
<td>Business: (712) 792-2322, Home: (712) 792-1533</td>
<td>2-Year</td>
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<tr>
<td>Mrs. Deb Collison, LPN</td>
<td>R.R. 3</td>
<td>Business: (712) 792-1452</td>
<td>2-Year</td>
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<tr>
<td>Mr. Don Wuertz</td>
<td>Pastor</td>
<td>Business: (712) 792-4354, Home: (712) 792-3412</td>
<td>2-Year</td>
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<tr>
<td>Miss Julie A. Henkenius, LPN</td>
<td>RR #1</td>
<td>Business: 712-792-3581, Home: 712-689-2313 or 792-3578</td>
<td>3-Year</td>
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<tr>
<td>Mr. Roger Trachsel</td>
<td>1902 Benjamin</td>
<td>Business:</td>
<td>3-Year</td>
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<tr>
<td>Mrs. Barbara Toohey, RN</td>
<td>Quality Assurance Coordinator</td>
<td>Business: (712) 792-3581, Home: 712-792-9810</td>
<td>3-Year</td>
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</tbody>
</table>
Mr. Mark Baty  
President  
Baty Art and Sign, Inc.  
RR #1  
Waukee, IA 50263  
Business: 987-4829  
Home: 987-4811  
Term: 1-Year

Ms. Deetra F. Leech  
Senior Designer  
Meredith Corporation  
1716 Locust  
Des Moines, IA 50336  
Business: 284-9728  
Home: 685-3186  
Term: 2-Year

Ms. Peggy Griffith  
Free Lance Designer  
1533 Linden  
Des Moines, IA 50309  
Business: 244-4135  
Home: 277-9794  
Term: 1-Year

Mr. Harry Watts  
Vice President - Art & Production  
Wesley Day and Co.  
Suite 606  
717 Mulberry - 6th Floor  
Des Moines, IA 50309  
Business: 243-4135  
Home: 279-4869  
Term: 2-Year

Mr. Kim Miller  
Salesman-Designer  
Quick Sign Co.  
3423 Delaware  
Des Moines, IA 50317  
Business: 265-5314  
Home: 279-1470  
Term: 1-Year

Mr. C.E. (Charlie) Townsend  
Freelance Designer  
1320 Cummins Parkway  
Des Moines, IA 50311  
Business:  
Home: 270-1756  
Term: 2-Year

Ms. Rhonda Williamson  
Art Director  
Centermark Corp.  
777 Third Street  
Des Moines, IA 50309  
Business: 288-7000  
Home: 224-1245  
Term: 1-Year

Ms. Jane Beyer  
President  
J-B & Associates  
3317 Center  
Des Moines, IA 50312  
Business: 277-7718  
Home: 277-7718  
Term: 2-Year

Mr. Dennis P. Clark  
Art Director  
The Perfection Form Company  
8350 Hickman Road, Suite 15  
Des Moines, IA 50322  
Business: 278-0133  
Home: 276-7183  
Term: 2-Year

Mr. Frank Deitch  
Free Lance Artist  
1526 Walnut  
Des Moines, IA 50309  
Business: 282-4575  
Home: 262-6410  
Term: 3-Year
Ms. Linda Alberty  
735 Circle Drive  
Carlisle, IA  50047  
Business:  989-3337  
Home:  
Term:  3-Year

Mr. Steve Lueder  
Graphic Designer  
The Penguin Art Studio  
1005 Insurance Exchange Bldg.  
Des Moines, IA  50309  
Business:  243-3302  
Home:  287-6808  
Term:  3-Year

Mr. Floyd L. Shepherd, Ph.D.  
Art Instructor  
Garten Elementary & DMACC Urban Campus  
1201 Laurel St.  
Des Moines, IA  50314  
Business:  262-3144  
Home:  280-1309  
Term:  3-Year

Ms. Janinne Williams  
Creative Director  
Jann Williams Graphic Design  
1526 Walnut  
Des Moines, IA  50309  
Business:  282-4575  
Home:  276-2254  
Term:  3-Year
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<tr>
<td>Mr. Henry Van Haaften</td>
<td>Van Haaften Plumbing &amp; Heating</td>
<td>Pella, IA 50219</td>
<td>628-3621</td>
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<td>1-Year</td>
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<td>Mr. Bob Bell</td>
<td>Bell Bros. Htg. &amp; Air Conditioning</td>
<td>Des Moines, IA 50313</td>
<td>244-8911</td>
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<td>2-Year</td>
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<td>Mr. Kim West</td>
<td>Mitchell-West Furnace Co., Inc.</td>
<td>Des Moines, IA 50317</td>
<td>265-0385</td>
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<td>1-Year</td>
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<td>Mr. Lawrence Boyd</td>
<td>Cassaday Refrigeration Co.</td>
<td>Des Moines, IA 50313</td>
<td>266-2196</td>
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<td>Mr. Jack Zimmer</td>
<td>Bell Bros. Htg. &amp; Air Cond.</td>
<td>Des Moines, IA 50313</td>
<td>244-8911</td>
<td>265-3612</td>
<td>3-Year</td>
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<tr>
<td>Mr. Eber Kappleman</td>
<td>Kappleman Refrigeration Service</td>
<td>Indianola, IA 50125</td>
<td>961-4500</td>
<td>265-5805</td>
<td>3-Year</td>
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**Conditioned Air Advisory Committee**

**FALL 1981**
Mr. Gerald Graff  
Central National Bank  
Locust at Sixth  
Des Moines, IA 50309  
Business: 245-7200  
Term: 1-Year  

Ms. Julie Herring  
Preferred Risk Insurance Company  
1111 Ashworth Rd.  
West Des Moines, IA 50265  
Business: 225-5130  
Term: 1-Year  

Mr. Tom Cox  
Dial Financial Corp.  
207 Ninth St.  
Des Moines, IA 50307  
Business: 243-2131  
Term: 1-Year  

Mr. Donald R. Stites  
Senior Systems Analyst  
Bankers Life  
Planning Dept.  
711 High  
Des Moines, IA 50307  
Business: 247-5413  
Home: 223-4170  
Term: 1-Year  

Mr. Robert Moorehead  
Continental Western Ins. Co.  
P.O. Box 1594  
Des Moines, IA 50306  
Business: 278-3205  
Term: 1-Year  

Mr. Ed Coffman  
Farm Bureau Life Ins. Co.  
5400 University  
West Des Moines, IA 50265  
Business: 225-5725  
Term: 2-Year  

Mr. Dale Nelson  
State Comptrollers Office  
Lucas State Office Bldg.  
Des Moines, IA 50316  
Business: 281-5503  
Term: 1-Year  

Mr. Wayne O. Ostendorf  
Iowa State University  
Room #117, Pearson Hall  
Ames, IA 50010  
Business: 294-2126  
Term: 2-Year  

Mr. Charles C. Hilsenbeck  
Mgr. D.P.  
Kirke - Van Orsdel Computer Services  
777 3rd  
Des Moines, IA 50309  
Business: 243-1776  
Home: 262-6603  
Term: 1-Year  

Mr. Loran Vanden Oever  
Rolscreen Company  
102 Main Street  
Pella, IA 50219  
Business: 628-1000  
Term: 2-Year
Mr. Gary Bell  
Massey Ferguson  
1901 Bell  
Des Moines, IA 50315  
Business: 247-2148  
Home: 278-0720  
Term: 2-Year

Mr. Bob Myers  
Aid Insurance  
Box 974  
701 5th Ave.  
Des Moines, IA 50304  
Business: 280-4320  
Home:  
Term: 3-Year

Mr. Ernie Moore  
American Republic Ins. Co.  
6th & Keo Way  
Des Moines, IA 50309  
Business: 245-2330  
Home:  
Term: 3-Year
Mr. Larry Breeding  
Executive Secretary  
Iowa Health Care Assn.  
P.O. Box 65236  
4010 Woodland Plaza  
West Des Moines, IA 50265  
Business: 225-0666  
Home:  
Term: 1-Year  

Ms. Dana Petrowsky  
Deputy Dir., Hlth. Fac. Div.  
Iowa State Health Dept.  
Farm Bureau Bldg.  
507 Tenth Street  
Des Moines, IA 50309  
Business: 281-4237  
Home:  
Term: 2-Year  

Rev. Frazer Thomason  
Administrator  
Ramsey Memorial Home  
1611 27th Street  
Des Moines, IA 50311  
Business: 274-3612  
Home:  
Term: 1-Year  

Mr. Will Miller  
Chief  
Div. of Medicaid Medicare Sec.  
Hoover State Office Bldg.  
Dept. of Social Services  
Des Moines, IA 50310  
Business: 281-5691  
Home:  
Term: 2-Year  

Ms. Priscilla Dorrian  
Administrator  
Riverview Manor  
907 Morton Avenue  
Des Moines, IA 50316  
Business: 266-1106  
Home: 266-7709  
Term: 1-Year  

Mr. Lanny Ward  
Administrator  
Good Samaritan Center  
300 Hall Street  
West Union, IA 52175  
Business: 319-422-3814  
Home:  
Term: 2-Year  

Mr. Herb Dean  
Executive Secretary  
Ia. Assn. of Homes for Aged  
Suite 4  
315 E. Fifth St.  
Des Moines, IA 50309  
Business: 288-2519  
Home:  
Term: 1-Year  

Mr. Edward W. Brazil  
Manager  
Nursing Home Group Mgmt.  
133 Linden Boulevard  
Pleasant Hill, IA 50317  
Business: 262-8171  
Home:  
Term: 2-Year  

Mrs. Jean Erickson  
President  
Residential Care Facility Assn.  
Sunny Crest Home  
1039 Harding Road  
Des Moines, IA 50314  
Business: 243-4102  
Home:  
Term: 2-Year
Mr. Wendell "Jim" Brown  
Colony Park Bldg., Suite 420  
West Des Moines, IA 50265  
Business: 225-3300  
Home:  
Term: 1-Year

Ms. Adreana Roan  
Standard Bearing of Des Moines  
2350 Hubbell  
Des Moines, IA 50317  
Business: 265-5261  
Home:  
Term: 2-Year

Mr. Ron Denton  
Iowa Supply Co.  
Box 1416  
Des Moines, IA 50305  
Business: 244-6291  
Home:  
Term: 1-Year

Mr. Richard M. Ervin  
President  
Iowa Machinery & Supply Co. Inc.  
1711 2nd Ave.  
Des Moines, IA 50314  
Business: 288-0123  
Home: 276-7568  
Term: 3-Year

Mr. Neil Perington  
B.G. Peterson, Co.  
2607 Douglas Ave.  
Des Moines, IA 50310  
Business: 274-9191  
Home:  
Term: 1-Year

Mr. William W. Dessauer  
Product Components Inc.  
P.O. Box 86  
Clive, IA 50053  
Business: 223-6151  
Home: 279-4215  
Term: 3-Year

Mr. Walley B. Boe  
Nabisco, Incorporated  
Box 896  
Des Moines, IA 50304  
Business: 265-5369  
Home:  
Term: 2-Year

Mr. Jack A. Alber  
Territory Mgr.  
Sidles Distributing  
2205 Bell Ave.  
Des Moines, IA 50321  
Business: 280-1722  
Home: 285-9000  
Term: 3-Year

Mr. Terry Shane  
John Deere Des Moines Works  
Box 1595  
Des Moines, IA 50306  
Business: 283-3887  
Home:  
Term: 2-Year
<table>
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<tr>
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<th>Address</th>
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<tbody>
<tr>
<td>Ms. Kathy Ruble</td>
<td>Swift, Brown, and Winisk, Register &amp; Tribune Bldg.</td>
<td>283-2076</td>
<td></td>
<td>1-Year</td>
</tr>
<tr>
<td>Ms. Sherry Levine</td>
<td>c/o Rex Roupe, Attorney, 125 Grand</td>
<td>274-0428</td>
<td></td>
<td>2-Year</td>
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<tr>
<td>Ms. Barbara Czizek</td>
<td>Iowa Court of Appeals, Capitol Building</td>
<td>281-5221</td>
<td></td>
<td>1-Year</td>
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<tr>
<td>Ms. Jane Brittain, CPS</td>
<td>The Iowa State Bar Association, 1101 Fleming Building</td>
<td>243-3179</td>
<td></td>
<td>2-Year</td>
</tr>
<tr>
<td>Mrs. Ann Herteen</td>
<td>Thomas, Schoenthal, Davis, Hockenberg, &amp; Wine Personnel Department</td>
<td>243-2300</td>
<td></td>
<td>1-Year</td>
</tr>
<tr>
<td>Mr. Tom Bolton</td>
<td>Iowa Assn. of Electrical Coop, Suite 48</td>
<td>276-5350</td>
<td></td>
<td>2-Year</td>
</tr>
<tr>
<td>Mrs. Maxine Willits</td>
<td>Dickinson Law Firm, 1600 Financial Center</td>
<td>244-2600</td>
<td></td>
<td>1-Year</td>
</tr>
<tr>
<td>Mrs. Joanne Hamand</td>
<td>Zarley, McKe, Thomte, Voorhees &amp; Sease, 2400 Ruan Center</td>
<td>288-3667</td>
<td></td>
<td>3-Year</td>
</tr>
<tr>
<td>Mrs. Joyce Landis</td>
<td>Belin, Harris, Helmick &amp; Lovrien, 2000 Financial Center</td>
<td>243-7100</td>
<td></td>
<td>2-Year</td>
</tr>
<tr>
<td>Mr. Jim Sayre</td>
<td>Attorney, Dreher, Wilson, Adams &amp; Jensen, 200 Stephens Bldg.</td>
<td>288-0247</td>
<td></td>
<td>3-Year</td>
</tr>
</tbody>
</table>

DELMOINES AREA COMMUNITY COLLEGE  
Diversified Occupations Department  
Legal Secretarial Advisory Committee  
FALL 1981
Mrs. Louise Anderson  
Pasley, Singer, Pasley, Holm, & Timmons  
323 6th St.  
Ames, IA 50010  
Business: 232-4732  
Home:  
Term: 3-Year

Mr. William Crews  
Attorney  
Salisbury Law Firm P.C.  
121 First St. South  
Newton, IA 50208  
Business: 792-2489  
Home:  
Term: 3-Year
Ms. Karmen Milligan  
Baxter Clinic  
411 South Main St.  
Baxter, IA 50028  
Business: 227-3636  
Home:  
Term: 1-Year

Ms. Shirley Binkerd, CMA  
1605 22nd St.  
Des Moines, IA 50310  
Business: 288-2195  
Home: 244-4092  
Term: 1-Year

Mr. Ted Sloma  
Polk County Medical Society  
1533 Linden Street  
Des Moines, IA 50309  
Business: 288-0172  
Home:  
Term: 1-Year

Ms. Ethel Kunkle  
Box 181  
Stuart, IA 50250  
Business: 523-1824  
Home: 523-1835  
Term: 1-Year

Mr. Al McClatchey, P.A.  
Cardiology Associates  
933-18th Street  
Des Moines, IA 50314  
Business: 288-8573  
Home:  
Term: 1-Year

Ms. Connie Duling  
Meadow Estates  
Madrid, IA 50156  
Business: 795-2339  
Home:  
Term: 2-Year

Ms. Jean Kosmach  
Drs. Hoffman & Olivencia  
534-43rd Street  
Apt. 5  
Des Moines, IA 50312  
Business: 288-4511  
Home:  
Term: 1-Year

Ms. Debbie Schmitt  
Clinic of General Medicine  
4001 Ingersoll  
Des Moines, IA 50312  
Business: 274-1518  
Home:  
Term: 2-Year

Dr. Craig Gerhart  
2201 West First St.  
Ankeny, IA 50021  
Business: 964-7965  
Home:  
Term: 1-Year

Mr. Steve Dengle  
College of Osteopathic Med. & Sur  
3200 Grand  
Des Moines, IA 50312  
Business: 274-4861  
Home:  
Term: 2-Year
Mr. Don Elefson, M.T. (ASCP)
Ex Officio Member
Marshalltown Area Comm. College
3 South Fourth Avenue
Marshalltown, IA 5015B
Business: 752-4511
Home: 
Term: 1-Year

Mrs. Barbara Anderson, CLA (ASCP)
Collins Memorial Hospital
Knoxville, IA 50138
Business: 842-2151
Home: 
Term: 2-Year

Mrs. Jan Beall, M.T. (ASCP)
Mary Greeley Hospital
117 Eleventh Street
Ames, IA 50010
Business: 239-2011
Home: 
Term: 1-Year

Dr. David Baridon, Jr., M.D.
Iowa Lutheran Hospital
716 Parnell Street
Des Moines, IA 50316
Business: 283-5122
Home: 
Term: 2-Year

Mrs. Jeanette Daehler, M.T. (ASCP)
Nevada, IA 50201
Business: 382-6788
Home: 
Term: 1-Year

Mrs. Jeanne Snider, M.T. (ASCP)
Veterans Adm. Medical Center
30th and Euclid Streets
Des Moines, IA 50310
Business: 255-2173
Home: 
Term: 3-Year

Mrs. Chris Rowe, M.T. (ASCP)
6044 7th Street
Des Moines, IA 50314
Business: 288-0276
Home: 
Term: 1-Year

Mrs. Jan Silva, M.T. (HEW)
Marshalltown Area Comm. Hospital
3 South Fourth Ave.
Marshalltown, IA 5015B
Business: 752-4511
Home: 
Term: 3-Year

Dr. R.M. Kotz, D.O.
Des Moines General Hospital
603 East 12th Street
Des Moines, IA 50316
Business: 265-9565
Home: 
Term: 2-Year

Mrs. Sharon (Sherri) Borwick
Boone Co. Hospital
Laboratory
Boone, IA 50036
Business: 515-432-3140
Home: 
Term: 3-Year
Mr. Forest D. Ellson  
Administrative Officer  
National Animal Disease Lab  
Ames, IA 50010  
Business: 232-0250  
Home:  
Term: 1-Year

Mrs. Jean Kuskulis  
Dr.'s Richard and Robinson  
Suite 203  
1212 Pleasant Street  
Des Moines, IA 50309  
Business: 244-8169  
Home:  
Term: 1-Year

Dr. Mearl Kilmore  
8409 Ridgemont Drive  
Des Moines, IA 50322  
Business:  
Home:  
Term: 1-Year

Ms. Renita Pauley  
Business Manager  
Orthopedics, Ltd.  
3716 Ingersoll Avenue  
Des Moines, IA 50312  
Business: 274-9291  
Home:  
Term: 1-Year

Ms. Patricia Monk  
Business Manager  
Internal Medical Clinic  
2932 Ingersoll Avenue  
Des Moines, IA 50312  
Business: 288-2291  
Home:  
Term: 1-Year

Ms. Pam Larsen  
RR #2  
Diagonal, IA 50865  
Business:  
Home:  
Term: 2-Year

Mrs. Dorla Sansom, CMAA  
Mid-Iowa Obstetrics & Gynecology  
1212 Pleasant Street  
Des Moines, IA 50309  
Business: 243-8842  
Home:  
Term: 2-Year

Mrs. Lillian Mapp, R.R.A.  
Veterans Hospital  
30th & Euclid Avenue  
Des Moines, IA 50310  
Business: 255-2173  
Home:  
Term: 2-Year

Mrs. De Hadler  
Iowa Lutheran Hospital  
University at Penn  
Des Moines, IA 50316  
Business: 283-5170  
Home:  
Term: 3-Year

Mrs. Donna Paris, ART  
Boone County Hospital  
Boone, IA 50036  
Business: 432-3140  
Home:  
Term: 3-Year
Mr. Larry Leaverton  
Professional Management Midwest  
110 51st Street  
Des Moines, IA  50312  
Business:  274-1934  
Home: 
Term:  3-Year

Mrs. Maureen Hallett  
Supervisor, Medical Secretaries  
McFarland Clinic  
12th & Douglas  
Ames, IA  50010  
Business:  239-4400  
Home: 
Term:  3-Year

Mrs. Teri Kappleman  
Systems Coordinator  
Wilden Clinic  
717 Lyon  
Des Moines, IA  50316  
Business:  288-7081  
Home: 
Term:  3-Year
Ms. Betty Didio  
Veteran's Administration Medical Center  
30th and Euclid Streets  
Des Moines, IA 50309  
Business: 255-2173  
Home:  
Term: 1-Year  

Ms. Joann Jones, R.N.  
Operating Room Staff Nurse  
Mercy Hospital Medical Center  
6th and University Ave.  
Des Moines, IA 50314  
Business: 274-4100  
Home:  
Term: 2-Year  

Ms. Jan Collins, R.N.  
Supervisor, Operating Room  
Des Moines General Hospital  
603 East 12th Street  
Des Moines, IA 50316  
Business: 265-9500  
Home:  
Term: 1-Year  

Ms. Aloris Ricketts, R.N.  
Staff Nurse  
Veteran's Adm. Medical Center  
30th and Euclid Streets  
Des Moines, IA 50309  
Business: 255-2173  
Home:  
Term: 2-Year  

Ms. Melle Butts  
CST  
Iowa Methodist Medical Center  
1200 Pleasant Street  
Des Moines, IA 50308  
Business: 283-6212  
Home:  
Term: 1-Year  

Ms. Gretchen Barron, CST  
Private Sr., Dr. J. Stallings  
2700 SW 9th Street  
Des Moines, IA 50315  
Business: 243-3091  
Home:  
Term: 2-Year  

Ms. Patricia Coates, R.N.  
Assistant Operating Room Supervisor  
Mercy Hospital Medical Center  
6th and University Ave.  
Des Moines, IA 50314  
Business: 247-4100  
Home:  
Term: 1-Year  

Dr. David Sidney, M.D.  
Surgeon  
710 Equitable Building  
Des Moines, IA 50309  
Business: 282-8193  
Home:  
Term: 2-Year  

Dr. Edward J. Drew, M.D.  
Surgeon  
2800 Ingersoll  
Des Moines, IA 50312  
Business: 244-4208  
Home:  
Term: 1-Year  

Mrs. Mary Thompson, R.N.  
Operating Room Supervisor  
Iowa Methodist Medical Center  
1200 Pleasant Street  
Des Moines, IA 50308  
Business: 283-6121  
Home:  
Term: 2-Year
Ms. Sue O'Dea, R.N.
Nurse, Manager IV, Chairperson
Iowa Lutheran Hospital
University at Penn Ave.
Des Moines, IA 50316
Business: 283-5633
Home:
Term: 3-Year

Ms. Kathie Bailey, LVN, CST
Iowa Lutheran Hospital
University at Penn St.
Des Moines, IA 50316
Business: 283-5633
Home:
Term: 3-Year

Mrs. Linda J. Blom, CST
Surgical Technologist
912 Brentwood
Pella, IA 50219
Business: 628-3150
Home: 628-1388
Term: 3-Year

Mrs. Thelma Mae Clubb
Certified Surgical Technologist
920 E. 10th St. S
Newton, IA 50208
Business: 792-1273 x209
Home: 792-1485
Term: 3-Year
Mrs. Jolene Creighton  
Director of Nursing  
Hillhaven Medicenter  
233 University Ave.  
Des Moines, IA 50311  
Business: 284-1280  
Home:  
Term: 1-Year

Mrs. Pat Carroll  
Director of Nursing  
Northwest Community Hospital  
48th & Franklin Streets  
Des Moines, IA 50314  
Business: 277-6111  
Home:  
Term: 2-Year

Mrs. Judy Solem  
Supervisor  
Blank Children's Hospital  
312 SW Porter  
Des Moines, IA 50315  
Business:  
Home: 285-0256  
Term: 1-Year

Miss Ramona Sweeney  
Associate Director Education  
Veterans Adm. Medical Center  
30th & Euclid  
Des Moines, IA 50310  
Business: 255-2173  
Home:  
Term: 3-Year

Mrs. Julie Applegate  
Orientation Coordinator  
Des Moines General Hospital  
603 E. 12th St.  
Des Moines, IA 50316  
Business: 263-4461  
Home:  
Term: 1-Year

Mrs. Bonnie Ballard  
Administrator  
Sunny View Care Center  
410 NW Ash Drive  
Ankeny, IA 50021  
Business: 964-1101  
Home:  
Term: 3-Year

Mrs. Mildred Perington, LPN  
4030 Clinton Ave.  
Des Moines, IA 50310  
Business:  
Home: 277-5081  
Term: 2-Year

Mrs. Jan Squire  
Consumer  
3706 Wakonda Drive  
Des Moines, IA 50315  
Business:  
Home: 285-8299  
Term: 3-Year

Mrs. Lois Skinner  
Practical Nursing Coordinator  
Des Moines Technical High School  
102 - 10th St., SE  
Altoona, IA 50009  
Business:  
Home: 967-2166  
Term: 2-Year
Mr. Jeff Jutting, RRT  
Supervisor, Respiratory Care  
Mercy Hospital Medical Center  
6th and University Ave.  
Des Moines, IA 50314  
Business: 247-4083  
Home: 232-3134  
Term: 1-Year

Dr. Rafael Ortiz,  
Medical Director, Respiratory Care  
Northwest Community Hospital  
48th and Franklin St.  
Des Moines, IA 50310  
Business: 277-6111  
Home: 277-3145  
Term: 1-Year

Ms. Nona Rogers, CRTT  
Chief Respiratory Therapist  
Veterans Adm. Medical Center  
30th and Euclid Ave.  
Des Moines, IA 50318  
Business: 255-2173  
Home: 279-3576  
Term: 1-Year

Ms. Brents Grubbs  
4511 Wakonda Parkway  
Des Moines, IA 50315  
Business: 247-4295  
Home: 284-0624  
Term: 1-Year

Ms. Barbara Kacer, MA, RRT  
Education Coordinator, R.T.  
Iowa Methodist Medical Center  
1200 Pleasant  
Des Moines, IA 50308  
Business: 283-4460  
Home: 244-4785  
Term: 1-Year

Mr. Mike Wheeler  
5141 Walnut Drive  
Des Moines, IA 50317  
Business:  
Home: 266-1620  
Term: 1-Year

Dr. John Fieselman  
Iowa Methodist Medical Center  
1200 Pleasant Street  
Des Moines, IA 50309  
Business: 283-6143  
Home: 287-5671  
Term: 2-Year

Mr. Robert Lambuth, CRTT  
Technical Director  
Broadlawns Medical Center  
Respiratory Care Department  
18th and Hickman Road  
Des Moines, IA 50314  
Business: 282-2268  
Home: 255-9230  
Term: 2-Year

Ms. Martha Cline  
American Lung Association of Iowa  
1321 Walnut Street  
Des Moines, IA 50309  
Business: 243-1225  
Home:  
Term: 2-Year

Mr. Jim VandeBerg, RRT  
Director, Cardiopulmonary Department  
Iowa Lutheran Hospital  
University at Penn  
Des Moines, IA 50316  
Business: 283-5108  
Home: 465-4351  
Term: 3-Year
Mr. Terry Lehman, RRT
Director, Respiratory Care
Northwest Community Hospital
48th & Franklin
Des Moines, IA 50310
Business: 277-6111
Home: 288-5458
Term: 3-Year

Mr. Howard Eikenberry, R.R.T.
Director, Respiratory Care
Iowa Methodist Medical Center
1200 Pleasant
Des Moines, IA 50308
Business: 283-6900
Home: 986-3290
Term: 3-Year
<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Company</th>
<th>Address</th>
<th>Business Phone</th>
<th>Home Phone</th>
<th>Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mr. Mike Kelsi</td>
<td>Personnel Manager</td>
<td>J.C. Penney</td>
<td>Valley West Mall</td>
<td>223-5353</td>
<td></td>
<td>1-Year</td>
</tr>
<tr>
<td>Mr. Gary Waller</td>
<td>Owner</td>
<td>Flatt's Men Shop</td>
<td>Ankeny Plaza</td>
<td>964-4287</td>
<td></td>
<td>2-Year</td>
</tr>
<tr>
<td>Mr. Eugene B. Harris</td>
<td>Owner</td>
<td>Harris T.V. &amp; Appliance</td>
<td>335 Lincoln Way</td>
<td>232-1109</td>
<td></td>
<td>1-Year</td>
</tr>
<tr>
<td>Mr. Robert Thompson</td>
<td>President</td>
<td>Clark Thompson Furniture</td>
<td>920 E. 21st St.</td>
<td>262-9734</td>
<td></td>
<td>2-Year</td>
</tr>
<tr>
<td>Ms. Deb Carter</td>
<td>Sales Manager</td>
<td>KFJB</td>
<td>Marshalltown, IA 50158</td>
<td>753-3361</td>
<td></td>
<td>1-Year</td>
</tr>
<tr>
<td>Mr. Jim A. Johnson</td>
<td>Senior Merchandise Manager</td>
<td>J.C. Penney</td>
<td>2901 Grand Ave.</td>
<td>233-3450</td>
<td></td>
<td>3-Year</td>
</tr>
<tr>
<td>Mr. Bob Williams</td>
<td>Store Manager</td>
<td>Richman Gordman</td>
<td>2590 Hubbell</td>
<td>265-4265</td>
<td></td>
<td>1-Year</td>
</tr>
<tr>
<td>Ms. Joan Lund</td>
<td>Manager</td>
<td>Casual Corner</td>
<td>Merle Hay Mall</td>
<td>278-5251</td>
<td></td>
<td>2-Year</td>
</tr>
</tbody>
</table>
Mr. Wayne Edmundson  
South Slope Telephone Co.  
Box 8  
Norway, IA 52318  
Business: (319) 227-7111  
Home:  
Term: 1-Year

Mr. Robert Toney  
General Telephone of the Midwest  
11 - 11th Ave.  
Grinnell, IA 50112  
Business:  
Home:  
Term: 1-Year

Mr. K. C. Elliot  
Manager  
Lehigh Valley Coop Telephone Assn.  
Lehigh, IA 50557  
Business: 359-2211  
Home:  
Term: 1-Year

Mr. C. L. Ball  
Cont. Telephone Co. of Ia.  
1214 W. Jackson  
Knoxville, IA 50138  
Business: 828-8288  
Home:  
Term: 2-Year

Ms. Rachel Axmear  
Office Assistant  
Modern Cooperative Telephone Co.  
South English, IA 52335  
Business: 667-2375  
Home:  
Term: 1-Year

Mr. Dale Grotjohn  
Panora Coop Telephone Assn. Inc.  
Panora, IA 50216  
Business: 755-2424  
Home:  
Term: 2-Year

Mr. Kent Jerome  
Executive Secretary  
Iowa Telephone Assn.  
1601 22nd St. Suite 209  
West Des Moines, IA 50265  
Business: 225-2091  
Home:  
Term: 1-Year

Mr. William R. Blakley  
Dumont Telephone Co.  
Box 218  
Dumont, IA 50625  
Business: 515-857-211  
Home:  
Term: 3-Year

Mr. Dick Mumma  
Northwestern Bell  
9th & High  
Des Moines, IA 50309  
Business:  
Home:  
Term: 1-Year

Mr. Dale Mauer  
Interstate 35 Telephone Co.  
Afton, IA  
Business:  
Home:  
Term: 3-Year
Mr. Phil Garland
Villisca Farmers Telephone Co.
Villisca, IA 50864
Business: 712-826-5841
Home:
Term: 3-Year
Mr. Loran Simpson  
Technical Services  
Ames, IA 50010  
Business: 232-3188  
Home:  
Term: 1-Year  

Mr. Ernie Arnold  
2615 Boston  
Des Moines, IA 50310  
Business:  
Home: 277-3575  
Term: 2-Year  

Mr. John W. Dieleman  
Pella Machine & Die Inc.  
405 Spruce St.  
Pella, IA 50219  
Business: 628-4000 or 628-2051  
Home:  
Term: 1-Year  

Mr. Phillip M. Sams  
Massey Ferguson  
2260 Glenbrook Drive  
Des Moines, IA 50316  
Business: 266-2017  
Home:  
Term: 3-Year  

Mr. Gene C. Barnes  
Gene C. Barnes Tooling & Mfg. Company  
Baxter, IA 50028  
Business: 227-3131  
Home:  
Term: 1-Year  

Mr. Orville Cox  
AMF Lawn & Garden Division  
3811 McDonald Ave.  
Des Moines, IA 50317  
Business: 265-3461 (Ext. 306)  
Home:  
Term: 3-Year  

Mr. Don E. Waggoner  
901 24th  
West Des Moines, IA 50265  
Business:  
Home: 225-1231  
Term: 2-Year  

Mr. George Wells  
John Deere Des Moines Works  
3912 - 15th St.  
Des Moines, IA 50313  
Business:  
Home: 288-8060  
Term: 2-Year
Mr. Dick Ludwig  
Levine Co.  
4400 E. 14th Street  
Des Moines, IA 50313  
Business: 262-5613  
Home: 274-1377  
Term: 1-Year

Mr. Bill Colburn  
Welding Supervisor  
Pittsburgh D.M. Steel Co.  
921 Murphy  
Des Moines, IA 50309  
Business: 244-6000  
Home: 285-6284  
Term: 3-Year

Mr. Ron Thompson  
Welding Engineering Supr.  
Waldinger Corp.  
P.O. Box 1612  
2601 Bell Avenue  
Des Moines, IA 50321  
Business: 284-1911  
Home:  
Term: 1-Year

Mr. Eugene Smith  
Welding Technician  
John Deere D.M. Works  
Hwy 415 No.  
Ankeny, IA 50021  
Business: 283-3742  
Home: 289-1714  
Term: 3-Year

Mr. Kevin Schwartz  
3414 SE 22nd St. #11  
Des Moines, IA 50320  
Business: 288-3918  
Home:  
Term: 2-Year

Mr. Jeff A. George  
Welding Inspector  
The Waldinger Corp.  
2601 Bell Ave.  
Box 1612  
Des Moines, IA 50321  
Business: 284-1911  
Home: 964-2872  
Term: 3-Year

Mr. Bernard Cline  
415 Main  
Norwalk, IA 50211  
Business: 244-3131  
Home: 981-0108  
Term: 2-Year

Mr. George C. Sullivan  
1444 Richmond  
Des Moines, IA 50313  
Business: 266-8256  
Home:  
Term: 3-Year
PERSONNEL REPORT

1. Contract Changes

a. Deborah J. DeJong, Instructor, Career Education, Health Sciences
   From full time 9 month contract to full time 12 month contract
   Lane 180, Level 4.0 - Salary from $14,325 to $17,905
   Effective September 9, 1981

b. Allen Demarest, Instructor, Career Education, Health
   From Probationary Status to Full Status
   Effective August 1, 1981

c. Shirley Petersen, Reference Librarian, Media Services, Library
   From Probationary Status to Full Status
   Effective July 2, 1981

d. Dolores B. Powers, Instructor, Adult Ed., Learning Centers, Boone
   From Probationary Status to Full Status
   Effective September 6, 1981

e. Verle Smith, Instructor, Career Education, I&T, Auto Mechanics
   Returning from leave without pay
   Effective September 1, 1981

f. Joyce Alcorn, from Assistant Bookstore Manager to Bookstore
   Manager, Salary from $11,541 to $17,698 annually.
   Effective September 15, 1981.

2. SDU Lane Changes

a. Christine M. Burger, Instructor, Career Education, Child Development
   From Lane 225, Level 3 to Lane 248, Level 3
   Effective September 9, 1981 - Salary from $11,939 to $12,419

b. Lyla Maynard, Instructor, Career Education, Child Care
   From Lane 248, Level 8 to Lane 270, Level 8
   Effective September 9, 1981 - Salary from $18,523 to $19,123

c. Michael Perry, Counselor, Student Life
   From Lane 270, Level 13 to Lane 293, Level 13
   Effective September 9, 1981 - Salary from $27,652 to $28,403

d. Rudy Thorsheim, Instructor, Career Education, Agri-Business
   From Lane 225 Level 15 to Lane 248 Level 15
   Effective September 9, 1981 - Salary from $27,652 to $28,403

e. Joan von Grabow, Instructor, Career Education, Nursing (Boone)
   From Lane 248 Level 12 to Lane 270 Level 12
   Effective September 9, 1981 - Salary from $20,923 to $21,522
PERSONNEL REPORT

3. Extension of Contracts
   a. Laurel Campbell, Instructor, Career Education, Office Occupations
      10 days during summer @ $76.02/da
   b. Linda Carson, Instructor/Chairperson, Career Education, Child Care
      10 days during summer @ $72.81/da
   c. Thomas Hornback, Instructor, Career Education, Bricklaying
      9 days during summer @ $84.20/da
   c. Tom K. Nelson, Instructor, Arts & Sciences, Comm. & Humanities
      15 days to coordinate TV programs @ $112.68/da

4. Resignations
   a. Richard Chorley, Instructor, Career Education, Business
      Effective August 18, 1981
   b. Myrna Maurer, Instructor, Career Education, Data Processing
      Effective August 26, 1981
   c. Mary Tharp, Instructor, Career Education, Business
      Effective August 25, 1981

5. New Personnel
   a. Donna J. Bildner, Instructor, Career Education, Bookkeeping/Accounting
      Lane 203, Level 4, Salary $18,655 annually, 12 months
      Effective September 9, 1981
   b. Michael G. Chebuhar, Instructor, Career Education, Accounting
      Lane 225, Level 7, Salary $17,324 annually, 9 months
      Effective September 9, 1981
   c. Carl Dean Engstrom, Instructor, Career Education, Heavy Equipment
      Lane 203, Level 7, Salary $16,724 annually, 9 months
      Effective September 9, 1981
PERSONNEL REPORT

5. New Personnel continued

d. Margaret M.M. Gwinn, Instructor, Arts & Sciences, English
   Lane 270, Level 1, Salary $14,924 annually, 9 months
   Effective September 9, 1981

e. Dianne K. Sharp, Instructor, Career Education, Operating
   Room Technician, Lane 180 Level 7 Salary $20,155 annually,
   12 months.
   Effective September 2, 1981.

f. Deborah K. Stewart, Instructor, Career Education, Office
   Occupations, Lane 180 Level 5, Salary $14,924 annually, 9 months
   Effective September 9, 1981.
PERSONNEL RESUME

Donna J. Bildner  
Instructor  
Career Education - Boone  
$18,655  
$18,000  
Comparable  
B.S. Aquinas College, Grand Rapids, MI  
15 Graduate Hours, Western Michigan U. Kalamazoo, MI  
Teaching 1 year P.T. Working: 10 years 8 months  
Best Qualified  
12 months  
Replacing Mel Holthus

Michael G. Chebuhar  
Instructor  
Career  
$17,324  
$40,000  
Comparable  
B.S. Iowa State University, Ames  
Teaching: None Working: 16 years 8 months.  
Best Qualified  
9 months  
Replacing Jack Zeller.

Carl D. Engstrom  
Instructor  
Career Education  
$16,724  
$18,666  
Comparable  
Courses at Iowa, Iowa State and the University of Northern Iowa  
Teaching: 2.5 years Working: 18.5 years  
Best Qualified  
9 months  
Replacing Marlowe Rummans

Margaret M.M. Gwinn  
Instructor  
Arts & Sciences  
$14,924  
$15.15 per hour  
Comparable  
A.A. Indian Hills CC., Centerville IA  
B.S. Northeast Missouri State, Kirksville MO  
D.A. in progress, Drake University  
Teaching: 1 year at DMACC P.T. Working: None
PERSONNEL RESUME

Margaret M.M. Gwinn (continued)
Reason for recommending for this position:
Best Qualified
Length of contract:
9 months
Reason for Employment:
Replacing Virjama Hamilton

Name:
Dianne K. Sharp
Position:
Instructor
Division:
Career Education
Recommended Salary:
$20,155
Most Recent Salary:
$14,580
Salary in relation to Staff w/similar Qualifications:
Comparable
Education:
R.N., Iowa Methodist School of Nursing
Courses at Drake University and DMACC.
Experience:
Teaching: None
Working: 7 years
Reason for recommending for this position:
Best Qualified
Length of contract:
12 months
Reason for Employment:
Replacing Janet Ashby

Name:
Deborah K. Stewart
Position:
Instructor
Division:
Career Education
Recommended Salary:
$14,924
Most Recent Salary:
$16,000
Salary in relation to Staff w/similar Qualifications:
Comparable
Education:
B.A. Simpson College, Indianola
Experience:
Teaching: None
Working: 5.5 years
Reason for recommending for this position:
Best Qualified
Length of contract:
9 months
Reason for Employment:
Replacing True Sherman
CERTIFICATE

Des Moines Area Community College
Phase IIIA - Part 12
Parking Lot A
Ankeny, Iowa

August 28, 1981

We hereby certify that we have made an on-site review of the completed construction of Phase IIIA, Part 12, Parking Lot A as performed by Iowa Road Builders Company.

As Engineers for the project it is our opinion that the work performed is in substantial accordance with the specifications and that the final amount of the Contract is Ninety Thousand, Four Hundred Twenty-Eight Dollars and 24/100 ($90,428.24).

VEENSTRA & KIMM, INC.

Accepted:

By _____________________________
Date ___________

Title Construction Engineer

By _____________________________
Date ___________

DES MOINES AREA COMMUNITY COLLEGE
The following financial reports are being distributed for Board Members review:

1. **Cost Summary By Program for FY 1980-81**

   This report reflects Program/FTE/Contact Hour cost for fiscal year ended June 30, 81 to include both direct and pro-rated indirect expenses. When this report is compared to comparable report for previous year, the following is noted:

<table>
<thead>
<tr>
<th>Program</th>
<th>FY 80</th>
<th>FY 81</th>
<th>Per Cent Increase/(Decrease)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arts &amp; Sciences</td>
<td>$1,768</td>
<td>$1,725</td>
<td>(2%)</td>
</tr>
<tr>
<td>Career Ed</td>
<td>2,033</td>
<td>2,118</td>
<td>4%</td>
</tr>
<tr>
<td>Adult Ed</td>
<td>1,746</td>
<td>1,670</td>
<td>(4%)</td>
</tr>
</tbody>
</table>

   As indicated above, Budget Managers were successful in holding down expenses, where possible, to keep cost per FTE low.

2. **Auxiliary and Agency Funds Account Status /June 30 81**

   Year to date financial activities of these accounts are summarized, with year end balances noted. Several cost centers show a negative year end balance, which have been discussed with budget managers who will offset these deficits during the current year, where possible, otherwise will handle this concern over a longer time period. Some accounts deficit cash positions are offset by inventories as well.

3. **Cash Position Report/August 31, 1981**

   Our Cash and Investment status for all funds is reflected for month of August, 1981.

   The cash receipts for this month was typically low, and we are primarily dependent upon our quarterly State General Aid monies to cover ongoing expenses. The State Comptroller did release this check to us the afternoon of August 31, 81 ($1,728,709), technically one day late to be deposited to cover our August payroll expense; however, Duane Spicer at Ankeny National Bank did allow us to process payroll without going on an additional Stamped Warrant.

   We were required to go on a stamped warrant in July for $1,004,744 and unable to completely pay off this debt until Sep 1, 81. The 1981 session of the Iowa Legislature did amend Chapter 74A of the Code of Iowa allowing stamped warrant interest rates to be increased a maximum of 11.5%. We were charged this rate for the July item which totaled $8,927.

   The Cash flow for September is expected to improve some with receipt of fall registration monies; however, there is little doubt that we will again need to be on a stamped warrant to some extent to cover our Sept 30, 81 payroll, which approximates $1 Million.

   Plant Fund monies of $200,000 was able to be reinvested during the month at a 16 1/8% interest rate. The State Treasurer has now taken the lid off of interest that can be paid on public monies so that this is now a negotiable rate.
The Sinking Voted Tax Fund reflects property taxes received in July and August, which must be held in tact to pay against our Plant Fund Loan with Bankers Trust. Next payment due is $186,925 on Dec 31, 1981 (representing interest only), with payment due on June 30, 1982 of $1,736,925. The June 30, 1982 payment will be the final payment on our $7,175,000 / 5 year loan, after which time we will commence making payments annually on the principal of our $4,800,000 / 3 year loan. Our interest rate on the 5 year loan is 4.3% and 6.4% on the 3 year loan.

4. Budget Balance Report

The General and Plant Funds disbursements and revenue in relation to budget is shown on a fiscal year to date basis as of August 31, 1981.

As indicated by footnote, the General Fund expense budget shown of $16,836,207 does not consider adjustments pending to increase accounts for salaries approximating $300,000, and further shows CETA Class Size budget for a higher amount than expected to be finalized for the new federal fiscal year, so that the amount shown as a potential net increase of Revenue over Expenses will probably later reflect an amount in reverse of this status.

5. General Fund Interim Balance Sheet

This report details our Assets/Liabilities/ Fund Balance projected to June 30, 1982 based on current working budget. Without a revision in the budget, which will in fact occur as noted above, our year end fund balance could increase to $926,799. This is not anticipated, and to the contrary the carried forward balance may likely decrease to some extent.

It should be noted that the Fund Balance does not reflect current liquid assets, and as shown on this report, considers $395,553 in inventory items and $17,255,528 of Accounts Receivables.
### COST SUMMARY BY PROGRAM FOR FISCAL YEAR 1980-81

**PREPARED BY BUSINESS OFFICE**

**8-7-81**

<table>
<thead>
<tr>
<th>PROGRAM</th>
<th>CONTACT HOURS</th>
<th>FTE</th>
<th>TOTAL COST WITH C/O</th>
<th>COST PER HOUR W C/O</th>
<th>COST PER FTE W C/O</th>
<th>TOTAL COST WITHOUT C/O</th>
<th>COST PER HOUR WO C/O</th>
<th>COST PER FTE WO C/O</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARTS &amp; SCIENCES:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Ankeny &amp; Urban</td>
<td>785,589</td>
<td>1,352.21</td>
<td>2,242,303</td>
<td>2.85</td>
<td>1,658</td>
<td>2,198,037</td>
<td>2.80</td>
<td>1,626</td>
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<td>338.42</td>
<td>644,882</td>
<td>3.28</td>
<td>1,906</td>
<td>635,457</td>
<td>3.24</td>
<td>1,878</td>
</tr>
<tr>
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<td>1,690.63</td>
<td>2,887,185</td>
<td>3.02</td>
<td>1,708</td>
<td>2,833,494</td>
<td>3.00</td>
<td>1,766</td>
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<tr>
<td>Boone</td>
<td>194,960</td>
<td>328.05</td>
<td>605,052</td>
<td>3.10</td>
<td>1,844</td>
<td>596,788</td>
<td>3.06</td>
<td>1,819</td>
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<td>Boone Total</td>
<td>214,832</td>
<td>358.46</td>
<td>697,734</td>
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<td>1,946</td>
<td>688,656</td>
<td>3.21</td>
<td>1,921</td>
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<td>152,771</td>
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<td>1,916</td>
<td>151,131</td>
<td>2.49</td>
<td>1,895</td>
</tr>
<tr>
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<td>1,756</td>
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<td>1,725</td>
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<td></td>
<td></td>
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<td>Ag Business</td>
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<td>76.39</td>
<td>134,222</td>
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<td>1,757</td>
<td>132,757</td>
<td>2.35</td>
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<td>42,534</td>
<td>11.29</td>
<td>7,819</td>
<td>37,489</td>
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<td>1,929</td>
<td>124,853</td>
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<td>88,523</td>
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<td>1,364</td>
<td>87,258</td>
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<td>57,371</td>
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<td>2,516</td>
<td>56,667</td>
<td>3.65</td>
<td>2,485</td>
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<td>Banking</td>
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<td>1,294</td>
<td>91,590</td>
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<td>1,278</td>
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<td>Retail Merchandising</td>
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<td>40,871</td>
<td>1.83</td>
<td>1,235</td>
<td>40,311</td>
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<td>Retail Management</td>
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<td>138,055</td>
<td>1.90</td>
<td>1,257</td>
<td>132,476</td>
<td>1.82</td>
<td>1,206</td>
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<td>Industrial Marketing</td>
<td>37,279</td>
<td>56.70</td>
<td>106,019</td>
<td>2.84</td>
<td>1,870</td>
<td>101,981</td>
<td>2.74</td>
<td>1,799</td>
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<td>Real Estate</td>
<td>5,359</td>
<td>8.64</td>
<td>18,527</td>
<td>3.46</td>
<td>2,144</td>
<td>18,330</td>
<td>3.42</td>
<td>2,122</td>
</tr>
<tr>
<td>Dental Assistant</td>
<td>40,557</td>
<td>54.07</td>
<td>154,669</td>
<td>3.81</td>
<td>2,861</td>
<td>151,928</td>
<td>3.75</td>
<td>2,810</td>
</tr>
<tr>
<td>Dental Hygiene</td>
<td>27,485</td>
<td>36.61</td>
<td>155,182</td>
<td>5.65</td>
<td>4,239</td>
<td>151,673</td>
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<td>4,137</td>
</tr>
<tr>
<td>Medical Lab Technician</td>
<td>75,127</td>
<td>97.64</td>
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<td>2,085</td>
<td>190,923</td>
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<td>ADN - Ankeny</td>
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<td>468,632</td>
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<td>1,848</td>
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<tr>
<td>ADN - Boone</td>
<td>81,163</td>
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<td>161,427</td>
<td>1.99</td>
<td>1,636</td>
<td>158,583</td>
<td>1.95</td>
<td>1,607</td>
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<td>LPN - Ankeny</td>
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<td>88.64</td>
<td>370,024</td>
<td>5.26</td>
<td>4,174</td>
<td>367,570</td>
<td>5.23</td>
<td>4,147</td>
</tr>
<tr>
<td>LPN - Boone</td>
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<td>41.29</td>
<td>186,878</td>
<td>5.61</td>
<td>4,526</td>
<td>185,352</td>
<td>5.58</td>
<td>4,500</td>
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<tr>
<td>LPN - Carroll</td>
<td>42,308</td>
<td>54.11</td>
<td>136,598</td>
<td>3.23</td>
<td>2,524</td>
<td>133,940</td>
<td>3.17</td>
<td>2,475</td>
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<td>Operating Room Technician</td>
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<td>116,667</td>
<td>5.32</td>
<td>3,957</td>
<td>115,413</td>
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<td>3,915</td>
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<td>Respiratory Therapy</td>
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<td>49.63</td>
<td>125,341</td>
<td>3.35</td>
<td>2,526</td>
<td>119,734</td>
<td>3.20</td>
<td>2,413</td>
</tr>
</tbody>
</table>
# Des Moines Area Community College
## Cost Summary by Program for Fiscal Year 1980-81

Prepared by Business Office 8-7-81

<table>
<thead>
<tr>
<th>PROGRAM</th>
<th>CONTACT HOURS</th>
<th>FTE</th>
<th>TOTAL COST WITH C/O</th>
<th>COST PER HOUR W C/O</th>
<th>TOTAL COST WITHOUT C/O</th>
<th>COST PER HOUR WO C/O</th>
<th>COST PER FTE W C/O</th>
<th>COST PER FTE WO C/O</th>
</tr>
</thead>
<tbody>
<tr>
<td>Medical Assistant</td>
<td>30,135</td>
<td>45.28</td>
<td>110,923</td>
<td>3.68</td>
<td>108,384</td>
<td>3.60</td>
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<td>Dietary Technician</td>
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<td>14,444</td>
<td>7.92</td>
<td>14,274</td>
<td>7.82</td>
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<tr>
<td>Child Care</td>
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<td>34.56</td>
<td>94,580</td>
<td>2.72</td>
<td>93,017</td>
<td>2.66</td>
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<td>Developmental Disabilities</td>
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<td>66,490</td>
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<td>110,046</td>
<td>1.95</td>
<td>107,315</td>
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<tr>
<td>Computer Operator</td>
<td>30,543</td>
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<td>103,532</td>
<td>2.02</td>
<td>102,652</td>
<td>2.01</td>
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</tr>
<tr>
<td>Data Entry Operator</td>
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<td>32.84</td>
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<td>4.12</td>
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<td>Computer Programmer</td>
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<td>184,136</td>
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<tr>
<td>Hotel &amp; Restaurant Mgmt.</td>
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<td>80,884</td>
<td>2.35</td>
<td>2,517</td>
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<td>Conditioned Air</td>
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<td>Auto Body</td>
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<td>Bricklaying</td>
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<td>90,655</td>
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<td>331,598</td>
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<td>78,377</td>
<td>1.77</td>
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<td>Machine Drafting</td>
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<td>31.50</td>
<td>78,175</td>
<td>2.82</td>
<td>74,593</td>
<td>2.09</td>
<td>2,368</td>
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<tr>
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<td>41.73</td>
<td>95,216</td>
<td>2.82</td>
<td>78,313</td>
<td>2.81</td>
<td>1,877</td>
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<td>Electronics Maint.</td>
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<td>107,567</td>
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<td>76,800</td>
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<td>69,791</td>
<td>4.32</td>
<td>69,379</td>
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<td>91,735</td>
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<td>21,257</td>
<td>2.89</td>
<td>2,849</td>
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<td>56,087</td>
<td>2.00</td>
<td>2,079</td>
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<td>16.64</td>
<td>59,535</td>
<td>3.58</td>
<td>56,053</td>
<td>3.41</td>
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<td>Phlebotomist</td>
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<td>3.06</td>
<td>11,385</td>
<td>4.72</td>
<td>11,333</td>
<td>4.75</td>
<td>3,704</td>
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<td>736</td>
<td>9.95</td>
<td>725</td>
<td>9.80</td>
<td>6,042</td>
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### Des Moines Area Community College

**COST SUMMARY BY PROGRAM FOR FISCAL YEAR 1980-81**

**PREPARED BY BUSINESS OFFICE  8-7-81**

<table>
<thead>
<tr>
<th>PROGRAM</th>
<th>CONTACT HOURS</th>
<th>FTE</th>
<th>TOTAL COST W/ C/O</th>
<th>COST PER HOUR W/ C/O</th>
<th>COST PER FTE W/ C/O</th>
<th>TOTAL COST W/ C/O</th>
<th>COST PER HOUR W/ C/O</th>
<th>COST PER FTE W/ C/O</th>
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<tr>
<td>Commercial Art-Prod. Artist</td>
<td>2,186</td>
<td>3.57</td>
<td>10,567</td>
<td>4.83</td>
<td>2,960</td>
<td>10,516</td>
<td>4.81</td>
<td>2,946</td>
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<tr>
<td>Commercial Art-Airbrush Art.</td>
<td>2,042</td>
<td>3.34</td>
<td>9,640</td>
<td>4.72</td>
<td>2,886</td>
<td>9,598</td>
<td>4.70</td>
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<td>Communication System Oper.</td>
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<td>.39</td>
<td>1,241</td>
<td>5.94</td>
<td>3,182</td>
<td>1,230</td>
<td>5.89</td>
<td>3,154</td>
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<td>Apprentice</td>
<td>14,082</td>
<td>26.08</td>
<td>38,201</td>
<td>2.71</td>
<td>1,465</td>
<td>37,851</td>
<td>2.69</td>
<td>1,451</td>
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<td>Corr. Secretary-Ankeny</td>
<td>21,067</td>
<td>31.47</td>
<td>73,304</td>
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<td>2,329</td>
<td>72,658</td>
<td>3.45</td>
<td>2,309</td>
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<td>28.87</td>
<td>43,416</td>
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<td>1,504</td>
<td>42,924</td>
<td>2.21</td>
<td>1,487</td>
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<td>2,501</td>
<td>52,191</td>
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<td>2,438</td>
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<td>2,329</td>
<td>48,743</td>
<td>3.17</td>
<td>2,282</td>
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<td>Electrical Occup.-Knoxville</td>
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<td>18.13</td>
<td>37,233</td>
<td>2.85</td>
<td>2,054</td>
<td>36,336</td>
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<td>Auto Spec.-Align. &amp; Brakes</td>
<td>1,284</td>
<td>2.25</td>
<td>6,266</td>
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<td>2,785</td>
<td>6,234</td>
<td>4.86</td>
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<td>1.44</td>
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<td>4.82</td>
<td>2,961</td>
<td>4,243</td>
<td>4.80</td>
<td>2,947</td>
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<td>Auto Spec.-Eng. Ovrhaul-Tune</td>
<td>2,799</td>
<td>4.58</td>
<td>13,431</td>
<td>4.80</td>
<td>2,933</td>
<td>13,368</td>
<td>4.78</td>
<td>2,919</td>
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<td>Bookkeeping Clerk</td>
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<td>2,408</td>
<td>4.72</td>
<td>2,833</td>
<td>2,397</td>
<td>4.70</td>
<td>2,820</td>
</tr>
</tbody>
</table>

**CAREER EDUCATION TOTAL**  2,586,949  3,692.59  8,264,151  3.19  2,238  7,820,186  3.02  2,118

**STUDENT LIFE SUPERVISED:**

| CDC         | 21,919 | 20.29 | 203,977 | 9.31 | 10,053 | 203,006 | 9.26 | 10,005 |

**ADULT EDUCATION:**

| Adult Basic Ed | 341,031 | 631.54 | 904,363 | 2.65 | 1,432 | 894,862 | 2.62 | 1,417 |
| High School Completion | 63,800 | 118.15 | 227,672 | 3.57 | 1,927 | 220,737 | 3.46 | 1,868 |
| Drinking Drivers  | 18,408 | 17.04 | 52,088 | 2.83 | 3,057 | 51,738 | 2.79 | 3,016 |
| Continuing Ed     | 137,842 | 146.15 | 326,978 | 2.07 | 2,237 | 322,162 | 2.04 | 2,208 |

**SUB TOTAL**  581,081  912.88  1,511,101  2.60  1,655  1,489,612  2.56  1,632

| Supplemental | 452,466 | 758.58 | 1,330,343 | 2.94 | 1,754 | 1,311,672 | 2.90 | 1,729 |
| Nurse Aide/Orderly | 22,680 | 31.50 | 43,867 | 1.93 | 1,393 | 43,387 | 1.91 | 1,373 |

**ADULT EDUCATION TOTAL**  1,056,227  1,702.96  2,885,311  2.73  1,694  2,844,523  2.69  1,670

**GRAND TOTAL**  4,922,564  7,544.67  15,091,129  3.07  2,000  14,540,996  2.95  1,927

**INDIRECT COSTS:**

| Administration | 4,922,564 | 7,544.67 | 635,771 | .13 | 84 | 633,430 | .13 | 84 |
| Student Life   | 4,922,564 | 7,544.67 | 1,524,374 | .31 | 202 | 1,522,333 | .31 | 202 |
| Learning Resources | 4,922,564 | 7,544.67 | 618,550 | .12 | 82 | 559,954 | .11 | 74 |
| Physical Plant  | 4,922,564 | 7,544.67 | 1,458,745 | .30 | 193 | 1,419,473 | .29 | 188 |
| General Institutional | 4,922,564 | 7,544.67 | 1,436,037 | .29 | 190 | 1,397,031 | .28 | 185 |
## AUXILIARY AND AGENCY FUNDS
### ACCOUNT STATUS
#### June 30, 1981

<table>
<thead>
<tr>
<th>ACCOUNT CATEGORY</th>
<th>BAL. FWD. 7/1/80</th>
<th>FYD RECEIPTS</th>
<th>FYD DISBURSEMENTS</th>
<th>ACCT. BAL. 6/30/81</th>
</tr>
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<tbody>
<tr>
<td>Student Activities Related</td>
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<td>$280,679.27</td>
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<td>$64,412.76</td>
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<tr>
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<td>1,483,354.39</td>
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<td>123,295.34</td>
<td>124,647.18</td>
<td>18,598.94</td>
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<tr>
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<td><strong>$1,952,793.96</strong></td>
<td><strong>$2,040,131.72</strong></td>
<td><strong>$57,402.19</strong></td>
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<td>ACCT. NO.</td>
<td>ACCOUNT NAME</td>
<td>BALANCE FORWARD 7/1/80*</td>
<td>FYD RECEIPTS</td>
<td>FYD DISBURSEMENTS</td>
</tr>
<tr>
<td>-----------</td>
<td>------------------------------------</td>
<td>-------------------------</td>
<td>--------------</td>
<td>-------------------</td>
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<tr>
<td>00-3001-03</td>
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<td>00-3002-01</td>
<td>Student Union/Urban</td>
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<td>Student Union/Ankeny</td>
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<td>Identification Cards</td>
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<td>00-3005-03</td>
<td>Student Affairs</td>
<td>12,017.24</td>
<td>-0-</td>
<td>5,931.90</td>
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<td>00-3006-03</td>
<td>Campus Chronicle</td>
<td>2,919.20</td>
<td>11,374.93</td>
<td>13,471.55</td>
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<td>00-3007-03</td>
<td>Intramurals &amp; Athletics</td>
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<td>5,486.53</td>
<td>5,486.53</td>
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<td>00-3009-03</td>
<td>Dances</td>
<td>-0-</td>
<td>3,226.29</td>
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<td>Ticket Sales</td>
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<td>16,660.33</td>
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<td>Conference</td>
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<td>4,226.71</td>
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<td>Publications Advertising</td>
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<td>Carroll Student Activity</td>
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<td>Boone Athletic Conc.</td>
<td>5,284.32</td>
<td>3,655.14</td>
<td>3,057.59</td>
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<td>Boone Athletic Dept.</td>
<td>(791.49)</td>
<td>16,246.47</td>
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<td>Boone General Activity</td>
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<td>Boone Student Publ.</td>
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<td>3,994.90</td>
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<td>Creative Writing</td>
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**TOTALS**

$75,586.88  $280,679.27  $291,853.39  $64,412.76
### INSTRUCTIONAL RELATED

<table>
<thead>
<tr>
<th>CT. NO.</th>
<th>ACCOUNT NAME</th>
<th>BALANCE 7/1/80</th>
<th>FYD RECEIPTS</th>
<th>FYD DISBURSEMENTS</th>
<th>ACCOUNT 6/30/81</th>
</tr>
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<tbody>
<tr>
<td>00-1002-03</td>
<td>ABE Workshop</td>
<td>$(1,538.14)</td>
<td>3,949.22</td>
<td>3,113.93</td>
<td>$(702.85)</td>
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<tr>
<td>00-1003-03</td>
<td>College Level Exam. Prog.</td>
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<td>305.00</td>
<td>509.91</td>
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<td>0--</td>
<td>1,473.47</td>
<td>(2,367.21)</td>
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<td>I.A.C.U.B.O.</td>
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**TOTALS**

$51,360.74  $1,483,354.39  $1,568,210.52  $(33,495.39)

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<th>BALANCE 7/1/80</th>
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<th>FYD DISBURSEMENTS</th>
<th>ACCOUNT BALANCE 6/30/81</th>
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<td>82.20</td>
<td>150.00</td>
<td>102.83</td>
<td>129.37</td>
</tr>
<tr>
<td>00-6071-06</td>
<td>Boone Assn. Nurse Stud.</td>
<td>32.00</td>
<td>-0-</td>
<td>32.00</td>
<td>-0-</td>
</tr>
<tr>
<td>00-6072-03</td>
<td>Black Alliance</td>
<td>-0-</td>
<td>647.00</td>
<td>666.89</td>
<td>(19.89)</td>
</tr>
<tr>
<td>00-6074-03</td>
<td>Electrolytes</td>
<td>-0-</td>
<td>150.00</td>
<td>14.80</td>
<td>135.20</td>
</tr>
<tr>
<td>00-6073-06</td>
<td>Boone Drill Team Club</td>
<td>-0-</td>
<td>65.00</td>
<td>56.00</td>
<td>9.00</td>
</tr>
</tbody>
</table>

**TOTALS**  
$19,950.78  
$123,295.34  
$124,647.18  
$18,598.94
### DES MOINES AREA COMMUNITY COLLEGE
#### CASH POSITION REPORT
August 31, 1981

<table>
<thead>
<tr>
<th>GENERAL, AGENCY, AUXILIARY, SCHOLARSHIP &amp; LOAN FUNDS</th>
<th>SPECIAL PLANT FUND</th>
<th>SINKING VOTED TAX FUND</th>
</tr>
</thead>
<tbody>
<tr>
<td>CASH IN BANK - INTEREST BEARING CHECKING:</td>
<td>ANKENY NATIONAL</td>
<td>BANKERS TRUST</td>
</tr>
<tr>
<td>Bal. Fwd. August 1, 1981</td>
<td>$(1,097,193)</td>
<td>$68,239</td>
</tr>
<tr>
<td>Plus Receipts - August</td>
<td>849,056</td>
<td>596,109</td>
</tr>
<tr>
<td>Less Disbursements - August</td>
<td>$1,544,477</td>
<td>603,190</td>
</tr>
<tr>
<td>Cash in Bank August 31, 1981 (B)</td>
<td>$(1,782,614)</td>
<td>$61,158</td>
</tr>
</tbody>
</table>

### INVESTMENTS:

#### SAVINGS ACCOUNTS:

| Sinking Fund | $35,687 |

#### CD's

| Sinking Fund | $35,687 |

| Sinking Fund | $35,687 |

- **8% due 1-25-82 (Arch. Draft Club)**
- **14.5% due 9-7-81**
- **Various 3 year loan**
- **7.25% due 10-15-81 (5 year loan)**
- **16 1/8% due 2-9-82**
- **8.00% due 12-15-82**
- **16% due 12-15-81**

**TOTAL CD's**

| $106,000 | $2,559,800 |

**TOTAL CASH & INVESTMENTS**

| $$(1,676,614) | $2,620,958 | $35,687 |

### Footnotes:

(A) CD for $105,000 includes following investments:
- Student Activities $38,600
- Student Union $41,100
- Eugene Young Loan Fund $25,300

(B) Deficit covered in part by stamped warrant of $779,744. This borrowed amount was paid back plus balance of deficit with a deposit made September 1st. Interest expense on stamped warrant was $8,927 or 11½%. 

## DES MOINES AREA COMMUNITY COLLEGE
### BUDGET BALANCE REPORT

**August 31, 1981**

### AMOUNT WORKING EXPENDED OR RECEIVED ENCUMBERED BALANCE

#### GENERAL FUND DISBURSEMENTS:

<table>
<thead>
<tr>
<th>Department</th>
<th>Budget</th>
<th>Worked</th>
<th>Expended</th>
<th>Received</th>
<th>Encumbered</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arts &amp; Sciences</td>
<td>$2,216,479</td>
<td>$373,741</td>
<td>$6,332</td>
<td>$1,836,405</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Career Education</td>
<td>5,060,077</td>
<td>754,350</td>
<td>82,088</td>
<td>4,223,639</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Career Development Center</td>
<td>176,274</td>
<td>28,633</td>
<td>-0-</td>
<td>147,641</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Adult Education</td>
<td>1,946,016</td>
<td>268,493</td>
<td>5,614</td>
<td>1,671,909</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Instructional Administration</td>
<td>327,191</td>
<td>49,266</td>
<td>1,552</td>
<td>276,373</td>
<td></td>
<td></td>
</tr>
<tr>
<td>General Administration</td>
<td>692,709</td>
<td>104,368</td>
<td>1,969</td>
<td>586,372</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Student Services</td>
<td>1,377,966</td>
<td>235,843</td>
<td>2,433</td>
<td>1,139,690</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Learning Resources</td>
<td>510,121</td>
<td>88,647</td>
<td>13,809</td>
<td>406,765</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Physical Plant</td>
<td>1,969,383</td>
<td>264,186</td>
<td>124,114</td>
<td>1,581,083</td>
<td></td>
<td></td>
</tr>
<tr>
<td>General Institution</td>
<td>1,696,424</td>
<td>202,350</td>
<td>226,287</td>
<td>1,267,787</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>SUB TOTAL</strong></td>
<td>$15,972,640</td>
<td>$2,369,877</td>
<td>-464,198</td>
<td>$13,138,564</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### RESTRICTED CURRENT FUND

<table>
<thead>
<tr>
<th>Program</th>
<th>Budget</th>
<th>Worked</th>
<th>Expended</th>
<th>Received</th>
<th>Encumbered</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Newton-Special Needs</td>
<td>19,270</td>
<td>-0-</td>
<td>-0-</td>
<td>-0-</td>
<td>19,270</td>
<td></td>
</tr>
<tr>
<td>DPI - ESL #2</td>
<td>59,617</td>
<td>31,910</td>
<td>422</td>
<td>-0-</td>
<td>27,285</td>
<td></td>
</tr>
<tr>
<td>ESL HMONG</td>
<td>3,036</td>
<td>822</td>
<td>-0-</td>
<td>-0-</td>
<td>2,214</td>
<td></td>
</tr>
<tr>
<td>Homemaker Health Aids - HHS</td>
<td>12,155</td>
<td>1,138</td>
<td>-0-</td>
<td>-0-</td>
<td>11,017</td>
<td></td>
</tr>
<tr>
<td>Homemaker Health Aids - DPI</td>
<td>984</td>
<td>1,019</td>
<td>-0-</td>
<td>-0-</td>
<td>35</td>
<td></td>
</tr>
<tr>
<td>Title III - SDIP - Student Life</td>
<td>20,602</td>
<td>-0-</td>
<td>-0-</td>
<td>-0-</td>
<td>20,602</td>
<td></td>
</tr>
<tr>
<td>Nurse Capitation - FY 81 Ext.</td>
<td>24,821</td>
<td>6</td>
<td>-0-</td>
<td>-0-</td>
<td>24,815</td>
<td></td>
</tr>
<tr>
<td>STRIVE LEA PROJECT</td>
<td>56,875</td>
<td>1,267</td>
<td>-0-</td>
<td>-0-</td>
<td>55,608</td>
<td></td>
</tr>
<tr>
<td>Special Needs Coord.</td>
<td>10,086</td>
<td>-0-</td>
<td>-0-</td>
<td>-0-</td>
<td>10,086</td>
<td></td>
</tr>
<tr>
<td>Teacher Aids - FY 82</td>
<td>9,374</td>
<td>693</td>
<td>-0-</td>
<td>-0-</td>
<td>8,681</td>
<td></td>
</tr>
<tr>
<td>Special Needs - In Service</td>
<td>10,400</td>
<td>456</td>
<td>-0-</td>
<td>-0-</td>
<td>9,944</td>
<td></td>
</tr>
<tr>
<td>Social Service Training</td>
<td>5,760</td>
<td>5,977</td>
<td>-0-</td>
<td>(217)</td>
<td>14,566</td>
<td></td>
</tr>
<tr>
<td>Computer Basic Skills</td>
<td>2,721</td>
<td>-0-</td>
<td>-0-</td>
<td>-0-</td>
<td>2,721</td>
<td></td>
</tr>
<tr>
<td>Public Service Employment</td>
<td>20,891</td>
<td>6,325</td>
<td>-0-</td>
<td>-0-</td>
<td>14,566</td>
<td></td>
</tr>
<tr>
<td>Curriculum for Handicapped</td>
<td>17,411</td>
<td>5,029</td>
<td>-0-</td>
<td>-0-</td>
<td>12,382</td>
<td></td>
</tr>
<tr>
<td>Teacher Aids - FY 81 Ext.</td>
<td>-0-</td>
<td>1,351</td>
<td>-0-</td>
<td>(1,351)</td>
<td>-0-</td>
<td></td>
</tr>
<tr>
<td>Data Proc. - A State Plan</td>
<td>5,080</td>
<td>3,623</td>
<td>-0-</td>
<td>-0-</td>
<td>1,457</td>
<td></td>
</tr>
<tr>
<td>DPI Software Project</td>
<td>26,482</td>
<td>4,560</td>
<td>-0-</td>
<td>-0-</td>
<td>21,922</td>
<td></td>
</tr>
<tr>
<td>Diesel Tractor Research</td>
<td>22,421</td>
<td>14,706</td>
<td>-0-</td>
<td>-0-</td>
<td>7,715</td>
<td></td>
</tr>
<tr>
<td>Title 3 - SDIP - Instruct.</td>
<td>40,560</td>
<td>50</td>
<td>856</td>
<td>39,654</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Title 3 - SDIP - Research &amp; Devel.</td>
<td>63,838</td>
<td>-0-</td>
<td>-0-</td>
<td>63,838</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mitchelville SN Project</td>
<td>7,309</td>
<td>3,238</td>
<td>-0-</td>
<td>-0-</td>
<td>4,071</td>
<td></td>
</tr>
<tr>
<td>Construction Acquaintance</td>
<td>12,168</td>
<td>4,628</td>
<td>-0-</td>
<td>-0-</td>
<td>7,540</td>
<td></td>
</tr>
<tr>
<td><em>CETA Class Size</em>**</td>
<td>411,706</td>
<td>50,301</td>
<td>-0-</td>
<td>-0-</td>
<td>361,405</td>
<td></td>
</tr>
<tr>
<td><strong>SUB TOTAL</strong></td>
<td>$863,567</td>
<td>137,099</td>
<td>1,278</td>
<td>725,190</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>GRAND TOTAL GENERAL FUND DISB.</strong></td>
<td>$16,836,207</td>
<td>$2,506,976</td>
<td>$465,476</td>
<td>$13,863,754</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### GENERAL FUND REVENUE

<table>
<thead>
<tr>
<th>Revenues</th>
<th>Budget</th>
<th>Worked</th>
<th>Expended</th>
<th>Received</th>
<th>Encumbered</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund Current</td>
<td>$16,211,489</td>
<td>$979,846</td>
<td>-0-</td>
<td>$15,231,643</td>
<td></td>
</tr>
<tr>
<td>Restricted Current Fund</td>
<td>863,567</td>
<td>62,490</td>
<td>-0-</td>
<td>801,077</td>
<td></td>
</tr>
<tr>
<td><strong>SUB TOTAL</strong></td>
<td>$17,075,056</td>
<td>1,042,336</td>
<td>16,032,720</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fund Balance Revenue</td>
<td>(238,849)</td>
<td>(238,849)</td>
<td>(238,849)</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>GRAND TOTAL GENERAL FUND REVENUE</strong></td>
<td>$16,836,207</td>
<td>$1,042,336</td>
<td>16,032,720</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### PLANT FUND DISBURSEMENTS**

<table>
<thead>
<tr>
<th>Program</th>
<th>Budget</th>
<th>Worked</th>
<th>Expended</th>
<th>Received</th>
<th>Encumbered</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund Revenue</td>
<td>$5,606,866</td>
<td>$836,170</td>
<td>-0-</td>
<td>$4,770,696</td>
<td></td>
</tr>
<tr>
<td>Fund Revenue</td>
<td>$2,975,581</td>
<td>$188,358</td>
<td>-0-</td>
<td>$2,787,223</td>
<td></td>
</tr>
</tbody>
</table>

*Published General Fund Budget $18,008,774 (without Tort & Unemployment Compensation)

**Published Plant Fund Budget $5,606,866

***CETA Class Size Budget includes $302,140 for Federal Fiscal Year 1982, which is pending being reduced.

Expense Budget above does not include FY 82 salary adjustment approximating $300,000.
## GENERAL FUND

### DETAIL OF REVENUE

August 31, 1981

<table>
<thead>
<tr>
<th>General Fund Revenue</th>
<th>Working Budget</th>
<th>Amount Received</th>
<th>Budget Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Tuition &amp; Fees:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Student Fees</strong></td>
<td>$480,283</td>
<td>$115,764</td>
<td>$364,519</td>
</tr>
<tr>
<td><strong>Tuition:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Arts &amp; Science</td>
<td>1,468,735</td>
<td>367,152</td>
<td>1,101,583</td>
</tr>
<tr>
<td>Career Education</td>
<td>1,495,408</td>
<td>396,387</td>
<td>1,099,021</td>
</tr>
<tr>
<td>Adult Ed</td>
<td>775,600</td>
<td>50,777</td>
<td>724,823</td>
</tr>
<tr>
<td>Secondary</td>
<td>71,500</td>
<td></td>
<td>71,500</td>
</tr>
<tr>
<td><strong>Local Support:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Property Taxes-Operation</td>
<td>2,110,256</td>
<td>36,753</td>
<td>2,073,503</td>
</tr>
<tr>
<td>Property Taxes-Unemployment</td>
<td>378,196</td>
<td>864</td>
<td>377,332</td>
</tr>
<tr>
<td>Property Taxes-Tort Liability</td>
<td>39,808</td>
<td>585</td>
<td>39,223</td>
</tr>
<tr>
<td><strong>State Support:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>General Aid</td>
<td>6,914,837</td>
<td></td>
<td>6,914,837</td>
</tr>
<tr>
<td>Vocational Aid</td>
<td>1,210,584</td>
<td></td>
<td>1,210,584</td>
</tr>
<tr>
<td>Energy Appropriation</td>
<td>66,900</td>
<td></td>
<td>66,900</td>
</tr>
<tr>
<td>Salary Adjustment</td>
<td>500,000</td>
<td></td>
<td>500,000</td>
</tr>
<tr>
<td><strong>Federal Support:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Title II - Library</td>
<td>3,800</td>
<td></td>
<td>3,800</td>
</tr>
<tr>
<td>Vocational Aid</td>
<td>310,569</td>
<td></td>
<td>310,569</td>
</tr>
<tr>
<td>Workstudy</td>
<td>72,000</td>
<td></td>
<td>72,000</td>
</tr>
<tr>
<td>Special Needs-CEC</td>
<td>60,592</td>
<td></td>
<td>60,592</td>
</tr>
<tr>
<td>ABE</td>
<td>132,283</td>
<td></td>
<td>132,283</td>
</tr>
<tr>
<td>Other</td>
<td>4,000</td>
<td></td>
<td>4,000</td>
</tr>
<tr>
<td>Total &quot;2&quot; Fund</td>
<td>863,567</td>
<td>62,490</td>
<td>801,077</td>
</tr>
<tr>
<td><strong>Sales &amp; Services:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rental of Facilities</td>
<td>40,000</td>
<td>2,100</td>
<td>37,900</td>
</tr>
<tr>
<td><strong>Other Income:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Interest</td>
<td>5,000</td>
<td>1,155</td>
<td>3,845</td>
</tr>
<tr>
<td>Assessments</td>
<td>7,100</td>
<td>745</td>
<td>6,355</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>29,038</td>
<td>789</td>
<td>28,249</td>
</tr>
<tr>
<td>Sale of Fixed Assets</td>
<td>35,000</td>
<td>6,775</td>
<td>28,225</td>
</tr>
</tbody>
</table>

**GRAND TOTAL**                           | $17,075,056    | $1,042,336     | $16,032,720
# GENERAL FUND INTERIM BALANCE SHEET

August 31, 1981

## ASSETS

### CASH & INVESTMENTS

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>101</td>
<td>Cash in Bank - Checking</td>
<td>$ (1,895,084)</td>
</tr>
<tr>
<td>102</td>
<td>Petty Cash - Ankeny Change Fund</td>
<td>27,759</td>
</tr>
<tr>
<td>103</td>
<td>Petty Cash - Boone Checking</td>
<td>7,552</td>
</tr>
<tr>
<td>119</td>
<td>Cash in Bank - Payroll</td>
<td>10,000</td>
</tr>
<tr>
<td>120</td>
<td>Returned Checks</td>
<td>4,313</td>
</tr>
<tr>
<td>122</td>
<td>Petty Cash - Change Funds</td>
<td>4,914</td>
</tr>
<tr>
<td>123</td>
<td>Registration, Change Funds</td>
<td>1,159</td>
</tr>
<tr>
<td>125</td>
<td>Cash Over or Short</td>
<td>(69)</td>
</tr>
<tr>
<td></td>
<td><strong>TOTAL CASH &amp; INVESTMENTS</strong></td>
<td><strong>$ (1,839,456)</strong></td>
</tr>
</tbody>
</table>

### ACCOUNTS RECEIVABLE

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>144</td>
<td>Due from State</td>
<td>138,263</td>
</tr>
<tr>
<td>145</td>
<td>Due from Federal</td>
<td>506,476</td>
</tr>
<tr>
<td>146</td>
<td>Due from Others</td>
<td>378,667</td>
</tr>
<tr>
<td>148</td>
<td>Financial Aids Receivables</td>
<td>199,402</td>
</tr>
<tr>
<td></td>
<td>Budget FY 82 - Revenue</td>
<td>$17,075,056</td>
</tr>
<tr>
<td></td>
<td>Less Amount Received</td>
<td>1,042,336</td>
</tr>
<tr>
<td></td>
<td><strong>Balance to Receive</strong></td>
<td><strong>16,032,720</strong></td>
</tr>
</tbody>
</table>

**TOTAL ACCOUNTS RECEIVABLE**

### INVENTORIES/STUDENT HOUSES

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>161</td>
<td>Expendable Supplies</td>
<td>42,881</td>
</tr>
<tr>
<td>162</td>
<td>Auto Parts</td>
<td>22,995</td>
</tr>
<tr>
<td>169</td>
<td>Student Houses &amp; Lots</td>
<td>329,677</td>
</tr>
</tbody>
</table>

**TOTAL INVENTORIES/ HOUSES**

**TOTAL ASSETS**

$15,811,625
## DES MOINES AREA COMMUNITY COLLEGE
### GENERAL FUND INTERIM BALANCE SHEET

**August 31, 1981**

**- - LIABILITIES & FUND BALANCE - -**

<table>
<thead>
<tr>
<th>CURRENT LIABILITIES</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>201/203/205/210 Accounts Payable</td>
<td>$394,355</td>
</tr>
<tr>
<td>Budget Expenditures FY 81</td>
<td>$16,836,207</td>
</tr>
<tr>
<td>Less Expended to Date</td>
<td>2,506,976</td>
</tr>
<tr>
<td>Balance to be expended</td>
<td>14,329,231</td>
</tr>
<tr>
<td><strong>TOTAL ACCOUNTS PAYABLE</strong></td>
<td><strong>$14,723,586</strong></td>
</tr>
<tr>
<td>271 Deferred Income</td>
<td>71,265</td>
</tr>
<tr>
<td><strong>TOTAL LIABILITIES</strong></td>
<td><strong>$14,794,851</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>FUND BALANCE</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>311 Unrestricted</td>
<td></td>
</tr>
<tr>
<td>Balance Forward 7-1-81</td>
<td>687,950</td>
</tr>
<tr>
<td>FY 82 Budget Expenditures</td>
<td>16,836,207</td>
</tr>
<tr>
<td>Less FY 81 Budget Revenue</td>
<td>17,075,056</td>
</tr>
<tr>
<td>Net Expenses over Rev.</td>
<td>238,849</td>
</tr>
<tr>
<td>Projected Fund Balance 6-30-82</td>
<td>926,799</td>
</tr>
<tr>
<td>314 Restricted for Unemployment Compensation</td>
<td>89,975</td>
</tr>
<tr>
<td><strong>TOTAL FUND BALANCE</strong></td>
<td><strong>1,016,774</strong></td>
</tr>
<tr>
<td><strong>TOTAL LIABILITIES &amp; FUND BALANCE</strong></td>
<td><strong>$15,811,625</strong></td>
</tr>
</tbody>
</table>
DES MOINES AREA COMMUNITY COLLEGE
Regular Meeting
Monday, August 10, 1981
Room 122 C – Urban Campus
1100 – 7th St., Des Moines

AGENDA

4:30 P.M. CALL TO ORDER

1. APPROVAL OF TENTATIVE AGENDA

2. PUBLIC COMMENTS

3. APPROVAL OF MINUTES – July 9 special meeting; July 13 regular meeting; July 13 public hearing; special meetings of July 21, July 28, July 30, July 31, and August 4.

4. REPORTS AND INFORMATION
   a. ICASB
   b. Legislation/area superintendents/funding request
   c. Enrollment for FY81 – Bengtson
   d. Proposed General Motors dealership training program – Bennett
   e. Monthly financial – Snyders
   f. Achievement of FY 81 Objectives – Lowery

5. NEW BUSINESS
   a. Personnel report.
   b. Termination of specially funded contracts.
   c. Consideration of individual salaries for 1981-82.
   d. Approval of hourly rate schedule for part-time classified personnel.
   e. Consideration of offers to purchase student constructed house located at 1110 SE Rio, Ankeny.
   f. Consideration of offers to purchase student constructed house located at 1929 Joan Avenue, Carroll, Iowa.
   g. Final acceptance of contract completion for re-roofing buildings #4 (science) and #10 (industrial manufacturing), and approval of final 10% payment in the amount of $10,528.70, to be made 31 days following acceptance.
   h. Approval to begin moving into buildings #1 and #5 in April 1982.

6. PRESENTATION OF CLAIMS AND ACCOUNTS

7. ADJOURNMENT