

Des Moines Area Community College

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Board of Directors Meeting Minutes

7-9-1981

Board of Directors Meeting Minutes (July 9, 1981)

DMACC

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Des Moines Area Community College
2006 South Ankeny Boulevard
Ankeny, Iowa 50021

SPECIAL MEETING
JULY 9, 1981

A special meeting of the Des Moines Area Community College Board of Directors was held in the Sioux City Room, Marriott Hotel, 700 Grand Avenue, Des Moines, Iowa on July 9, 1981, for the purpose of reviewing the process for hiring a new DMACC Superintendent/President.

ROLL CALL

Members present: Ray Clark Theodore Nemmers
Murray Goodman Jasper Risdal
Georganne Garst Donald Rowen
Eldon Leonard Walter A. Stover, Jr.

Members absent: Herbert Ritland

Others present: Irv Steinberg, Board Secretary
Steve Baker, College Relations Comm. Specialist
David Pointz, ACCT Consultant
Jim Tatum, ACCT Consultant

APPROVAL OF
TENTATIVE
AGENDA

It was moved by Ray Clark, seconded by Murray Goodman, that the tentative agenda be approved as published. The motion was passed unanimously.

REVIEW WITH
ACCT CONSULTANTS
OF SUPERINTENDENT/
PRESIDENT HIRING
PROCESS

A general discussion and review was held between the Board members and above named consultants of the Association of Community College Trustees (ACCT) concerning the process for screening applications received for the DMACC Superintendent/President position.

ADJOURNMENT

It was moved by Ray Clark, seconded by Murray Goodman, that the meeting be adjourned. Motion passed and the meeting adjourned at 8:35 p.m.

Eldon Leonard
ELDON LEONARD, President

Irv Steinberg
IRV STEINBERG, Secretary

FACT SHEET ON THE HIRING PROCESS FOR THE NEW PRESIDENT OF DMACC

Tonight's meeting will be a general discussion between the Board of Directors and representatives of the Association of Community College Trustees (ACCT) on how the process is progressing.

By July 10, the ACCT will narrow the field to 25 candidates. On this date, the Presidential Search Committee will narrow these 25 to 10 candidates (five alternates and five finalists).

These five finalists will meet individually with the Board July 27-August 1. These meetings will be held from 7-9 each evening.

The Board of Directors will name the new President from this field of five finalists.

We hope to have the new President on board by September 1, 1981.

A summary of the services provided by the ACCT can be found on the following page.

SUMMARYACCT SEARCH

ACCT Professional Search Team meets with the board and/or the district/ college advisory/search committee to:

- a. agree on policies, procedures, deadlines, duties and responsibilities of the board, the advisory/search committee, and the ACCT team
- b. set a calendar for actions by the board, the advisory/search committee, and the ACCT team
- c. determines qualifications which will be required, and those which will be preferred for applicants
- d. assist in the preparation of advertisements and the brochure for national distribution

The ACCT team will provide the college with sample form letters which may be adapted to communicate with applicants and nominees.

It will translate qualifications into criteria for evaluating applicants.

It will provide the board's designee with a list of agencies, organizations, and institutions to supplement the district/college affirmative action plan.

It will read and evaluate all completed applications and work with the district/college advisory/search committee on recommendations.

It will do a preliminary check on references by telephone.

It will supply a list of all applicants and nominees with action taken to the board.

It will provide the board with suggested questions (possible answers in the area of educational trends) to supplement their own for the interviews.

At the board's request, suggest procedure and time allotment for interviews.

The Executive Director of ACCT will telephone both presidents and members of boards of trustees of the final candidates for additional and confidential information on those recommended for interviews.

Memorandum

**des moines area
community college**

2006 S. ANKENY BLVD., ANKENY, IOWA 50021

PHONE 964-6200

DATE July 6, 1981

TO All DMACC Board of Directors

Location

FROM Irv Steinberg, Board Secretary

Location

RE: Special Dinner Meeting, July 9, 1981

This is to remind you of the special dinner-Board meeting scheduled to be held at 7:00 p.m., Thursday, July 9, 1981 at the Marriott Hotel in downtown Des Moines (7th & Grand), in the Sioux City Room.

This meeting has been called to allow discussion with the consultants from the Association of Community College Trustees (ACCT) concerning the selection of the new Superintendent for DMACC.

Memorandum

**des moines area
community college**

2006 S. ANKENY BLVD., ANKENY, IOWA 50021

PHONE 964-6200

DATE July 7, 1981

TO News Media Concerned

FROM Irv Steinberg, DMACC Board Secretary *Irv Steinberg*
Location
Location

RE: Special DMACC Board Meeting

A Special Meeting of the Board of Directors of Des Moines Area Community College will be held on Thursday, July 9, 1981, in the Sioux City Room of the Marriott Hotel located at 700 Grand Ave., Des Moines, Iowa, starting with dinner at 7:00 p.m.

The meeting is being held to review with consultants from the Association of Community College Trustees the process for screening applications received for the DMACC Superintendent's position.

DES MOINES AREA COMMUNITY COLLEGE
Regular Meeting
Monday, July 13, 1981
Building #2 - Room #15 - Ankeny Campus

AGENDA

4:30 P.M. CALL TO ORDER

1. APPROVAL OF TENTATIVE AGENDA
2. PUBLIC COMMENTS
3. APPROVAL OF MINUTES - June 8 regular meeting
4. REPORTS
 - a. ICASB - Rowen
 - b. Monthly financial - Snyders
 - c. Legislation for 1982 -
 - d. Comparative Cost/Ankeny Campus Telephone System - Snyders
 - e. Funding formula - Lowery

5:30 P.M. PUBLIC HEARING ON RESURFACING OF PARKING LOT D

AWARD CONTRACT FOR RESURFACING OF PARKING LOT D

5. NEW BUSINESS
 - a. Presentation of preliminary plans for greenhouse project by architects.
 - b. Personnel report.
 - c. Renewal of institutional membership in the North Central Accreditation Association in the amount of \$1,310, for the period July 1, 1981 through June 30, 1982.
 - d. Approval of FY82 membership in Western Iowa Regional EDP Consortium (WIRC).
 - 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.
 - g. Approval of agreement with Eastern and Western Iowa Regional EDP Consortium whereby DMACC will act as their fiscal agent for FY82.
 - h. Approval of Treasurer's annual report.
 - i. Recommend approval of distribution of auxiliary profit non-discretionary funds, Ankeny campus, for FY81 and FY82 as follows:
 - 1/3 to tutoring & handicapped services
 - 1/3 to the peer assistant program
 - 1/6 to the alumni association
 - 1/6 to scholarships and grants.

- j. Approval to enter into a services agreement with H. Wiltsey & Associates for school year 1981-82.
 - k. Ratification of collective bargaining agreement between the college and the DMACCHEA.
 - l. Approval of staff salary plan.
6. OTHER
- a. Deadline for nomination papers to be submitted to DMACC Board Secretary for districts 2, 6, and 9 is 5:00 p.m., July 30.
7. PRESENTATION OF CLAIMS & ACCOUNTS
8. ADJOURNMENT