Board of Directors Meeting Minutes (August 13, 1979)

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The regular monthly meeting of the DMACC Board of Directors was held at the Hilltop Restaurant, 2820 Hubbell, Des Moines, Iowa, on August 13, 1979. The meeting was called to order by Board President Maurice Campbell at 5:35 p.m.

Members Present:  
Maurice Campbell  
Raymond Clark  
Murray Goodman  
Walter Hetzel  
Max Kreager  
Eldon Leonard  
Theodore Nemmers (arrived 5:37)  
Donald Rowen (arrived 5:37)  
Walter Stover, Jr. (arrived 6:05)

Members Absent: None

Others Present:  
Paul Lowery, Superintendent  
Gene Snyders, Vice President, Business Management and Board Secretary  
Various other DMACC staff and interested residents

It was moved by Eldon Leonard, seconded by Murray Goodman, that the tentative agenda be approved as published.

Motion passed as follows:

Ayes: Eldon Leonard  
Murray Goodman  
Raymond Clark  
Max Kreager  
Walter Hetzel  
Maurice Campbell

Nays: None

It was moved by Max Kreager, seconded by Raymond Clark, that the minutes of the regular board meeting of July 9, 1979, be approved as presented.

Motion passed as follows:

Ayes: Max Kreager  
Raymond Clark  
Eldon Leonard  
Murray Goodman  
Walter Hetzel  
Maurice Campbell
It was moved by Raymond Clark, seconded by Murray Goodman, that the minutes of the special board meeting of July 16, 1979, be approved as presented.

Motion passed as follows:

Ayes: Raymond Clark
      Murray Goodman
      Maurice Campbell
      Walter Hetzel
      Eldon Leonard
      Max Kreager

Nays: None

The year end financial reports for fiscal year 1978-79 and the monthly financial report were presented by Gene Snyders, Vice President for Business Management. A copy of the reports are attached (Attachment #1) hereto and made a part of these minutes.

It was moved by Walter Hetzel, seconded by Max Kreager, that the Board accept and approve the Award of Arbitrator (Attachment #2 to these minutes) as submitted by Peter Fenille, arbitrator, dated July 16, 1979.

Upon a roll call vote by President Campbell, the motion passed as follows:

Ayes: Walter Hetzel
      Max Kreager
      Eldon Leonard
      Maurice Campbell
      Murray Goodman
      Raymond Clark
      Theodore Nemmers
      Donald Rowen
      Walter Stover, Jr.

Nays: None

It was moved by Walter Stover, Jr., seconded by Theodore Nemmers, that the following personnel actions be approved:

Contract Change
a. Marine Betts, Director
   From $25,743.00 Annual to $26,480.00 Annual
   Effective July 1, 1979

Summer Contracts
a. Anita M. Ferguson
   Instructor, Nursing $2,473.00
b. Tom K. Nelson  
Instructor, Comm/Humanities  
$1,258.00

c. Linda K. Pederson  
Instructor, Fashion Merchandising  
$2,458.08

d. Carole L. Spicer  
Instructor, Nursing  
$2,125.85

**Status Changes**

a. Lyla Maynard, Instructor, Child Development  
   Full status, effective August 22, 1979

b. Alfred Curtis Vandivier, Jr., Counselor, Student Life  
   From Counselor (Annual Salary $18,437) to Coordinator, Employer Relations (Annual Salary $19,992.00)  
   Effective July 1, 1979

**Resignations**

a. Donna Zintz, Grant and Contract Specialist  
   Effective July 31, 1979

b. James H. Dye, Instructor, Related Subjects  
   Effective May 28, 1979

**New Personnel**

a. Ivan Eugene Brown, Labor Studies Assistant  
   Salary $800.00 monthly  
   Effective July 9, 1979

b. Deborah J. DeJong, Instructor, Health Sciences, Nursing  
   Lane 180-Level 2, Salary $11,700.00 annual  
   Effective July 31, 1979

c. Allan F. Demorest, Instructor, Health Care Administration  
   Lane 248-Level 7, Salary $9,986.00 annual (1/2)  
   Effective August 1, 1979

d. William Henry Hendrick, Instructor, Auto Mechanics  
   Lane 180-Level 5, Salary $16,630.00 annual  
   Effective July 30, 1979

   Lane 203-Level 6, Salary $17,967.00 annual  
   Effective August 16, 1979

f. Elaine Louise Sullivan, Instructor, Health Sciences, Nursing  
   Lane 180-Level 4.5, Salary $7,822.00 annual (3/5)  
   Effective September 4, 1979

g. Mary Christine Vest, Instructor, Health Sciences, Nursing  
   Lane 180-Level 1, Salary $8,932.00 annual (4/5)  
   Effective August 20, 1979

It was moved by Max Kreager, seconded by Murray Goodman, to amend the motion to include an amendment to the current contract between the Board of Des Moines Area Community College and Superintendent Paul Lowery to extend the current remaining two years on his contract to three years for fiscal 1980, 1981 and 1982 beginning July 1, 1979, and ending June 30, 1982.
Upon a roll call vote by President Campbell, the amendment passed as follows:

**Ayes:** Max Kreager  
Murray Goodman  
Walter Hetzel  
Maurice Campbell  
Raymond Clark  
Theodore Nemmers

**Nays:** Walter Stover, Jr.  
Donald Rowen  
Eldon Leonard

Whereupon, the President of the Board requested a roll call vote on the amended motion:

**Ayes:** Max Kreager  
Murray Goodman  
Walter Stover, Jr.  
Theodore Nemmers  
Raymond Clark  
Maurice Campbell  
Walter Hetzel  
Eldon Leonard  
Donald Rowen

**Nays:** None

Motion passed.

It was moved by Eldon Leonard, seconded by Raymond Clark, to approve faculty salaries for FY 1979-80 as listed on Attachment #3 to these minutes.

Motion passed as follows:

**Ayes:** Eldon Leonard  
Raymond Clark  
Max Kreager  
Murray Goodman  
Walter Stover, Jr.  
Theodore Nemmers  
Maurice Campbell  
Walter Hetzel  
Donald Rowen

**Nays:** None

It was moved by Eldon Leonard, seconded by Max Kreager, that the following employees under specially funded contracts be terminated effective September 30, 1979:
William Brandt  
Kenneth Collier  
Mary Ann Harpel  
Edward Keninger  
Janet Klinker  
George Nichols  
Charles Pardekooper  
Jon Robinson  
Madge Versteegh

Motion passed as follows:

Ayes: Eldon Leonard  
Max Kreager  
Donald Rowen  
Raymond Clark  
Maurice Campbell  
Murray Goodman  
Walter Hetzel  
Theodore Nemmers  
Walter Stover, Jr.

Nays: None

It was moved by Eldon Leonard, seconded by Walter Hetzel, that the base salary policy for secretarial/clerical employees as presented (Attachment #4) be approved.

Motion passed as follows:

Ayes: Eldon Leonard  
Walter Hetzel  
Max Kreager  
Donald Rowen  
Theodore Nemmers  
Walter Stover, Jr.  
Murray Goodman  
Raymond Clark  
Maurice Campbell

Nays: None

It was moved by Max Kreager, seconded by Theodore Nemmers, that the following staff positions requiring continuing contracts as described in Section 279.23 of the Code of Iowa be approved:

Superintendent/President  
Vice President, Student Life  
Vice President, Instruction  
Dean, Adult Education  
Dean, Arts & Sciences  
Dean, Career  
Dean, Media Center
Motion passed as follows:

Ayes: Max Kreager
    Theodore Nemmers
    Maurice Campbell
    Raymond Clark
    Murray Goodman
    Walter Stover, Jr.
    Donald Rowen
    Eldon Leonard
    Walter Hetzel

Nays: None

It was moved by Walter Stover, Jr., seconded by Murray Goodman, that approval be given to engage the firm of Deloitte, Haskins and Sells at a maximum of $9,000 for the purpose of assisting DMACC in the development of a financial management reporting system as specifically defined in their proposal July 12, 1979, and included as Attachment #5 to these minutes.

Motion passed as follows:

Ayes: Walter Stover, Jr.
    Murray Goodman
    Max Kreager
    Theodore Nemmers
    Walter Hetzel
    Raymond Clark
    Maurice Campbell
    Donald Rowen
    Eldon Leonard
Board President Maurice Campbell declared the regular board meeting recessed at 6:55 p.m. for the purpose of a dinner break.

The regular board meeting reconvened at 8:30 p.m. at the same location as previously held. All those Board members and staff who were present prior to the recess were again present at this time.

It was moved by Donald Rowen, seconded by Theodore Nemmers, that each of the 90 persons on the Administrative/Professional/Supervisory/Coordinators/Technical Salary Schedule be adjusted $367 above the amount approved at the June, 1979, board meeting consistent with the rationale contained in Attachment #6 to these minutes, and the Board provide $633 to be placed with the Superintendent's share ($367), giving the Superintendent a $1,000 special account per year with which to honor, recognize, and accommodate special groups such as student organizations, faculty, college council, etc. The Chairman of the Board will audit the account and it will be replenished July 1 of each year.

Upon a roll call vote by the President of the Board, the motion passed as follows:

Ayes: Donald Rowen
      Theodore Nemmers
      Eldon Leonard
      Walter Hetzel
      Max Kreager
      Maurice Campbell
      Raymond Clark
      Murray Goodman

Nays: Walter Stover, Jr.

It was moved by Walter Stover, seconded by Eldon Leonard, to postpone until a specific time for a special meeting on discussion of the entire subject contained in agenda item 7h, "Consideration of proposal regarding unified salary schedule."

Motion was defeated as follows:

Ayes: Walter Stover, Jr.
      Eldon Leonard

Nays: Theodore Nemmers
      Maurice Campbell
      Walter Hetzel
      Max Kreager
      Murray Goodman
      Raymond Clark
It was moved by Donald Rowen, seconded by Raymond Clark, that the firm of Davidson & Associates be contracted at $26,000 for the purpose of developing a unified salary program for all non-unit employees of DMACC and the Superintendent be empowered to sign the contract on behalf of the Board of Directors.

Motion passed as follows:

Ayes: Donald Rowen
     Raymond Clark
     Eldon Leonard
     Theodore Nemmers
     Maurice Campbell
     Walter Hetzel
     Max Kreager
     Murray Goodman

Nays: Walter Stover, Jr.

Director Theodore Nemmers introduced Resolution 79-15 (Attachment #7) entitled "Resolution Approving Sale of House" and moved its adoption. Director Donald Rowen seconded the motion to adopt. The roll being called, the vote was as follows:

Ayes: Theodore Nemmers
     Donald Rowen
     Walter Hetzel
     Max Kreager
     Murray Goodman
     Maurice Campbell
     Raymond Clark
     Walter Stover, Jr.
     Eldon Leonard

Nays: None

The Board President reported that the State Audit for FY 78 for Des Moines Area Community College had been received and by notice hereby in the official minutes is placed on file.

It was moved by Eldon Leonard, seconded by Donald Rowen, to approve renewal of the lease with Veterans Administration, Knoxville, for the period September 1, 1979, to August 31, 1982, at no charge to house the high school electrical trades program. All terms and conditions are the same as the current lease.

Motion passed as follows:

Ayes: Eldon Leonard
     Donald Rowen
     Maurice Campbell
     Murray Goodman
It was moved by Donald Rowen, seconded by Raymond Clark, that advisory committees for Career Education and Arts and Sciences programs for FY 80, as listed in Attachment #8 to these minutes, be approved.

Motion passed as follows:

Ayes: Donald Rowen
Raymond Clark
Theodore Nemmers
Max Kreager
Walter Stover, Jr.
Walter Hetzel
Murray Goodman
Maurice Campbell
Eldon Leonard

Nays: None

It was moved by Max Kreager, seconded by Raymond Clark, to approve institutional membership in North Central Association of College and Schools in the amount of $1,940, for the period July 1, 1979, to June 30, 1980.

Motion passed as follows:

Ayes: Max Kreager
Raymond Clark
Eldon Leonard
Maurice Campbell
Murray Goodman
Walter Hetzel
Walter Stover, Jr.
Theodore Nemmers
Donald Rowen

Nays: None

It was moved by Walter Stover, Jr., seconded by Theodore Nemmers, that the Board extend the same benefits to continuous part-time non-unit employees as negotiated for continuous unit employees.

Motion passed as follows:
Ayes: Walter Stover, Jr.
Theodore Nemmers
Donald Rowen
Walter Hetzel
Murray Goodman
Maurice Campbell
Eldon Leonard
Raymond Clark
Max Kreager

Nays: None

It was moved by Eldon Leonard, seconded by Donald Rowen, that the
Claims and Accounts as presented be approved. Copies attached hereto
and made a part of these minutes (Attachment #9).

Motion passed as follows:

Ayes: Eldon Leonard
Donald Rowen
Max Kreager
Raymond Clark
Maurice Campbell
Murray Goodman
Walter Hetzel
Theodore Nemmers
Walter Stover, Jr.

Nays: None

It was moved by Walter Stover, Jr., seconded by Eldon Leonard, that
the meeting be adjourned. Meeting adjourned at 10:16 p.m. after the
motion passed as follows:

Ayes: Walter Stover, Jr.
Eldon Leonard
Max Kreager
Raymond Clark
Walter Hetzel
Maurice Campbell
Raymond Clark
Theodore Nemmers
Donald Rowen

EUGENE R. SNYDER, Secretary

MAURICE A. CAMPBELL, President
DES MOINES AREA COMMUNITY COLLEGE  
CASH POSITION REPORT  
July 31, 1979.

General, Agency  
Auxiliary, Scholarship,  
and Loan Funds  
ANKENY STATE

<table>
<thead>
<tr>
<th></th>
<th>Special</th>
<th>Voted Tax</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Plant Fund</td>
<td>&amp; Sinking Fund</td>
</tr>
<tr>
<td></td>
<td>BANKERS TRUST</td>
<td>BANKERS TRUST</td>
</tr>
</tbody>
</table>

**July 1, 1979**  
$ (258,459.65)  
$ 4,302.46

**July 31, 1979**  
$ (77,811.35)  
$ 459.78

**Some of Deposit:**

- 30-80 (Student Act.) 20,000.00
- 16-80 (Student Act.) 6,368.18
- 31-79 1,000,000.00

**Deposits & Interest**

<table>
<thead>
<tr>
<th>Date</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>2-17-79</td>
<td>280,000.00</td>
</tr>
<tr>
<td>2-15-80</td>
<td>285,000.00</td>
</tr>
<tr>
<td>3-15-79</td>
<td>390,000.00</td>
</tr>
<tr>
<td>4-15-80</td>
<td>130,000.00</td>
</tr>
<tr>
<td>9-17-79</td>
<td>210,000.00</td>
</tr>
<tr>
<td>1-15-79</td>
<td>110,000.00</td>
</tr>
<tr>
<td>1-16-80</td>
<td>150,000.00</td>
</tr>
<tr>
<td>3-14-80</td>
<td>125,000.00</td>
</tr>
<tr>
<td>5-15-80</td>
<td>375,000.00</td>
</tr>
</tbody>
</table>

**Savings/General**  
305,720.81

**Savings/General**  
5,579.46

**Savings Ank. State**  
88,441.41  
18,818.29

**MENTS**  
$1,417,668.45  
$4,745,441.41  
$18,818.29

**IN BANK**  
$1,339,857.10  
$4,745,901.19  
$18,818.29

Notes:  
* Loan payment of $1,500,882.50 paid 7-2-79 to Bankers Trust Co.  
Next payment of $96,320.00 due 12-31-79.
Attached Are Following
Financial Reports for
Fiscal Year Ended June 30, 1979

1. General & Plant Funds Budget Balance Report
2. General Fund Detail Balance Sheet
3. Balance Sheet Summary - All Funds
4. General Fund Revenue & Expense Summary
   By Object Code & Function
5. Plant Fund Revenue & Expense Summary
   By Object Code & Function
6. Investment Report
7. Cafeteria - Balance Sheet/Profit & Loss Statement
8. Bookstore - Balance Sheet/Income Statement
9. Auxiliary & Agency Funds Account Status
# DES MOINES AREA COMMUNITY COLLEGE
## BUDGET BALANCE REPORT
### June 30, 1979

## ISBURSEMENTS:

<table>
<thead>
<tr>
<th>PUBLISHED &amp; BOARD APPROVED BUDGET</th>
<th>WORKING BUDGET</th>
<th>AMOUNT ENCUMBERED</th>
<th>AMOUNT EXPENDED OR RECEIVED</th>
<th>WORKING BUDGET BALANCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANCE</td>
<td>$2,093,773</td>
<td>$1,934,596</td>
<td>$1,955,998</td>
<td>$ (21,402)</td>
</tr>
<tr>
<td>Eucation</td>
<td>4,619,957</td>
<td>4,570,073</td>
<td>4,307,293</td>
<td>19,377</td>
</tr>
<tr>
<td>oration Center</td>
<td>176,595</td>
<td>159,600</td>
<td>95,087</td>
<td>80,513</td>
</tr>
<tr>
<td>eer Explor. Center</td>
<td>1,571,549</td>
<td>1,570,588</td>
<td>1,578,783</td>
<td>57,800</td>
</tr>
<tr>
<td>ation</td>
<td>1,254,329</td>
<td>1,637,060</td>
<td>1,174,166</td>
<td>3,924</td>
</tr>
<tr>
<td>ife</td>
<td>1,148,365</td>
<td>1,178,090</td>
<td>479,049</td>
<td>9,195</td>
</tr>
<tr>
<td>Resources</td>
<td>476,637</td>
<td>488,244</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Plant</td>
<td>1,499,586</td>
<td>1,421,598</td>
<td>1,298,167</td>
<td>123,431</td>
</tr>
<tr>
<td>Total-General Fund</td>
<td>$12,925,691</td>
<td>13,044,750</td>
<td>12,574,125</td>
<td>470,625</td>
</tr>
</tbody>
</table>

## COUNTS:
- ISBURSEMENTS: $12,925,691
- ISBURSEMENTS: $13,372,266

## REVENUE:

| FEE | $2,051,935 | $2,051,935 | $2,051,935 | $2,051,935 |
|Y | 2,051,935 | 2,051,935 | 2,051,935 | 2,051,935 |
|TAXES | 2,051,935 | 2,051,935 | 2,051,935 | 2,051,935 |
|TOTAL | $2,051,935 | $2,051,935 | $2,051,935 | $2,051,935 |

## Notes:
- The report includes detailed budget balances and revenues for various departments and programs as of June 30, 1979.
- The ISBURSEMENTS section provides a breakdown of expenditures and encumbrances for different areas such asANCE, eucation, oration Center, pear Explor. Center, eration, ife, Resources, Plant, etc.
- The REVENUE section lists the sources of income, with a focus on fees and taxes.
1. Restricted General Fund (Federally Funded) Accounts Working Budgets adjusted to amount expended.

2. V.P. Instruction and Dean-Urban Center budgets and expenses pro-rated on FTE Basis to Instruction budgets.

3. Telephone Expenses and Budget previously included in Physical Plant, transferred to Administration, per DPI guidelines.

4. All encumbrances outstanding as of 6-30-70 liquidated, and will be re-encumbered, as appropriate, in July '79.

5. Plant Fund actual disbursements excluded loan payment of $1,500,882 due 6-30-79 but paid on July 2, 1979 since 6-30-70 fell on weekend.

6. Additional Unemployment Taxes received of $29,511 transferred to Restricted Fund Balance.

7. Unrestricted Fund Revenue of $75,184 represents excess of Expenditures over Revenue, and is amount of Previous Year's carryover Fund Balance required to balance FY 79 Budget.
# DES MOINES AREA COMMUNITY COLLEGE
## BALANCE SHEET
### June 30, 1979
#### General Fund

### ASSETS

#### CASH & INVESTMENTS

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash in Bank - Checking</td>
<td>$(161,021)</td>
</tr>
<tr>
<td>Petty Cash - Boone Checking</td>
<td>5,000</td>
</tr>
<tr>
<td>Cash in Bank - Payroll</td>
<td>12,119</td>
</tr>
<tr>
<td>Returned Checks</td>
<td>1,969</td>
</tr>
<tr>
<td>Petty Cash</td>
<td>1,640</td>
</tr>
<tr>
<td>Investments - CD's</td>
<td>400,000</td>
</tr>
<tr>
<td>Investments - Savings Account</td>
<td>161,921</td>
</tr>
<tr>
<td><strong>TOTAL CASH &amp; INVESTMENTS</strong></td>
<td><strong>$ 421,628</strong></td>
</tr>
</tbody>
</table>

#### ACCOUNTS RECEIVABLE

Due from State:
- Equipment Replacement: 103,085
- Vocational Aid: 105,931
- **Total Due from State:** $ 209,016

Due from Federal:
- PSE: 1,614
- DPI for CETA: 12,432
- CIRALC for CETA: 18,880
- DPI - Special Needs (Acct 2608): 2,870
- Vocational Aid: 324,421
- Special Needs (1-Fund): 78,793
- Drake University - Learning Center: 1,196
- NIACC - Senior Citizens: 390
- Agency Claims: 56,355
- **Total Due from Federal:** 496,951

Due from Others:
- Various Invoices: 23,850
- University Camera: 751
- John Deere: 24,055
- **Total Due from Others:** 48,656

**TOTAL ACCOUNTS RECEIVABLE:** 754,623

#### INVENTORIES

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Expendible Supplies</td>
<td>25,588</td>
</tr>
<tr>
<td>Auto Repair Parts</td>
<td>16,658</td>
</tr>
</tbody>
</table>

**TOTAL INVENTORIES:** 42,246

**CONSTRUCTION WORK in PROGRESS/STUDENT HOUSES:** 212,434

**TOTAL ASSETS:** $1,430,931
## DES MOINES AREA COMMUNITY COLLEGE
## BALANCE SHEET
## June 30, 1979

### LIABILITIES

<table>
<thead>
<tr>
<th>Current Liabilities:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounts Payable</td>
<td>312 ✓</td>
</tr>
<tr>
<td>Salaries &amp; Wages Payable</td>
<td>270,179</td>
</tr>
<tr>
<td><strong>TOTAL CURRENT LIABILITIES</strong></td>
<td><strong>$270,491</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Deferred Income:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Auto Body Program</td>
</tr>
<tr>
<td>DFAFS Funds (HEW)</td>
</tr>
<tr>
<td>Iowa Script</td>
</tr>
<tr>
<td>I.P.A. Wastewater Project</td>
</tr>
<tr>
<td><strong>TOTAL DEFERRED INCOME</strong></td>
</tr>
</tbody>
</table>

| **TOTAL LIABILITIES** | **$304,510** |

### FUND BALANCE

<table>
<thead>
<tr>
<th>Unrestricted</th>
</tr>
</thead>
<tbody>
<tr>
<td>Balance Forward 7-1-78</td>
</tr>
<tr>
<td>FY '79 Audit Adjustment</td>
</tr>
<tr>
<td>Disbursements - FY '79</td>
</tr>
<tr>
<td>Less Revenue - FY '79</td>
</tr>
<tr>
<td>Net Disbursements over Revenue</td>
</tr>
<tr>
<td>Auto Parts Inventory 6-30-78</td>
</tr>
<tr>
<td>Auto Parts Inventory 6-30-79</td>
</tr>
<tr>
<td>Net Decrease in Inventory</td>
</tr>
<tr>
<td><strong>TOTAL UNRESTRICTED FUND</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Restricted for Unemployment Comp.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>29,611</strong></td>
</tr>
</tbody>
</table>

| **TOTAL FUND BALANCE** | **1,126,421** |

| **TOTAL LIABILITIES & FUND BALANCE** | **$1,430,931** |
## Annual Report Fiscal Year 1978-79

### Balance Sheet AS-15D

**State of Iowa**  
**Department of Public Instruction**  
**Area Schools Division**  
**Grimes State Office Building**  
**Des Moines, Iowa 50319**

**Area School Name**: DES MOINES AREA COMMUNITY COLLEGE

<table>
<thead>
<tr>
<th>Assets</th>
<th>General Fund</th>
<th>Auxiliary and Agency Fund</th>
<th>Loan Fund</th>
<th>Scholarship Fund</th>
<th>Plant Fund</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>(14-23)</td>
<td>(24-33)</td>
<td>(34-43)</td>
<td>(44-53)</td>
<td>(54-63)</td>
</tr>
<tr>
<td>Current Assets:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>100 Cash on hand or in banks</td>
<td>(140,293)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>130 Investments (CD's &amp; Savings)</td>
<td>561,923</td>
<td>178,129</td>
<td>7,271</td>
<td>(97,439)</td>
<td>4,302</td>
</tr>
<tr>
<td>140 Accounts receivable</td>
<td>754,623</td>
<td>60,929</td>
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<td>160 Inventories</td>
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<td>180 Loans outstanding</td>
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<td><strong>Total current assets</strong></td>
<td>1,430,931</td>
<td>442,117</td>
<td>308,738</td>
<td>16,704</td>
<td>23,847,004</td>
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<td>Fixed Assets:</td>
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<td>191 Land</td>
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<td>193 Other structures and improvements</td>
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<td>194 Furniture, machinery &amp; equipment</td>
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<td>6,781,781</td>
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<td>196 Books and films</td>
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<td>197 Accumulated depreciation</td>
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<td><strong>Total Assets</strong></td>
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<td>681,145</td>
<td>308,738</td>
<td>16,704</td>
<td>23,847,004</td>
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**Liabilities and Fund Balances**

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<th>Liabilities and Fund Balances</th>
<th>General Fund</th>
<th>Auxiliary and Agency Fund</th>
<th>Loan Fund</th>
<th>Scholarship Fund</th>
<th>Plant Fund</th>
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<td>210 Current liabilities</td>
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<td>9,497</td>
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<td>260 Long term liabilities</td>
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<td>71,433</td>
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**Fund Balance**

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<th>Scholarship Fund</th>
<th>Plant Fund</th>
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<tr>
<td>311 Unrestricted</td>
<td>1,096,810</td>
<td>*369,684</td>
<td>*308,738</td>
<td>7,207</td>
<td>414,478</td>
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<td>312 Restricted for book value of fix. ass.</td>
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<td>240,028</td>
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<td>314 Restricted for unemployment comp.</td>
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<td>681,145</td>
<td>308,738</td>
<td>16,704</td>
<td>23,847,004</td>
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*Restricted for Specific Purposes*
### ANNUAL Report - Fiscal Year 1978-79

#### GENERAL Fund - Revenue Statement

**State of Iowa**  
**DEPARTMENT OF PUBLIC INSTRUCTION**  
**Area Schools Division**  
**Grimes State Office Building**  
**Des Moines, Iowa 50319**

**Source of Revenue**  

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<td>4010 Laboratory</td>
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<td>4020 Application</td>
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<td>4050 Activities</td>
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<td>4060 Other Fees</td>
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<td>4070 Fee Refund</td>
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<td>4310 Title II - Library</td>
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**Note:** All values are in thousands of dollars.
### Federal Support (Cont.)

<table>
<thead>
<tr>
<th>Source of Revenue</th>
<th>General Fund - Revenue Statement - AS-15, 79</th>
<th>Area School Name</th>
<th>DES MOINES AREA COMMUNITY COLLEGE</th>
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<td>1360 Title IV - BEOG</td>
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<td>4370 Title VI - Impr. of Instr.</td>
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<td>4380 Title I-Higher Ed Fac Act (Constr. Grants)</td>
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<tr>
<td>4390 Federal Vocational Aid</td>
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<td>4400 Federal Vocational Workstudy</td>
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<tr>
<td>4410 Special Needs</td>
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<td>4430 CETA</td>
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<td>4460 Adult Basic Education</td>
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<tr>
<td>4480 Public Service Employment (PSE)</td>
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<tr>
<td>4490 Other Federal Funds</td>
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<td>4499 TOTAL FEDERAL SUPPORT</td>
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### Sales and Service

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<th>Area School Name</th>
<th>DES MOINES AREA COMMUNITY COLLEGE</th>
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<tr>
<td><strong>2. Sales and Service</strong></td>
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<td>4510 Housing</td>
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<td>4520 Vending Machine</td>
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<td>4530 Rental of College Fac.</td>
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<tr>
<td>4540 Other Sales &amp; Services</td>
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<td>4550 Bookstore - Textbooks</td>
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<td>4560 Bookstore - Other Items</td>
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<td>4570 Food</td>
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<td>4600Gate Receipts (Subject to Sales Tax)</td>
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<td>4610 Rec., Games of Chance (Sub. to Sales Tax)</td>
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<td>4699 TOTAL SALES AND SERVICE</td>
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### Other Income

<table>
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<th>Area School Name</th>
<th>DES MOINES AREA COMMUNITY COLLEGE</th>
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<td>4730 Gifts and Grants</td>
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<td>4770 Assessment-Special Charges</td>
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<td>4800 Proceeds-Sale of Bonds</td>
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<td>4820 Repayment of Principal on Student Loans</td>
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<td>4830 Loan Cancellation</td>
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<td>4850 Miscellaneous Receipts</td>
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<td>4900 Proceeds-Sale Fixed Assets</td>
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<td>4980 Bad Debts</td>
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<td>4900 Transfers</td>
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### Grand Total

<table>
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<th>Area School Name</th>
<th>DES MOINES AREA COMMUNITY COLLEGE</th>
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</thead>
<tbody>
<tr>
<td><strong>4. Grand Total</strong></td>
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<tr>
<td>4999 Grand Total</td>
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### Annual Report - Fiscal Year 1978-79

#### General Fund - Revenue Statement - Apr-15

**Area School Name:** Des Moines Area Community College  
**Page:** 3

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<td>3100</td>
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<td>Student Wages (Voc. Workstudy)</td>
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<td>35,069</td>
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<tr>
<td>3720</td>
<td>Student Wages (Other)</td>
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<td>1,615</td>
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#### SERVICES

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**Note:** The table above contains detailed financial information regarding the sources of revenue and related expenses for the fiscal year 1978-79, including salary categories, services, and contractual services.
### Des Moines Area Community College

#### Source of Revenue (11-14)

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#### OTHER CURRENT EXPENSES

| 6510 Purchase for Resale-Supplies & Misc. | 6520 Purchases for Resale - Textbooks |
| 6600 Cost of Sales                      | 6700 Interest on Debt                |
| 6730 Payment on Debt Principal          | 6730 Scholarships                    |
| 6770 Student Loans                      | 6780 Collection Agency Expense       |
| 6800 Transfers                          | 6850 Depreciation                    |
| 6860 Property Tax                       | 6900 Employer Reimbursement          |
| 6910 Student Services                   | 6920 Student Compensation            |
| 6930 Other Current Expenses             | 6939 TOTAL OTHER CURRENT EXPENSES    |

| 6949 TOTAL CURRENT EXPENSES             | 6959 TOTAL OTHER CURRENT EXPENSES    |

#### CAPITAL OUTLAY

| 7100 Furniture, Machinery & Equipment   | 7110 Equipment Replacement - State Funded |
| 7300 Const. & Maintenance Equipment    | 7400 Vehicles                           |
| 7500 Library Books & Films             | 7600 Buildings & Fixed Equipment        |
| 7700 Land                              | 7800 Other Struc. & Equipment           |
| 7900 Other Capital Outlay              | 7909 TOTAL CAPITAL OUTLAY               |
| 7999 TOTAL DISBURSEMENTS               |                                            |

| 7009 TOTAL CAPITAL OUTLAY              | 7999 TOTAL DISBURSEMENTS                |

### Notes

- All figures are in thousands of dollars.
- Figures for Out-of-State Mtgs & Travel include: 6470 Out-of-State Mtgs & Travel.
- Figures for In-State Meetings & Travel include: 6480 In-State Meetings & Travel.
- Figures for TOTAL MATERIALS, SUPPLIES & TRAVEL include: 6499 TOTAL MATERIALS, SUPPLIES & TRAVEL.
- Figures for OTHER CURRENT EXPENSES include: 6510 Purchase for Resale-Supplies & Misc., 6520 Purchases for Resale - Textbooks, 6600 Cost of Sales, 6700 Interest on Debt, 6730 Payment on Debt Principal, 6730 Scholarships, 6770 Student Loans, 6780 Collection Agency Expense, 6800 Transfers, 6850 Depreciation, 6860 Property Tax, 6900 Employer Reimbursement, 6910 Student Services, 6920 Student Compensation, 6930 Other Current Expenses, 6939 TOTAL OTHER CURRENT EXPENSES.
- Figures for CAPITAL OUTLAY include: 7100 Furniture, Machinery & Equipment, 7110 Equipment Replacement - State Funded, 7300 Const. & Maintenance Equipment, 7400 Vehicles, 7500 Library Books & Films, 7600 Buildings & Fixed Equipment, 7700 Land, 7800 Other Struc. & Equipment, 7900 Other Capital Outlay, 7909 TOTAL CAPITAL OUTLAY, 7999 TOTAL DISBURSEMENTS.
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State of Iowa
DEPARTMENT OF PUBLIC INSTRUCTION
Area Schools Division
Grimes State Office Building
Des Moines, Iowa 50319
## Annual Report - Fiscal Year 78-79

### Source of Revenue (11-14)

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### Total Revenue

- **4979 TOTAL REVENUE**: 2,103,693
- **4999 GRAND TOTAL**: 2,333,604

### State Use Only

- **9334378**
## Annual Report - Fiscal Year 1978-79

### Plant Fund - Revenue Statement - As-15 F

**Area School Name:** Des Moines Area Community College  
**Page:** 3

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<th>(3) Adult Education (35-44)</th>
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<td><strong>6090</strong> Main. &amp; Repair Buildings</td>
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<td><strong>6100</strong> Maintenance of Grounds</td>
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<td><strong>6110</strong> Inf. Serv./Classified Advert.</td>
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<td><strong>6210</strong> Rental of Buildings</td>
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<td><strong>6220</strong> Rental of Equipment</td>
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<td><strong>6269</strong> TOTAL CONTRACTUAL SERVICES</td>
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<td>Source of Revenue (11-14)</td>
<td>(1)</td>
<td>(2)</td>
<td>(3)</td>
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<tr>
<td>MATERIALS, SUPPLIES &amp; TRAVEL</td>
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<tr>
<td>6220 Materials &amp; Supplies</td>
<td></td>
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<tr>
<td>6340 Periodicals</td>
<td>87</td>
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<td>6370 Bldg. Const. Mtls. &amp; Sup.</td>
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<td>6420 Vehicle Mtls. &amp; Supplies</td>
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<td>6440 Landscaping Mtls. &amp; Supplies</td>
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<td>6480 In-State Meetings &amp; Travel</td>
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<td>6520 Purchases for Resale - Textbooks</td>
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<td>6600 Cost of Sales</td>
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<td>6700 Interest on Debt</td>
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<td>6800 Transfers</td>
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<td>6939 TOTAL OTHER CURRENT EXPENSES</td>
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<table>
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<tr>
<th>CAPITAL OUTLAY</th>
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<tr>
<td>7100 Furniture, Machinery &amp; Equipment</td>
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<td>7110 Equipment Replacement - State Funded</td>
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<td>7300 Const. &amp; Maintenance Equipment</td>
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<td>7500 Library Books &amp; Films</td>
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<td>7600 Buildings &amp; Fixed Equipment</td>
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<td>7700 Land</td>
<td>88,127</td>
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<td>7800 Other Struc. &amp; Equipment</td>
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<tr>
<th>TOTAL DISBURSEMENTS</th>
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<td>7999 TOTAL DISBURSEMENTS</td>
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</table>
INVESTMENT REPORT

For the Fiscal Year
July 1, 1978 - June 30, 1979

STATE OF IOWA
Richard D. Johnson, CPA
AUDITOR OF STATE

REPORT OF

NAME OF POLITICAL SUB-DIVISION: DES MOINES AREA COMMUNITY COLLEGE

LATEST CENSUS: Population 547,797, Students 6,544 FTEE, or Beds

POST OFFICE: 2006 S. Ankeny Blvd., Ankeny, IA. 50021

TO HONORABLE RICHARD D. JOHNSON, Auditor of State:

This is to certify that the information given in this report is complete and correct to the best of my knowledge and belief.

Date July 25, 1979

Irv Steinberg, Controller
DMACC
2006 S. Ankeny Blvd.
Ankeny, IA. 50021

TO THE TREASURER OR OTHER FINANCIAL OFFICER DESIGNATE:

In accordance with Chapters 11, 176A, 452, 453, and 454, Code of Iowa, this form IA IR10 is to be used for your annual Investment Report mandated by the 66th General Assembly (SF 189).

The report shall be submitted to the Auditor of State within thirty (30) days following the close of each fiscal year of the political subdivision (see cover letter).

Two copies of this report are being forwarded to each treasurer or other financial officer except townships. One completed copy should be returned to Richard D. Johnson, Auditor of State, State Capitol, Des Moines, Iowa 50319. Retain the second copy for your files. Additional copies will be made available upon request.

RICHARD D. JOHNSON, CPA
Auditor of State

Chapter 453.13 Code of Iowa.

The treasurer, or other financial officer designated by the governing body, or each political subdivision except townships shall submit an Investment report to the auditor of state on forms provided within thirty days following the close of each fiscal year of the political subdivision. The report shall be comprised of the following information, all of which shall relate to the previous fiscal year: Total demand deposits placed in depositories; total funds invested; description and disposition of investments; dates of investments; rates of interest earned or return on the investments; and such other information as the auditor of state may reasonably require pertaining to public funds.
### Treasurer's Report

**Transactions of Investment**

For Fiscal Year July 1, 1978 - June 30, 1979

<table>
<thead>
<tr>
<th>Fund Code No.</th>
<th>Investment Serial Number</th>
<th>Date Investment Purchased</th>
<th>Investment On Hand July 1, 1978</th>
<th>Investments Purchased During Period</th>
<th>Investments Redeemed During Period</th>
<th>Investments On Hand June 30, 1979</th>
<th>Rate of Int. Received During Period</th>
</tr>
</thead>
</table>

SEE ATTACHED 7 pages

**Totals**
## INVESTMENT REPORT
### ADDITIONAL INFORMATION FOR PERIOD
### JULY 1, 1978 THROUGH JUNE 30, 1979

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td><strong>TOTAL DISBURSEMENTS OF ALL FUNDS FOR PERIOD ENDING</strong></td>
<td>$18,583,620.00</td>
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<tr>
<td><strong>JUNE 30, 1979</strong></td>
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<tr>
<td><strong>WARRANT ISSUING AND/OR CHECK ISSUING OFFICER'S BOOK</strong></td>
<td>$6,853,106.92</td>
</tr>
<tr>
<td><strong>BALANCE JUNE 30, 1979</strong></td>
<td></td>
</tr>
<tr>
<td>(This figure must be the total of all bank or treasurers' balances less</td>
<td></td>
</tr>
<tr>
<td>checks or warrants outstanding, plus cash on hand, deposits in transit, and</td>
<td></td>
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<tr>
<td>investments on hand, at purchase price.)</td>
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</tr>
<tr>
<td><strong>INVESTMENTS HELD AT JUNE 30, 1979</strong></td>
<td>$7,100,624.11</td>
</tr>
<tr>
<td>(Same as total of column 8, page 2, and column 15, page 3)</td>
<td></td>
</tr>
<tr>
<td><strong>AMOUNT SHOWN ON BANK STATEMENTS JUNE 30, 1979</strong></td>
<td>($31,618.21)</td>
</tr>
<tr>
<td>(This figure must be the total of all checking account balances on bank</td>
<td></td>
</tr>
<tr>
<td>statements for all Banks at June 30, 1979.)</td>
<td></td>
</tr>
<tr>
<td><strong>YOUR ESTIMATED OR ACTUAL CASH DISBURSEMENTS (ALL FUNDS)</strong></td>
<td>$2,700,000.00</td>
</tr>
<tr>
<td><strong>FOR JULY, 1979. Include prior year encumbrances to be paid in July 1979</strong></td>
<td></td>
</tr>
<tr>
<td>as well as regular disbursements</td>
<td></td>
</tr>
</tbody>
</table>

*Includes Plant Fund Loan Payment of $1,500,882.50*

1. The "Total Disbursements of ALL Funds", must include those administered by a separate board or commission. In the case of Cities and Towns, they must include utilities, library, cemetery, parks, etc. For this report the treasurer must combine the figures of ALL funds he is responsible for, even though he does not administer same, EXCEPT City Hospitals who are required to report individually.

   Hospitals will report only cash transactions. Be sure to include assets, funds restricted for improvements, replacement and expansion. DO NOT report accounts and notes receivable, inventories, unexpired insurance, land, buildings, equipment, depreciation, etc.

2. Political sub-divisions that are overdrawn on stamped warrants as of June 30, 1979, should so indicate this amount by placing the figures in parentheses. (__________).

3. If no investments were made in the calendar year, enter "NONE" in the appropriate section. If none, please explain.

PLEASE LIST ANY ADDITIONAL INFORMATION ON A SEPARATE SHEET OF PAPER AND ATTACH TO THIS FORM.
<table>
<thead>
<tr>
<th>FUND CODE NO.</th>
<th>NAME OF FUND TO WHOM INVESTMENT BELONGS</th>
<th>PRINCIPAL INVESTED DURING PERIOD</th>
<th>INTEREST RECEIVED DURING PERIOD</th>
<th>PRINCIPAL INVESTED ON JUNE 30, 1979</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>General Fund</td>
<td>28,092,373.68</td>
<td>123,780.42</td>
<td>715,373.04</td>
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<td>2</td>
<td>Auxiliary &amp; Agency Fund</td>
<td>52,742.78</td>
<td>1,209.31</td>
<td>31,947.64</td>
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<tr>
<td>3</td>
<td>Plant Fund</td>
<td>13,888,154.02</td>
<td>409,671.00</td>
<td>6,353,303.43</td>
</tr>
</tbody>
</table>

**TOTALS**

|                                          | 42,033,270.48 | 534,660.73 | 7,100,624.11 |

(SAME AS TOTAL OF COLUMN 5 PLUS 6) (SAME AS COLUMN 10) (SAME AS COLUMN 8)

INSTRUCTIONS FOR COMPLETING PAGES 2 AND 3

1. All applicable columns must be totaled.
2. Enter the date of maturity under column 4, even though the investment has not been redeemed.
3. The totals of columns 5 and 6, must equal the total of column 13.
4. The total of column 8 should be the same as column 15.
5. The totals of columns 10 and 14 must be the same.
6. In column 12, list the names of all funds from which money was invested during the fiscal period. City hospitals will report individually.
7. If there are not enough spaces to list all investments, please request additional inserts or insert an additional sheet, using the same format as the printed form.
8. THE TREASURER OR OTHER FINANCIAL OFFICER DESIGNATE IS RESPONSIBLE FOR REPORTING ALL FUNDS AND INVESTMENTS, EVEN THOUGH THEY ARE ADMINISTERED BY A SEPARATE BOARD OR COMMISSION, SUCH AS UTILITIES, LIBRARY, CEMETERY, PARKS, ETC., WITH ONE EXCEPTION. CITY HOSPITALS WILL REPORT INDIVIDUALLY. IF YOU DESIRE ADDITIONAL FORMS, IN ORDER TO REPORT ANY OF THE ABOVE BOARDS OR COMMISSIONS, THEY WILL BE SENT TO YOU UPON REQUEST.
### Treasurer's Report

**Transactions of Investments**

**For Fiscal Year July 1, 1978 - June 30, 1979**

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<th>Code</th>
<th>Investment Serial Number</th>
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<th>Date Investment Matures</th>
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<th>Investments Purchased During Period</th>
<th>Investments Redeemed During Period</th>
<th>Investments On Hand June 30, 1979</th>
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<th>Total Int. Received During Period</th>
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**Totals - General Fund**

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**TOTALS A & A FUND**: 64,833 | 47 | 7,909 | 31 | 20,795 | 14 | 31,947 | 64 | 1,209 | 31
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## Treasurer's Report

### Transactions of Investments

**For Fiscal Year**
**July 1, 1978 - June 30, 1979**

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<td>215,000 00</td>
<td>0 0</td>
<td>215,000 00</td>
<td>6 0%</td>
<td>19,579 73</td>
</tr>
<tr>
<td>3</td>
<td>CD 103227</td>
<td>7-11-77</td>
<td>02-15-79</td>
<td>215,000 00</td>
<td>215,000 00</td>
<td>0 0</td>
<td>215,000 00</td>
<td>6 0%</td>
<td>20,640 00</td>
</tr>
<tr>
<td>3</td>
<td>CD 103228</td>
<td>7-11-77</td>
<td>03-15-79</td>
<td>420,000 00</td>
<td>420,000 00</td>
<td>0 0</td>
<td>420,000 00</td>
<td>6 0%</td>
<td>42,253 15</td>
</tr>
<tr>
<td>3</td>
<td>CD 103229</td>
<td>7-11-77</td>
<td>04-16-79</td>
<td>305,000 00</td>
<td>305,000 00</td>
<td>0 0</td>
<td>305,000 00</td>
<td>6 0%</td>
<td>32,288 22</td>
</tr>
<tr>
<td>3</td>
<td>CD 103230</td>
<td>7-11-77</td>
<td>05-15-79</td>
<td>308,000 00</td>
<td>308,000 00</td>
<td>0 0</td>
<td>308,000 00</td>
<td>6 0%</td>
<td>34,074 08</td>
</tr>
<tr>
<td>3</td>
<td>CD 103231</td>
<td>7-11-77</td>
<td>06-16-79</td>
<td>200,000 00</td>
<td>200,000 00</td>
<td>0 0</td>
<td>200,000 00</td>
<td>6 0%</td>
<td>23,145 21</td>
</tr>
<tr>
<td>3</td>
<td>CD 103250</td>
<td>7-11-77</td>
<td>07-16-79</td>
<td>200,000 00</td>
<td>200,000 00</td>
<td>0 0</td>
<td>200,000 00</td>
<td>6 0%</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>CD 103232</td>
<td>7-11-77</td>
<td>08-15-79</td>
<td>200,000 00</td>
<td>200,000 00</td>
<td>0 0</td>
<td>200,000 00</td>
<td>6 0%</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>CD 103233</td>
<td>7-11-77</td>
<td>09-17-79</td>
<td>290,000 00</td>
<td>290,000 00</td>
<td>0 0</td>
<td>290,000 00</td>
<td>6 0%</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>CD 103234</td>
<td>7-11-77</td>
<td>10-15-79</td>
<td>415,000 00</td>
<td>415,000 00</td>
<td>0 0</td>
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</tr>
<tr>
<td>3</td>
<td>CD 103235</td>
<td>7-11-77</td>
<td>11-15-79</td>
<td>80,000 00</td>
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<td>0 0</td>
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<td>6 0%</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>CD 103236</td>
<td>7-11-77</td>
<td>12-17-79</td>
<td>75,000 00</td>
<td>75,000 00</td>
<td>0 0</td>
<td>75,000 00</td>
<td>6 0%</td>
<td></td>
</tr>
</tbody>
</table>

**Totals**
<table>
<thead>
<tr>
<th>FUND</th>
<th>INVESTMENT SERIAL NUMBER</th>
<th>DATE INVESTMENT PURCHASED</th>
<th>INVESTMENT ON JULY 1, 1978</th>
<th>INVESTMENTS PURCHASED DURING PERIOD</th>
<th>INVESTMENTS REDEEMED DURING PERIOD</th>
<th>INVESTMENTS ON JUNE 30, 1979</th>
<th>RATE OF INT.</th>
<th>TOTAL INT. RECEIVED DURING PERIOD</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>SAVINGS ACCOUNT 6-5-79</td>
<td></td>
<td>88,441 14</td>
<td></td>
<td></td>
<td>88,441 41</td>
<td>6.0%</td>
<td>314 41</td>
</tr>
<tr>
<td>3</td>
<td>SAVINGS ACCOUNT continuous</td>
<td></td>
<td>1,488 14</td>
<td>3,423,224 47</td>
<td>1,926,850 59</td>
<td>1,497,862 02</td>
<td>5.0%</td>
<td>1497 862 97</td>
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<tr>
<td>3</td>
<td>11,679 7-17-78 7-16-79</td>
<td></td>
<td>175,000 00</td>
<td></td>
<td></td>
<td>175,000 00</td>
<td>8.5%</td>
<td>1426 125</td>
</tr>
<tr>
<td>3</td>
<td>120,103 9-15-78 9-17-79</td>
<td></td>
<td>210,000 00</td>
<td></td>
<td></td>
<td>210,000 00</td>
<td>8.75%</td>
<td>1490 175</td>
</tr>
<tr>
<td>3</td>
<td>120,178 10-13-78 11-15-78</td>
<td></td>
<td>90,000 00</td>
<td></td>
<td></td>
<td>90,000 00</td>
<td>6.75%</td>
<td>499 32</td>
</tr>
<tr>
<td>3</td>
<td>120,254 11-15-78 11-15-79</td>
<td></td>
<td>110,000 00</td>
<td></td>
<td></td>
<td>110,000 00</td>
<td>9.625%</td>
<td>2203 27</td>
</tr>
<tr>
<td>3</td>
<td>120,385 1-16-79 1-16-80</td>
<td></td>
<td>150,000 00</td>
<td></td>
<td></td>
<td>150,000 00</td>
<td>9.875%</td>
<td>750 25</td>
</tr>
<tr>
<td>3</td>
<td>120,536 3-15-79 3-14-80</td>
<td></td>
<td>125,000 00</td>
<td></td>
<td></td>
<td>125,000 00</td>
<td>10.25%</td>
<td>750 25</td>
</tr>
<tr>
<td>3</td>
<td>120,637 4-16-79 8-15-79</td>
<td></td>
<td>390,000 00</td>
<td></td>
<td></td>
<td>390,000 00</td>
<td>10.4%</td>
<td>390 40</td>
</tr>
<tr>
<td>3</td>
<td>120,734 5-15-79 12-17-79</td>
<td></td>
<td>280,000 00</td>
<td></td>
<td></td>
<td>280,000 00</td>
<td>10.35%</td>
<td>2800 35</td>
</tr>
<tr>
<td>3</td>
<td>120,820 6-15-79 2-15-80</td>
<td></td>
<td>285,000 00</td>
<td></td>
<td></td>
<td>285,000 00</td>
<td>10.35%</td>
<td>285 35</td>
</tr>
<tr>
<td>3</td>
<td>120,174 10-13-78 12-29-78</td>
<td></td>
<td>126,000 00</td>
<td></td>
<td></td>
<td>126,000 00</td>
<td>8.625%</td>
<td>2203 27</td>
</tr>
<tr>
<td>3</td>
<td>120,172 10-13-78 6-29-79</td>
<td></td>
<td>186,000 00</td>
<td></td>
<td></td>
<td>186,000 00</td>
<td>9.0%</td>
<td>11740 93</td>
</tr>
<tr>
<td>3</td>
<td>120,217 10-31-78 6-29-79</td>
<td></td>
<td>134,000 00</td>
<td></td>
<td></td>
<td>134,000 00</td>
<td>10.0%</td>
<td>8847 67</td>
</tr>
<tr>
<td>3</td>
<td>120,238 11-9-78 6-29-79</td>
<td></td>
<td>235,000 00</td>
<td></td>
<td></td>
<td>235,000 00</td>
<td>9.75%</td>
<td>14563 56</td>
</tr>
<tr>
<td>3</td>
<td>120,264 11-24-78 6-29-79</td>
<td></td>
<td>156,000 00</td>
<td></td>
<td></td>
<td>156,000 00</td>
<td>9.75%</td>
<td>9042 66</td>
</tr>
<tr>
<td>3</td>
<td>120,631 4-12-79 6-29-79</td>
<td></td>
<td>311,000 00</td>
<td></td>
<td></td>
<td>311,000 00</td>
<td>10.0%</td>
<td>6560 82</td>
</tr>
<tr>
<td>3</td>
<td>120,665 4-25-79 6-29-79</td>
<td></td>
<td>200,000 00</td>
<td></td>
<td></td>
<td>200,000 00</td>
<td>10.0%</td>
<td>3561 64</td>
</tr>
<tr>
<td></td>
<td><strong>TOTALS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
## TREASURER'S REPORT
### TRANSACTIONS OF INVESTMENTS
#### FOR FISCAL YEAR JULY 1, 1978 - JUNE 30, 1979

<table>
<thead>
<tr>
<th>FUND CODE</th>
<th>INVESTMENT SERIAL NUMBER</th>
<th>DATE INVESTMENT PURCHASED</th>
<th>DATE INVESTMENT MATURES</th>
<th>INVESTMENT ON HAND JULY 1, 1978</th>
<th>INVESTMENTS PURCHASED DURING PERIOD</th>
<th>INVESTMENTS REDEEMED DURING PERIOD</th>
<th>INVESTMENTS ON HAND JUNE 30, 1979</th>
<th>RATE OF INT.</th>
<th>TOTAL INT. RECEIVED DURING PERIOD</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>120,699</td>
<td>5-7-79</td>
<td>6-29-79</td>
<td></td>
<td>177,000</td>
<td>177,000</td>
<td>132,000</td>
<td>10</td>
<td>2,570</td>
</tr>
<tr>
<td>3</td>
<td>120,770</td>
<td>5-22-79</td>
<td>7-2-79</td>
<td></td>
<td>132,000</td>
<td></td>
<td>132,000</td>
<td>10</td>
<td>0</td>
</tr>
</tbody>
</table>

**TOTALS - PLANT FUND**

$6,904,488  14  $6,983,665  88  $7,534,850  59  $6,353,303  43  $409,672  00
# Profit & Loss Statement

## FY 1978-79

<table>
<thead>
<tr>
<th>Revenue</th>
<th>FY 1978-79</th>
<th>FY 1977-78</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sales</td>
<td>223,350</td>
<td>206,391</td>
</tr>
<tr>
<td>Title IV-Workstudy</td>
<td>1,234</td>
<td></td>
</tr>
<tr>
<td><strong>Total Revenue</strong></td>
<td><strong>224,584</strong></td>
<td><strong>206,391</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Deduct Cost of Goods Sold</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Beginning Inventory</td>
<td>5,066</td>
</tr>
<tr>
<td>Add Purchases</td>
<td>90,582</td>
</tr>
<tr>
<td><strong>Cost of Goods Available</strong></td>
<td><strong>95,648</strong></td>
</tr>
<tr>
<td>Less Ending Inventory</td>
<td>5,214</td>
</tr>
<tr>
<td><strong>Cost of Goods Sold</strong></td>
<td><strong>90,434</strong></td>
</tr>
</tbody>
</table>

**Gross Profit**: 134,150

## Deduct Operating Expenses

<table>
<thead>
<tr>
<th>Expense</th>
<th>FY 1978-79</th>
<th>FY 1977-78</th>
</tr>
</thead>
<tbody>
<tr>
<td>Repair of Equipment</td>
<td>109,729</td>
<td>111,202</td>
</tr>
<tr>
<td>Printing &amp; Reproduction</td>
<td>2,068</td>
<td>1,975</td>
</tr>
<tr>
<td>Other Contracted Services</td>
<td>371</td>
<td>452</td>
</tr>
<tr>
<td>Materials &amp; Supplies</td>
<td>424</td>
<td></td>
</tr>
<tr>
<td>Janitorial Materials &amp; Supplies</td>
<td>3,720</td>
<td>4,630</td>
</tr>
<tr>
<td>Vehicle Materials &amp; Supplies</td>
<td>76</td>
<td></td>
</tr>
<tr>
<td>Physical Plant Costs</td>
<td>13,020</td>
<td>25,584</td>
</tr>
<tr>
<td>Other Materials &amp; Supplies</td>
<td>5,181</td>
<td>2,628</td>
</tr>
<tr>
<td>Travel Expense</td>
<td>185</td>
<td>212</td>
</tr>
<tr>
<td>Furniture &amp; Equipment</td>
<td>187</td>
<td></td>
</tr>
<tr>
<td><strong>Total Operating Expenses</strong></td>
<td><strong>264,143</strong></td>
<td><strong>146,683</strong></td>
</tr>
</tbody>
</table>

**Net Loss**: $(874)$

## Balance Sheet

**June 30, 1979**

<table>
<thead>
<tr>
<th>Assets</th>
<th>Liabilities &amp; Fund Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Current Assets</strong>:</td>
<td><strong>Restricted for F.A.</strong>: 19,976</td>
</tr>
<tr>
<td>Cash in Bank</td>
<td>$(34,987)</td>
</tr>
<tr>
<td><strong>Total Assets</strong>:</td>
<td><strong>Unrestricted</strong>: (29,773)</td>
</tr>
<tr>
<td><strong>Total</strong>: $(9,797)$</td>
<td><strong>TOTAL FUND BAL.</strong>: $(9,797)$</td>
</tr>
<tr>
<td></td>
<td>TOTAL</td>
</tr>
<tr>
<td>------------------------</td>
<td>-----------</td>
</tr>
<tr>
<td><strong>CURRENT ASSETS</strong></td>
<td></td>
</tr>
<tr>
<td>Cash in Bank</td>
<td>$ 65,274</td>
</tr>
<tr>
<td>Accounts Receivable (CM's)</td>
<td>18,384</td>
</tr>
<tr>
<td>Total Current Assets</td>
<td>$ 83,658</td>
</tr>
<tr>
<td><strong>ASSETS</strong></td>
<td></td>
</tr>
<tr>
<td>Office Furniture &amp; Equipment</td>
<td>28,792</td>
</tr>
<tr>
<td>Books &amp; Supplies</td>
<td>190,753</td>
</tr>
<tr>
<td>Total Assets</td>
<td>$303,203</td>
</tr>
<tr>
<td><strong>LIABILITIES &amp; FUND BALANCE</strong></td>
<td></td>
</tr>
<tr>
<td><strong>CURRENT LIABILITIES</strong></td>
<td></td>
</tr>
<tr>
<td>Accounts Payable</td>
<td>$ 2,204</td>
</tr>
<tr>
<td><strong>BALANCE</strong></td>
<td></td>
</tr>
<tr>
<td>Restricted</td>
<td>272,207</td>
</tr>
<tr>
<td>Restricted for Fixed Assets</td>
<td>28,792</td>
</tr>
<tr>
<td>Total Fund Balance</td>
<td>300,999</td>
</tr>
<tr>
<td><strong>LIABILITIES &amp; FUND BALANCE</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td>$303,203</td>
</tr>
</tbody>
</table>
# DES MOINES AREA COMMUNITY COLLEGE
## BOOKSTORE ACCOUNTS
### CONSOLIDATED - INCOME STATEMENT -
#### FOR YEAR ENDED JUNE 30, 1979

<table>
<thead>
<tr>
<th></th>
<th>TOTAL FY 1977-78</th>
<th>TOTAL FY 1978-79</th>
<th>URBAN</th>
<th>ANKENY</th>
<th>BOONE</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>OF GOODS SOLD:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Inventory</td>
<td>170,758</td>
<td>158,924</td>
<td>6,006</td>
<td>135,496</td>
<td>17,422</td>
</tr>
<tr>
<td>Goods Available</td>
<td>508,693</td>
<td>559,997</td>
<td>17,998</td>
<td>485,801</td>
<td>56,198</td>
</tr>
<tr>
<td>Goods Sold</td>
<td>679,451</td>
<td>718,921</td>
<td>24,004</td>
<td>621,297</td>
<td>73,620</td>
</tr>
<tr>
<td><strong>IT:</strong></td>
<td>158,924</td>
<td>190,753</td>
<td>8,768</td>
<td>160,277</td>
<td>21,708</td>
</tr>
<tr>
<td><strong>INATING EXPENSES:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Repairs &amp; Repair Equip.</td>
<td>53,046</td>
<td>65,308</td>
<td>2,941</td>
<td>57,104</td>
<td>5,263</td>
</tr>
<tr>
<td>Service &amp; Repair</td>
<td>1,363</td>
<td>394</td>
<td>102</td>
<td>212</td>
<td>80</td>
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<tr>
<td>Contract Services</td>
<td>776</td>
<td>1,438</td>
<td>17</td>
<td>1,283</td>
<td>138</td>
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<tr>
<td>Goods (Physical Plant)</td>
<td>13,524</td>
<td>6,384</td>
<td>684</td>
<td>4,656</td>
<td>1,044</td>
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<tr>
<td>Property Services</td>
<td>300</td>
<td>485</td>
<td>6</td>
<td>361</td>
<td>118</td>
</tr>
<tr>
<td>Maintenance Expenses</td>
<td>170</td>
<td>210</td>
<td></td>
<td>649</td>
<td>50</td>
</tr>
<tr>
<td>* Reproduction</td>
<td>133</td>
<td>699</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>* Reproduction</td>
<td>476</td>
<td>53</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>* Reproduction</td>
<td>2,235</td>
<td>2,815</td>
<td></td>
<td>2,815</td>
<td></td>
</tr>
<tr>
<td>* Reproduction</td>
<td>374</td>
<td>3,848</td>
<td></td>
<td>3,848</td>
<td></td>
</tr>
<tr>
<td>* Reproduction</td>
<td>1,361</td>
<td>1,529</td>
<td></td>
<td>1,529</td>
<td></td>
</tr>
<tr>
<td>Operating Costs</td>
<td>72,758</td>
<td>83,188</td>
<td>3,750</td>
<td>72,745</td>
<td>6,693</td>
</tr>
<tr>
<td><strong>OR (LOSS):</strong></td>
<td>38,658</td>
<td>56,087</td>
<td>(3,183)</td>
<td>41,815</td>
<td>17,455</td>
</tr>
<tr>
<td>FERS: C</td>
<td>19,532</td>
<td>*11,019</td>
<td>11,019</td>
<td>11,019</td>
<td></td>
</tr>
<tr>
<td>OR (LOSS) NOT</td>
<td>19,126</td>
<td>45,068</td>
<td>(3,183)</td>
<td>30,796</td>
<td>17,455</td>
</tr>
<tr>
<td>transferred to General Fund</td>
<td>$11,356</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
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## AUXILIARY AND AGENCY FUNDS
### ACCOUNT STATUS
#### June 30, 1979

<table>
<thead>
<tr>
<th>COUNT CATEGORY</th>
<th>BAL. FWD. July 1, 1978</th>
<th>FYD Receipts</th>
<th>FYD Disbursements</th>
<th>ACCOUNT BAL. June 30, 1979</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lt Activities Related</td>
<td>$150,480.63</td>
<td>231,443.05</td>
<td>237,463.29</td>
<td>144,460.39</td>
</tr>
<tr>
<td>Actional Related</td>
<td>10,891.87</td>
<td>44,597.65</td>
<td>44,928.79</td>
<td>10,560.73</td>
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\[\text{All A + Q = 655,450} \quad 1,331,645\]
\[\text{1,165,474} \quad 509,682\]
\[\text{1,820,926} \quad 1844,327\]

\[\text{Operations}\]
\[\text{655,450} \quad 1,507,352\]
\[\text{1,106,426} \quad 509,682\]
\[\text{1,761,876} \quad 2,017,034\]
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<tr>
<th>ACCOUNT NAME</th>
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<th>FYD DISBURSEMENTS</th>
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**TOTALS**  
150,480.63 231,443.05 237,463.29 144,460.39

(a) Includes: $5,579.46 in Investment in Passbook  
$35,000.00 Due from Others

(b) Includes: $6,368.18 in CD's

(c) Includes: $20,000.00 in CD's
### INSTRUCTIONAL RELATED

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<th>ACCOUNT NAME</th>
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<th>FYD RECEIPTS</th>
<th>FYD DISBURSEMENTS</th>
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<tr>
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<td><strong>$940,146.96</strong></td>
<td><strong>$1,102,479.10</strong></td>
<td><strong>$44,415.16</strong></td>
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(a) Includes inventory $6,005.76
(b) Includes inventory $135,495.79
   accts. payable $2,203.78
   accts. receivable $18,383.93
(c) Includes inventory $17,421.91
(d) Includes inventory $5,005.63
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<td>ENCUMBERED</td>
<td>BALANCE</td>
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### FEDERAL FUNDED PROJECTS

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In the Matter of Arbitration

between the

Des Moines Area Community College
and the

Des Moines Area Community College Higher Education Association, ISEA-NEA

Background

The Board of Directors of the Des Moines Area Community College (hereafter "Board") and the Des Moines Area Community College Higher Education Association (hereafter "Association") have been negotiating since November 1978 for a collective bargaining agreement to be in effect during the 1979-1980 fiscal year (July 1, 1979 - June 30, 1980). In their quest for this agreement which will be their fourth), the parties have agreed upon many items, but they have been unable to reach full and complete agreement on all items. Accordingly, they sought and utilized the mediation and fact finding services prescribed by the Iowa Public Employment Relations Act. In particular, the Board and the Association appeared before fact finder Edward T. Maslanka in April 1979 with five unresolved impasse items. Mr. Maslanka issued his fact finding recommendations in May 1979, and the Association accepted and the Board rejected them. Accordingly, the parties selected the undersigned to serve as the arbitrator in this impasse, as prescribed by Section 22 of the Iowa Public Employment Relations Act and as administered by the Iowa Public Employment Relations Board.
Hearing and Presentations

On Friday, July 6, 1979, between the hours of 11:00 a.m. and 6:00 p.m., conducted an arbitration hearing with the Board and the Association (and which was open to the public) on the main campus of the Des Moines Area Community College in Ankeny, Iowa. Mr. Harvey Wiltsey served as the chief spokesman for the Board, and he was ably assisted by Messrs. Harold Gamm, Eugene Snyders, and W. E. Von Mayr. Mr. Charles Nadler served as the chief spokesman for the Association, and he was ably assisted by Messrs. Ronald Freier and Robert Jansen. All the participants at the hearing presented their testimony, exhibits, and other information in a very thorough and professional manner, and I am grateful for their assistance in expediting the hearing.

At the close of the hearing both parties declined to file post-hearing briefs, and both parties agreed that they had full and complete opportunity to enter into the arbitral record all the information that they deemed appropriate on the five impasse items.

Statement of Impasse Items

The Board and the Association agreed that the following five items constitute this impasse:

Contract Grievance Procedure, Article II, Section F - Election of Remedies (proposed by the Board)

Employee Reduction in Force Procedure, Article XII, Section A (proposed by the Association)

Voluntary Transfer, Article X, Section B (proposed by the Association)

Fringe Benefits, Article IV, Section A, Subsection 3 (proposed by the Association)

Salary, Appendix A (proposed by the Association and by the Board)
Both sides agree that these items are mandatorily negotiable, and thus there is no question about the arbitrability of these items. Both sides submitted substantial amounts of written and oral testimony and information in support of their positions on these items (the Association submitted 41 written exhibits, the Board submitted 28, and the two sides submitted three joint exhibits). The parties should be assured that I have considered and examined all of the written and oral information they submitted to me.

Findings of Fact

This document presents my considered opinion about how the items presented to me at the hearing should be fairly and satisfactorily resolved. Some of my decisions may not be enthusiastically received by one side or the other. I trust, though, that the parties will evaluate and receive these decisions as the honest and careful judgments of a neutral third party whose overriding interest is to see this impasse resolved in an equitable and acceptable manner. It is not possible nor desirable to present in these pages complete recapitulations of the parties' positions and supporting evidence, but I again assure the Association and the Board that I have very carefully considered and examined all the information they submitted to me.

Before proceeding to the impasse items, the parties should note that all references to the "current contract" or "existing contract" refer to the collective bargaining agreement or contract between the Board and the Association which was in effect for the 1978-1979 fiscal year, and references to the "fact finder's report or recommendations" refer to the fact finding report submitted in this impasse by Mr. Edward Maslanka. In addition, following the expressed intent and agreement of the parties, my decisions in this award will be effective as of July 1, 1979.
Article II in the current contract specifies the parties' contractual grievance procedure in Sections A through E. The Board proposes a new Section F, "Election of Remedies," to read as follows:

If the employee files any claim or complaint based upon the same set of facts in any forum other than under the grievance procedure of this Agreement, the Employee waives his/her right to process the matter through the grievance procedure.

The Board argues that such language is necessary to reduce the expenditures of time and money connected with litigating the same set of facts in multiple forums. In support of its demand, the Board cites two grievance arbitration cases during the past two years which also were litigated before the state equal employment opportunity (EEO) administrative agency (which was never specified by name), and the Board asserts that it should not be required to argue repeatedly the same set of facts.

The Association argues against this proposal on several grounds. First, it says that such a provision limits employee appeal rights while not limiting the employer's ability to take action detrimental to employee rights or interests. Second, it argues that such a restriction may limit the rights an employee has under various Iowa statutes such as the Teacher Termination Act. Third, it notes that no other Iowa community colleges have such a provision in their grievance procedures. Fourth, it argues that such a provision may be illegal under the tenets of the U. S. Supreme Court decision in Alexander v. Gardner-Denver Co., 415 U. S. 36 (1974), where the Court said that the pursuit of an EEO claim through the grievance procedure does not preclude pursuit of the same claim through the procedures established to enforce Title VII of the 1964 Civil Rights Act, as amended.
The fact finder recommended against the inclusion of the Board's proposal largely for the reasons put forth by the Association.

I find the Association's and fact finder's reasoning far more persuasive than I do the Board's reasoning. The Board's position rests essentially upon the fact that twice during the past two years it has argued the same set of facts in arbitration and before the state's EEO agency. While I can appreciate the Board's desire to reduce their duplicate litigation load to zero, an average of one double-argued case per year does not seem to me to be excessively burdensome. More important, I agree with the fact finder that such a provision would place an unfair burden upon the employee to select the most appropriate forum in which to appeal an employer action when labor relations professionals themselves often are unsure of the most appropriate forum. Further, the Board must surely be aware that even if such a provision is technically acceptable the Alexander decision just cited means that this language represents an attempt to swim against a very strong tide, at least in EEO cases. It is a settled fact of life in the United States in 1979 that EEO claims are given very high priority, and the Board's attempt to contractually reduce its obligations to defend its actions in such cases is inconsistent with the national mandate. For this reason, I believe that if such a provision were included in the contract the provision itself might come under legal challenge, and thus it might work against the Board's objective of reducing its litigation load.

Accordingly, I am persuaded to support the decision of the fact finder in this impasse item and not adopt the Board's proposal.

Employee Reduction in Force Procedure

Article XII in the current contract specifies how any reductions in force (RIFs) will be made. The current Article XII, Section A, Paragraph 3
The Employer will determine the employees within the designated program(s) to be laid off based upon competency, ability, qualification and program continuity. Within the designated program(s), where employee competency, ability, and qualifications are judged by the Employer to be equal and program continuity is judged not to be affected, then seniority shall be a controlling factor in layoff.

The Association proposes that this language be replaced with the following new language:

Employees to be reduced in designated programs shall be determined in the following order:

a) Part-time, non-contracted employees.
b) Non-certified or temporarily certified contracted employees.
c) Probationary contracted employees.
d) Part-time, full-status least senior contracted employees.
e) Part-time, full-status most senior contracted employees.
f) Full-time, full-status least senior contracted employees.
g) Full-time, full-status most senior contracted employees.

Within categories a-g where employees are of equal seniority, the Employer will determine the employee(s) to be laid off based upon competency, ability, qualifications, and program continuity. These four criteria shall be considered one at a time successively until an inequality appears, the Employer shall lay off the lessor of two and the least of three or more.

The Association also proposes that the recall language in Article XII, Section A, Paragraph 5, be changed. This language currently reads as follows:

If the Employer determines to recall employee(s) for a designated program(s), the Employer will determine the employee(s) to be recalled based on competency, ability, qualifications and program continuity. Within the designated program(s), where employee competency, ability and qualifications are judged by the Employer to be equal and program continuity is judged not to be affected, then seniority shall be a controlling factor in recall. Recalled employees shall retain all sick leave accrued prior to the date of reduction. Upon written request of the employee, the Employer will consider recall until one of the following events occur:

a. A one (1) year lapse from the date of reduction.
b. The employee obtains other employment comparable in salary.
c. The employee's certification has lapsed.
d. The employee waives recall in writing.
The Association asks that this language be changed to read as follows:

In the event positions within the college occur following a reduction, reduced employees who have the necessary qualifications for such positions shall be recalled in inverse order as detailed in 3. above. To be recalled a reduced employee must file a written request with the Employer. Once recalled the employee shall retain all sick leave accrued prior to the date of reduction. A reduced employee shall be eligible for recall until one of the following events occur:

a. A one (1) year lapse from the date of reduction.
b. The employee obtains other employment comparable in salary.
c. The employee's certification has lapsed.
d. The employee waives recall in writing.

The Association argues that the Board has too much discretion to decide who will be laid off (or RIF'd, in current parlance) within the programs designated for reduction. Under the current language, the Association says that the Board can lay off whomever it chooses, and that in practice this can mean that the Board can retain a part-time employee over a full-time employee, a non-contracted hourly rate employee over a salaried contracted employee, a probationary employee over a full status (i.e., tenured) employee, or a long service employee over a recently hired employee. Further, the Association says that the Board has the same unfettered discretion when calling RIF'd employees, and the Association says that in one recent case the Board hired a new employee to fill a vacancy over a laid off employee with 15 years experience.

Quite naturally, the Board argues that this new language should not be opted and that the existing language should be retained. The Board agrees at the current language gives it a great deal of discretion in lay offs and calls, but the Board argues that such discretion is necessary given the subjectivity inherent in making employment decisions in any institution of
higher education. The Board says that any such decisions are "judgment calls" given the subjective nature of teaching activities and the teaching evaluative criteria used at DMACC, and thus it is totally inappropriate for the Board to be required to use seniority as the controlling criterion in lay offs and recalls. The Association counters that under its proposed language the Board will have unlimited discretion to designate programs in which RIFs will occur, and that since most programs have only a very small number of employees such program designations will effectively determine who is to be laid off. Further, the Association points out that its proposal allows the Board to use its current criteria when seniority is equal.

The Board also notes that it does consider seniority when making lay off and recall decisions, though it admits that it gives less weight to seniority than to competency, ability, qualification and program continuity. The Association, however, argues that the seniority weighting is insufficient to reward the more senior employees for their service to DMACC and its students. Further, the Association argues that the current discretion the Board possesses is so wide that it enables the Board to be arbitrary and capricious in its lay off and recall decisions. However, the Association presented no evidence that the Board has acted in such a manner during past layoffs and recalls. In fact, earlier this year Arbitrator George Jacobs field that the Board did not act in an arbitrary or capricious manner when it laid off and did not recall an employee under the terms of Article XII (Association Exhibit 10).

The fact finder recommended against the adoption of the Association's proposal, primarily because there was no evidence that the Board has abused
its discretion by acting in an arbitrary or capricious manner, and recommended
that the current language be continued.

It was apparent at the arbitration hearing that the parties are miles
apart on this issue, for the Association desires that seniority be controlling
while the Board wishes to retain its current flexibility. Given the almost
infinite number of ways in which the words in the English language can be
used to describe a particular situation, I believe there is some middle ground
between these two positions which would accommodate acceptable portions of
both sides' desires. However, I do not have the discretion to locate such
a middle ground, for I am required to select one or the other party's posi­
tion, given that the fact finder did not put forth a separate and different
recommendation. Both positions have merit, but I am persuaded that the Board's
position is more meritorious than the Association's proposal, for a variety
of reasons.

First, there is no evidence in the record that the Board has abused its
discretion and acted arbitrarily or capriciously when making lay-off and recall
decisions. Second, an examination of the other Iowa community college col­
clective bargaining agreements reveals no "seniority first" language of the
type proposed by the Association, and given the absence of employer abuse of
its current discretion there is no persuasive reason why DMACC should be
the first Iowa community college to place such a large emphasis on seniority.
Third, I agree with part of the "judgment call" reasoning put forth by the
board. Community college teaching requires the performance of a set of tasks
which cannot be standardized and precisely specified, and hence the evaluation
of the quality of such teaching necessarily must be somewhat subjective or
judgmental. However, the Association's proposed language would prohibit any
consideration of employee quality except when two or more employees with
identical seniority are being considered. Consequently, I believe that
MACC students will be better served by a continuation of the employer's
current retention and recall flexibility than by the implementation of the
association's proposal, given that these two proposals are the only avail-
able choices. Fourth, the Association's proposal establishes an inflexible
priority list of categories of bargaining unit members, and it thereby
introduces an entirely new element into the relationships between employees
and employer and into the relationships among the employees themselves.
Such a priority listing is appropriate if it is mutually agreeable to both
sides, but it is not the kind of issue which is likely to work well in
practice if it is forced upon one party against its wishes. Accordingly,
I am persuaded to support the decision of the fact finder on this impasse
tem and not adopt the Association's proposal.

Voluntary Transfer

Article X in the current contract specifies how voluntary transfers
will be made. The current Article X, Section B, Paragraph 3 reads as follows:

In making a determination upon personnel to fill a vacancy,
the Employer will choose among all applicants based upon
competency, ability, program continuity, and qualification.
Where employee competency, ability and qualification are
judged by the Employer to be equal and program continuity
is judged not to be affected, then seniority shall be a
controlling factor in voluntary transfer.

The Association proposes that this language be replaced with the following
language:

Employees who request transfer and who possess the necessary
qualifications and certification shall have such requests
honored in the following order:
a. Full-time, full-status most senior contracted employees
b. Full-time, full-status least senior contracted employees
c. Part-time, full-status most senior contracted employees
d. Part-time, full-status least senior contracted employees
e. Probationary contracted employees
f. Non-certified or temporarily certified contracted employees

Within the categories a-f where employees are of equal seniority, the Employer will determine the employee(s) to be transferred based upon competency, ability, qualifications and program continuity. These four criteria shall be considered one at a time successively until an inequality appears. The Employer shall transfer the greater of two and the greatest of three or more.

The Association also proposes stylistic revisions in Paragraph 2, Section B of Article X for purposes of clarity of language. In my judgment, these proposed revisions do not change the meaning of Paragraph 2 and hence they do not need to be considered in reaching a decision on this impasse item. Further, the Association and the Board stipulated at the hearing that I do not need to address these stylistic revisions.

As can be seen by comparing the Association's proposals on this item and the previous impasse item, the Association's objective here is to have seniority within employment status categories be the controlling factor in voluntary transfers, and this proposal, if adopted, will very substantially reduce the flexibility the Board currently has to fill vacancies. Because this proposal is very similar to the Association's proposal on the previous impasse item, and because the arguments both sides used in support of their positions on both items are very similar (in fact, the two items were considered simultaneously at the hearing), there is no need to analyze each side's arguments on this item in the same detail as was just done with the previous item. To summarize, the Association argues that the Board has too much discretion when handling voluntary transfer requests, and the Board argues that it needs its current discretion in order to make the necessary judgments about which person is best qualified for a particular vacancy.
In its oral testimony the Association argues that this revision of Article X protects the Board's interests in having only qualified people fill vacancies through the "necessary qualifications and certification" phrase in the first part of its revised Paragraph 3. The Board counters that "qualifications and certification" usually refer only to paper credentials and do not address the issue of quality differences among the employees requesting to fill a vacancy. In addition, the Association estimated that during the 1978-79 year there were four voluntary transfer requests and that the employer denied all of them (with perhaps one exception). The Association also noted that in previous years there had been fewer than four voluntary transfer requests.

The fact finder recommended against the adoption of the Association's proposal, and recommended that the current language be continued.

For much the same reasons as I put forth in the previous section of this award, I am persuaded that the Board and fact finder positions on this item are more reasonable than the Association's position. In the absence of any showing that the Board has abused its discretion under the current language, I am unwilling to implement such a fundamental change in the criteria used to match particular employees with particular jobs. Accordingly, I am persuaded to support the decision of the fact finder on this impasse item and not adopt the Association's proposal.

4. Fringe Benefits

Article IV, Section A deals with the "Insurance Benefits" of the contract, and Paragraph 3 deals with "Hospital and Surgical Insurance." Paragraph 3 currently reads as follows:
Hospital and Surgical Insurance - The Employer, on behalf of the full-time employee, shall participate in the present (or its equivalent) group medical health insurance program. For full-time employees who elect individual coverage under the medical group health plan, the Employer shall pay the full monthly premium. For full-time employees who elect family coverage under the group medical health plan, the Employer shall pay a maximum of fifty six ($56.00) dollars per month toward the family premium with the remaining amount paid by the employee.

The Association proposes that the following new sentence be added to this paragraph:

For employees whose contracts are for less than full time, the Employer shall pay the full monthly premium for individual coverage or for those who elect family coverage, the Employer shall pay an amount over and above the single premium prorated on the basis of the length of their individual contracts.

The Association's argument in support of its position is one of equity. The Association says that it is unfair for the Board to deny medical insurance to part timers while granting it to full timers, especially when the part timers involved are those with appointments of one-half time or greater and who have a continuing relationship with DMACC. Further, the Association notes that the Board currently includes the part timers in all the other insurance benefits listed in Article IV, Section A, and thus there is no logical reason to continue to exclude the part timers from medical insurance benefits.

The Board argues against this proposal primarily on the ground that there are distinctions between full timers and part timers and hence there is a need to distinguish between the benefits provided to the two groups. Further, the Board argues that it would prefer not to pay the costs of the additional insurance.

The fact finder recommended that the Association's proposal be adopted because he found the Association's reasoning more persuasive. I agree with
the fact finder. It was never apparent to me what distinctions there are between part timers and full timers other than the fact that part timers work part time and full timers work full time. Further, I can find no logical reason why part timers should receive all the insurance benefits full timers receive except for medical insurance. In addition, I appreciate the Board's cost-conscious approach to this item, but the estimated cost (about $9,000 per year) of this item is comparatively insignificant in a $14 million budget, and hence it appears well within the Board's ability to pay. Accordingly, I am persuaded to support the fact finder's decision on this item and adopt the Association's proposal.

There is one aspect of this proposal which should be clarified to avoid any difficulties with the implementation of this provision. The new language requires the Board to pay the full single premium and a prorated share of the family coverage premium "on the basis of the length" of the part timers' contracts. Just so there is no dispute later over what this language means, it should be noted here that this language refers to the proportionate amount of time the employee is on the DMACC payroll and is relative to what the Board pays toward the family coverage premium. For example, an employee who has a 0.8 appointment (or 80 percent time) and who elects family coverage would receive the single coverage premium (currently $24.45 per month) and 80 percent of the difference between the single coverage premium and the Board's share of the family coverage premium (currently $56.00 per month) or $24.55 plus 80 percent of $31.55 (which is the difference between $56.00 and $24.45), or $49.79 per month ($24.55 plus $25.24). There was some discussion at the hearing that under this language selected part timers could receive larger premium contributions than full timers. The above example
indicates that if this provision is implemented properly such an occurrence will not be possible.

5. Salary

Saving the best for last, we now arrive at the item which forms the core of this impasse. Not surprisingly, a majority of hearing time and a very heavy majority of both parties' written exhibits were devoted to this impasse item. There are actually two specific issues to be considered within this item: the addition of a new step (step 17) at the top or high pay end (i.e., the bottom of the page) of the parties' salary schedule, and the determination of a new base salary for the 1979-80 fiscal year. Because the parties have an indexed schedule, a change in the base salary, which is step 0 in the MA or 225 lane, will automatically determine all the other salaries in the schedule.

Taking the step 17 issue first, the Association asks for this new step because of the existence of six or seven employees who are at the top of the existing schedule and who will not get a step increment pay increase unless a new step is added to the schedule. The Association justifies its position by submitting testimony (Association Exhibit 11) that in fiscal year 1979 the Iowa community colleges with salary schedules averaged 18.6 steps per schedule (within a range of 15 to 24 steps for those colleges with schedules; two colleges had no salary schedules). Further, the Association says that its information shows a trend of an increasing number of schedule steps in the Iowa community colleges during the past three fiscal years. In addition, the Association says that the new step is well within the Board's ability to pay, and in Association Exhibit 20 the Association calculates the fiscal year 1980 cost of the new step 17 to be $3,419.
The Board objects to the addition of a new step on the schedule for cost-avoidance reasons and on comparability grounds. The Board admits that the one year cost of a new step is not large, but it is still a cost which it would prefer to avoid. Comparing DMACC with other Iowa community colleges, the Board argues that the Association's step comparability figures are inaccurate, for the Board says that one college (Kirkwood) with 20 steps does not really have a schedule with experience steps (as at DMACC) but has a schedule with educational credit increments in which advancement occurs by acquiring additional educational credits. Perhaps most important, the Board argues that the salaries at the top of the current DMACC schedule (step 16) are higher than in other Iowa community colleges and thus there is no need for a new step. The Board also notes that the DMACC schedule indexing factor is biased upward, so that a $525 increase in the MA base salary (which happens to be the Board's proposal) would produce a $736 salary increase in step 16 of the same MA lane. The Board argues that top step employees will get more than the base increase, thereby further reducing the need for a new step.

The fact finder recommended against the adoption of a new step, primarily on the basis of the comparatively high salaries in the current top step.

I am persuaded by the Board's reasoning that there is no compelling need for a new salary schedule step (as was the fact finder). Both sides agree that salaries at the current top step are comparatively high, and thus there has been no showing that the most experienced DMACC faculty are somehow being inequitably paid in comparison with their colleagues in other Iowa community colleges. Further, the schedule indexing factor means that the top step employees will receive more dollars than whatever dollar increase goes into the base.
It should be explicitly noted here that there is no "one best way" to construct a salary schedule, and hence there is no particular number of steps which is always and forever appropriate. The DMACC salary schedule is the result of past bargaining settlements which were mutually agreed to, and I believe that any revisions of the shape of the salary schedule should be adopted in the same way—by mutual agreement of the parties. Further, the salary the employer pays and an employee receives is perhaps the single most salient feature of the entire employment relationship, and hence the schedule through which employees are paid should reflect the mutual desires of the parties. As a result, I am reluctant to revise this particular salary schedule without a compelling reason to do so, and I am not persuaded by the Association's reasoning that a compelling reason exists (and neither was the fact finder).

Moving to the base salary issue, the Association asks for an MA base salary of $11,957 for the 1979-80 fiscal year. This proposal represents a 7.0 percent increase over the current MA base salary of $11,175, and a 10.3 percent increase in overall salary increases (base plus increments). In contrast, the Board proposes a 1979-80 base salary of $11,700, which represents a 4.7 percent increase over the current base and a 7.9 percent increase in overall salary (base plus increments).

The Association supports its proposal by pointing to increases in the cost of living, to the employer's ability to pay, to the employees' share of DMACC revenues, and to salaries paid elsewhere. First, the Association notes that the federal government's Consumer Price Index (CPI) has increased 10.8 percent from May 1978 through May 1979 (Association Exhibit 32). Thus, the Association argues that its proposal will not even enable its members to keep up with inflation and hence they will suffer a loss in real income.
Second, the Association, via numerous exhibits, presented a great deal of testimony to show that the Board could afford to pay for the Association's proposal. This testimony is simply too vast to repeat here, but the Association focussed on all the new monies the Board will have for the 1979-80 year, the inclusion of interest income and the unrestricted fund balance in the ability to pay calculations, and the compensation savings which have accrued from payroll dollars which were not spent during the 1978-79 year. In Association Exhibit 41, the Association presents Board-supplied figures (supplied at fact finding) to show that the DMACC 1979-80 budget will be $14,516,462, which is 8.55 percent more than the 1978-79 budget of $13,372,266. It should be noted that these budget figures include interest income (under the heading of "other income") and the unrestricted fund balance.

Third, the Association presents evidence (Association Exhibit 37) which shows that bargaining unit salaries as a percent of DMACC total revenues have declined from 34.28 percent in fiscal 1977 to 32.77 percent in fiscal 1979. The Association calculates that if its salary proposal were adopted this salaries-to-revenues percentage figure would increase only 33.33 percent, or to a level which is still lower than that which existed three fiscal years ago. In other words, the Association argues that the decline in unit members' share of the college's revenues should be halted and reversed.

Fourth, the Association presents data (in Association Exhibits 35 and 6) from a variety of central Iowa K-12 school districts to show that these districts either have higher MA base salaries for 1979-80 than the Association is asking for, or that the percentage increases in these MA base salaries
are similar to the percentage increase sought by the Association, or both. Further, the Association presents evidence (in Exhibit 38) to show the percentage increases agreed to in other Iowa community colleges for the 1979-80 year. Most of Exhibit 38 is blank, as there have been only two 1979-80 settlements.

In contrast, the Board supports its proposal by referring to its ability to pay and to recent bargaining settlements and other pay increases in Iowa. In Board Exhibit 19, the Board estimates it will have $1,187,563 more in its fiscal 1980 budget of $13,980,129 than it had in its fiscal 1979 budget of $12,792,566, or 9.3 percent more. (It should be noted here that the differences between the Association's and Board's budget figures primarily result from the parties' inclusion and exclusion, respectively, of the unrestricted fund balance into their exhibits.) The Board admits that it is not poverty-stricken, but it argues that it has less ability to pay for salary increases than this aggregate 9.3 percent figure suggests. The Board says that much of this new money is earmarked for specific purposes and cannot be used as the Board sees fit, thus reducing the amount of new money available to pay salary increases (which the Board calculates as 8.6 percent more). Further, the Board argues that the total compensation increase required by any particular salary increase exceeds the cost of salary increases alone because of the fringe benefit requirements. For example, the Board calculates the overall salary increase costs of its own proposal as 7.9 percent, and "total increased instructional cost" (hereafter referred to as "total compensation cost") as 8.4 percent. Similarly, it calculates the overall salary and total compensation cost increases of the Association's proposals as 10.4 percent and 11.0 percent, respectively (in Board Exhibits 7 and 10). Apparently the Association's proposals
include the costs of the part timers' medical insurance coverage and the new step 17 on the salary schedule. The Board then argues that it can afford to pay for its own proposal but that it cannot afford the Association’s proposal.

The Board also presents evidence in Exhibits 21, 25, 26, and 27 to show that the 1979-80 salary increases elsewhere in the Iowa public sector and among its non-faculty employees are in the 6.5-8.0 percent range. Thus, the Board argues that its own 7.9 percent proposed salary increase is right in the salary increase comparison ballpark, and that the Association's proposal clearly exceeds this comparison range.

The fact finder recommended the adoption of the Association base salary increase proposal, apparently because it was closer to the current rate of inflation than the Board proposal and because he believed that the Board could afford the Association's proposal.

As a result of the fact finder's decision, I have three salary proposals from which I must make a selection: (1) the Association's $11,957 base salary plus a new salary schedule step 17, (2) the fact finder's $11,957 base with no new steps, or (3) the Board's $11,700 base with no new steps.

Although I agree with the fact finder that there is no compelling reason for a new step 17 to be added to the salary schedule, I cannot agree with his reasoning about why the Association's base salary increase proposal should be adopted. The fact finder seems to be saying that the Board has some intrinsic obligation to insure that its employees do not suffer a loss of real income (i.e., purchasing power). However, I have never seen any evidence anywhere which indicates that any employer, public or private, has such an inherent obligation. To be sure, any employer can decide that it will assume
such an obligation, and then that employer is in fact obligated to periodically grant pay increases which keep employees even (or almost even) with the rate of inflation. For example, many employers have assumed such an obligation by agreeing to cost of living allowance provisions in their collective bargaining agreements.

In contrast, there is nothing in the record to show that the DMACC Board has agreed to assume such an obligation, and in fact the Board strenuously argues that community college financing in the state of Iowa is not based on increases in the cost of living. In addition, the parties should note that the arbitration selection criteria, which Section 22 of the Iowa Public Employment Relations Act requires that I use, omit any specific mention of changes in the cost of living, and such omission stands in marked contrast to the specific inclusion of such a criterion in the arbitration decision criteria contained in the arbitration statutes in many other states (e.g., Wisconsin, Michigan, Massachusetts, New Jersey, etc.). While I agree with the Association that changes in the cost of living are a factor which should be used in deciding salary increases, I disagree with the fact finder that the rate of inflation should be the primary or controlling factor. Consequently, I am not persuaded that the Board is obligated to insure that its employees suffer no loss (or almost no loss) of real income. Instead, given the selection criteria specified in the IPERA it seems more appropriate to focus on the employer's ability to pay and on the salaries and salary increases of other public employees doing comparable work.

The second part of the fact finder's rationale is that he believed the Board could afford the Association's base salary proposal. For example, on page 15 of his report he concludes that "there is insufficient evidence in the record to support any claim of inability to pay." I disagree with this
conclusion for the following reasons. First, "inability to pay" has no meaning as an all-encompassing abstract concept, for it makes sense only in reference to a particular amount. The Board never made an all-encompassing claim of inability to pay anything, for it admits it has the ability to pay its own 7.9 percent overall salary increase proposal. Instead, the Board argues that it cannot afford to pay the particular amount sought by the Association and endorsed by the fact finder.

Next, I always approach employer claims of inability to pay with a considerable degree of skepticism, but in this particular case I believe that the Board and Association figures show that the Association's base salary proposal exceeds what the Board can afford. The Board's budget figures suggest that the employer will have 8.6-9.3 percent more money next year, and the Association's figures suggest the employer will have about 8.55 percent more money (or slightly more if the compensation savings from the 1978-79 year are included). I believe that the Board could afford an overall salary increase in the 8.0-9.0 percent range, and a total compensation increase in the 8.5-9.5 percent range. The Board's unrefuted cost estimates of the various proposals are that the Association's proposal calls for a 10.4 percent overall salary increase and an 11.0 percent total compensation increase, the fact finder's recommendation calls for a 10.3 percent overall salary increase and a 10.9 percent total compensation increase, and the Board's proposal calls for a 7.9 percent overall salary increase and an 8.4 percent total compensation increase (which I estimate increases to 8.5 percent when the cost of my part time medical insurance decision is included). I conclude that the Board could afford to pay somewhat more than it is offering but that it cannot afford either the fact finder or Association proposals.
Both sides submitted data on comparable salaries elsewhere, and not surprisingly these comparisons showed that each side's position is justified by what has been happening with 1979-80 salary settlements elsewhere in the Iowa public sector. The Association compares its position with 1979-80 MA base salaries in several K-12 school districts which supply students to DMACC (Association Exhibits 35 and 36), with salary levels or ranges at other Iowa community colleges (Association Exhibit 12), and with the settlements for 1979-80 in other Iowa community colleges (Association Exhibit 38). The Board (in its Exhibits 21, 25, and 26) compares its proposal with the 1979-80 salary increases it has granted to some of its non-bargaining unit employees and with increases elsewhere in the Iowa public sector.

I am reluctant to attach much weight to either side's comparisons. The statutory language requires a comparison with "other public employees doing comparable work," and thus the most appropriate comparisons are with the salary settlements in other Iowa community colleges. However, only two such settlements have occurred, one (in Area College I) for a 9.0 percent increase in overall salaries and a 9.5 percent increase in total compensation and a second (in Area College XVI) for a 4.25 percent increase in overall salaries and a 7.4 percent increase in total compensation. These two settlements are closer to the Board's offer than to either the Association's offer or the fact finder's recommendation, but because 1979-80 faculty salaries at most Iowa community colleges are unsettled as of this writing I am reluctant to attach much significance to these two settlements.

The next most appropriate comparison group is teachers in K-12 school districts. However, the two sides' figures show quite different results, apparently because of the different districts selected for comparison purposes. Because there is no formula with which to resolve this kind of
lective comparison group contest, I am reluctant to attach much weight to either side's figures. In addition, the Board submitted salary settlement figures for other Iowa public employee groups. However, these employees do not perform comparable work, and thus they do not need to be considered.

Two other statutory selection criteria have little applicability to this particular item. There is no dispute about the "power of the public employer to levy taxes and appropriate funds" for its operations, so it does not need to be considered. Similarly, the parties presented very little information to me about their own previously bargained salary settlements. The hearing the Board submitted two exhibits specifying the amount of ACC faculty salary increases from 1977-78 to 1978-79. However, the total amount of useful bargaining history information submitted to me was minimal and consequently this information was a very minor factor in my selection process.

I am mandated by Section 22 of the Iowa Public Employment Relations Act to select, separately for each impasse item, "the most reasonable" offer from the parties or the fact finder's recommendation, and I am required to use a set of selection criteria which are specified in IPERA Section 22 (and which do not need to be repeated here). It should be noted that I believe that the Board's proposal, the Association's proposal, and the fact finder's recommendation on the salary item all are reasonable. After considering all the evidence the parties presented to me on this item and after applying the statutory selection criteria to this evidence, I am persuaded that the Board's final offer of an $11,700 base salary for the 1979-80 year with no new salary schedule steps is the most reasonable of the three offers submitted to me on the salary impasse item.
Conclusions of Law

Using the authority vested in me by Section 22 of the Iowa Public Employment Relations Act, as administered by the Iowa Public Employment Relations Board, I have reached the following conclusions on the five items in this impasse:

On the grievance procedure item, the Association's offer should be adopted (which is also the position of the fact finder).

On the employee reduction in force procedure item, the Board's offer should be adopted (which is also the position of the fact finder).

On the voluntary transfer item, the Board's offer should be adopted (which is also the position of the fact finder).

On the fringe benefits item, the Association's offer should be adopted (which is also the position of the fact finder).

On the salary item, the Board's offer should be adopted (which concurs in part and dissents in part from the position of the fact finder).

Some Concluding Comments

I repeat my earlier statement that there may be particular decisions in this award which will not be enthusiastically embraced by one side or the other. On balance, though, I believe that the package of selection decisions put forth in these pages represents an equitable and acceptable resolution of this impasse. As I implied at various points, I would have made somewhat different decisions on some of these items if I possessed the discretion to fashion solutions different from the final offers placed before me. However, my statutory mandate clearly limits my discretion to the selection of the most reasonable of the positions presented to me.
without making any changes in those positions. Accordingly, I have selected those positions which I believe most reasonably contribute to a fair resolution of this impasse.

July 16, 1979
Champaign, Illinois

Peter Feuille
Arbitrator
## Proposed Faculty Salaries

### Attachment #3

#### F.Y. 80

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</tr>
<tr>
<td>MADGE T</td>
<td>I</td>
<td>1.000</td>
<td>12</td>
<td>246</td>
<td>13.5</td>
<td>$22,587</td>
</tr>
<tr>
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</tr>
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### Proposed Faculty Salaries

<table>
<thead>
<tr>
<th>NAME</th>
<th>CLASS</th>
<th>FTE</th>
<th>MON.</th>
<th>LANE</th>
<th>LEVEL</th>
<th>CURRENT</th>
<th>INCREASE</th>
<th>PROPOSED</th>
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<tr>
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<td>12</td>
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<td></td>
<td>$19,346</td>
<td>0909</td>
<td>$20,255</td>
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</table>

TY = 245  
SALARY = $4,326,431  
INCREASE = $347,435  
PROPOSED = $4,673,866
Base Salary Policy
For
Secretarial/Clerical Employees

Introduction and Purpose

Base Salary Policy for Secretarial/Clerical employees has been designed to provide an orderly and equitable means of establishing salary levels and granting salary increases that will be fair and appropriate to the College and its employees.

The program has several major objectives which are fundamental to sound and progressive employee relations:

- The establishment of a salary structure at a level sufficient to attract, retain and motivate qualified employees.
- The establishment of the appropriate internal value relationship among the various secretarial/clerical positions in the College.
- The establishment of a system for the administration and maintenance of the program to insure maximum consistency and fairness in base salary decisions and to insure that it responds to changing internal and external marketplace conditions.

Delineation of Responsibilities

2.1 **Salary Committee:** Administrative responsibility for the Base Salary Policy shall be delegated to the Superintendent/President. A Salary Committee operates under his direction and within policies established by the Board of Directors. The Committee shall be composed of the Director, Personnel; the Assistant to the Superintendent and a Welfare Committee appointed by the Business Association.
The Committee shall have the following responsibilities:

A. Discuss, formulate and recommend new and revised policies relating to the base salary program.
B. Evaluate published and surveyed salary and cost of living data and recommend annual salary adjustments.
C. Within budgets and guidelines established by the Board of Directors, discuss annual salary adjustments.

2.2 Director, Personnel: The Director, Personnel shall be responsible for the administration and continuity of the base salary program.

Responsibilities of the Director shall include:

A. Serve as a member of the Salary Committee.
B. Assist administrators in the preparation of new or modified position descriptions insuring the completeness and accuracy of such descriptions.
C. Develop operational procedures and provide overall guidance and direction to the base salary program.
D. Maintain a position description file for all positions in the College.
E. Review existing positions to determine that position descriptions and the assigned salary grades are appropriate and recommend action to the Salary Committee regarding identified inequities.
F. Evaluate positions and recommend appropriate salary grades as delineated in the following sections.
G. Maintain salary and position information for all employees and all other related personnel records and documents.
H. Conduct annual salary surveys and review available published salary data to ascertain that the base structure remains at an appropriate level to competitiveness.

I. Prepare recommendations for the Superintendent's consideration regarding changes to the base salary structure.

J. Advise and direct all administrators to insure compliance with official employment policies, practices and salary guidelines.

K. Monitor overall salary actions on a division and department basis for adherence to established budgetary and administrative guidelines.

L. Review and monitor proposed salary increases to insure compliance with approved policies and budgetary guidelines, advising the Salary Committee of exceptions to established policies and the cumulative effect of approved salary actions.

Position Descriptions

3.1 Purpose and Rationale: One of the keys to an effective base salary policy is a current position description for each distinct position. The description should accurately describe the duties and responsibilities of the position. Position descriptions are a prerequisite for the fair and equitable evaluation of employee positions and subsequent pay administration for insurance benefits.

3.2 Description Format: Position information shall be organized and documented in a standard position description format as follows:

- Position Title;
- Department or Program;
- Immediate Supervisor;
- Basic Function;
- Specific Responsibilities;
- Relationships and Contacts;
- Dimensions (Staff, Spending Authority, People Served, Authority).
The following guidelines shall be followed when writing a position description:

A. The position description must stand alone. It should not rely on other position descriptions for clarity or completeness.

B. The description should be specific and should clearly establish all principal responsibilities of the position.

C. The description should show the essential differences in kinds of work done at different levels within an organizational component.

3.3 Evaluation Committee: This committee is chaired by the Director of Personnel or a designee and is composed of the following additional persons: Dean, Student Development; Assistant to the Superintendent; Director, Career Supplemental; and four members of the Secretarial/Clerical staff.

The committee shall have the following responsibilities:

A. Evaluate new positions and recommend appropriate salary grades as delineated in the following sections.

B. Re-evaluate existing positions at the request of the Director, Personnel and recommend proper salary grade assignment.

C. Respond to recommendations by the Director, Personnel regarding identified inequities within existing position descriptions and salary grade assignments.

3.4 Position Description Development: The necessity for a new or revised position description typically arises because of these situations:
A. The head of a function, division, or department, or the incumbent in a position, judges that the duties and responsibilities are significantly different from those stated in the current approved description.

B. Organizational changes which result in the creation of new positions or significant realignment of duties and responsibilities in existing positions.

When either of these two conditions occur, it is the responsibility of the Director, Personnel to direct a study of the situation. These procedures will be followed:

Step 1 — A member of the Personnel staff will secure detailed information about the position utilizing a Position Questionnaire.

Step 2 — Using the above data, a revised preliminary position description will be developed.

Step 3 — The preliminary position description will be reviewed by both the incumbent and the immediate supervisor. When general agreement on the accuracy of the description has been reached, the description will be given approval signatures by the incumbent, the immediate supervisor and the appropriate Dean or Director.

Step 4 — The final approved position description shall then be retained in the Personnel Office and included in a master file of descriptions. Additional copies of the description shall be supplied to the incumbent, the immediate supervisor, and the unit administrator, as requested.
3.5 **Position Description Maintenance**: The Director, Personnel or a designee, shall be responsible for auditing, on a regular basis, the master file of position descriptions. The Director or a designee shall also monitor the efforts of unit administrators as they prepare new and revised descriptions and audit their unit's position descriptions for timeliness, accuracy and completeness.

**Position Evaluation Process**

4.1 **Introduction**: An effective base salary administration program is a dynamic system, requiring periodic modifications and adjustments. As new positions are created, they must be evaluated and assigned to an appropriate salary grade. Similarly, as the content of current positions change, these positions must be re-evaluated for possible reassignment of salary grade.

4.2 **Evaluation Procedures**: When a position is either established or changed, documentation shall be made of the duties and responsibilities of that position as described in Section 3.0. Once this has been done, the position shall be evaluated. The responsibility for assuring that an evaluation is made belongs to the Director, Personnel. These procedures will be followed:

**Step 1** — Using the approved point evaluation plan, the Evaluation Committee will evaluate the position and assign a point total value.

**Step 2** — Once the point total value has been agreed upon, the position will be assigned to the appropriate salary grade by the Director, Personnel.
Step 3 — The detailed evaluation record and salary grade assignment will be filed in the Personnel Office.

Step 4 — The Director, Personnel will notify the incumbent, the unit administrator and the president of the Business Association of the evaluation results.

3 Salary Adjustment: Upon movement into a higher salary grade the incumbent's salary will remain the same if the salary is 2% or more above the minimum salary for the new grade. In cases where the incumbent's salary is below the new minimum the salary will be established at a rate which is 2% above the minimum salary of the new grade.

4 Evaluation Maintenance: In order to maintain the College's position evaluation system, every effort will be made to re-evaluate approximately 25% of all positions each year. This means that each position will normally be re-evaluated at least every four years.

Use Salary Structure

1 Salary Grade Development: All secretarial/clerical positions are grouped into a series of salary grades. The purpose of this grouping process is to place positions of the same general value into the same salary grade and conversely to insure that positions of distinctly different value are assigned to different salary grades. Based upon regular and acceptable personnel practices, salary grades were established for the College and are identified in Exhibit I.
5.2 **Maintenance of Base Salary Structure:** To insure that the base salary structure is set at and remains at an appropriate level of competitiveness, it shall be the responsibility of the Director, Personnel to conduct a salary survey of the external labor markets on no less than an annual basis.

**Salary Determination Guidelines**

6.1 **Criteria for Advanced Placement:**

A. Credit will be given only for years of directly related experience above the minimum qualifications of the position as advertised. Directly related experience will be determined by the Director of Personnel.

B. After minimum qualifications and directly related experience are identified, credit will be given in accordance with the following criteria:

<table>
<thead>
<tr>
<th>Directly Related Experience</th>
<th>1 year</th>
<th>3% above minimum of range</th>
</tr>
</thead>
<tbody>
<tr>
<td>Effective 1979-80, only</td>
<td>2 years</td>
<td>5% above minimum of range</td>
</tr>
<tr>
<td></td>
<td>3 years</td>
<td>7% above minimum of range</td>
</tr>
</tbody>
</table>

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C. If no applicant can be secured by the authorized placement procedure within 15 calendar days of posting the position, Personnel will survey market conditions for that classification. If found
necessary, a new hiring rate will be established for that classification. All incumbents in these classifications will be placed at least to new hiring rate and retroactive to the new employee's date of hire. Maximum placement is mid-point of range.

D. Salary placement in accordance with established procedures will be determined by the Director of Personnel.

E. The Business Association's executive committee will be informed of all secretarial/clerical advance placements.

6.2 Salary Structure Adjustments: On an annual basis, the College shall adjust the base salary structure to maintain an appropriate level of competitiveness. The annual salary structure adjustment is subject to Board approval.

The salary structure adjustment is calculated by multiplying the percent of structure increase times the minimum salary of each salary grade range. The resultant product becomes the base structure increase for all incumbents within that salary grade.

6.3 Movement in the Salary Range: Movement in the salary range is defined as horizontal increments within the salary range.

Increments are defined as variable percent limits of the incumbent's current salary. Increments are determined by subtracting the net result of the base salary adjustment from the total annual salary increase approved by the Board.

6.4 Satisfactory Performance: Movement increments are predicated on the concept of satisfactory performance. Individual incumbent salaries
may be held or be subject to a limited increase level based upon evidence substantiated in an annual employee performance appraisal.

6.5 **Promotional Increase**: Upon transfer to a position with a higher salary grade, employees will be entitled to one of the following dollar increases:

A. 4.57% of the new salary grade base added to present salary, 

OR

B. Placement at the minimum of the new grade, if the increase exceeds 4.57% of the base of the new grade.

6.6 **Salary Reduction**: Transfer either voluntary or involuntary, to a position in a lower salary grade will result in a dollar reduction in a salary as follows:

A. 4.57% of the base of the present salary range.

B. The maximum of the salary range of the new position if item A would result in a salary above such maximum.

6.7 **Partial Increments**: New employees completing less than a full year of employment at the College will be eligible for a proration of the movement increment based upon their actual term of employment.

Employees will be eligible for full base salary structure adjustments regardless of date of employment.

6.8 **Above Maximum Salaries**: Employees having a base salary at the maximum for their assigned salary grade are not eligible for additional movement increments.

Such employees will, however, be eligible for base salary structure adjustments.
Mr. Eugene R. Snyders  
Vice President, Business Management  
Des Moines Area Community College  
2006 South Ankeny Boulevard  
Ankeny, Iowa 50021  

Dear Mr. Snyders:

We appreciate the opportunity for Don Geiger, Ken Miller, David Nyman, and Ray Piiparinen to meet with you to discuss your progress toward the implementation of a financial management system. We are pleased that the project is again moving toward implementation. We understand and concur with your concern over insuring that the implemented system will meet the management needs of Des Moines Area Community College. Only by meeting these needs will the goals and objectives of the college be completely served by the proposed system.

We appreciate this opportunity to submit a proposal to assist you in your effort. As we discussed, a project of this type is best handled by determining and solidifying the institution's needs prior to interacting with the software vendor. Once this is accomplished, the institutional personnel will be on much firmer ground in determining whether vendor supplied reports will satisfy their information needs and in negotiating for additional requirements to be accommodated by the proposed software system. Our proposal follows this approach to the project.

BACKGROUND

Deloitte Haskins & Sells was contacted by DMACC during October 1977 and asked to prepare a proposal to assist the institution in implementing a financial management system. As a result of our discussions with institutional personnel our proposal was limited to assisting the institution in the development of a new chart of accounts that would be adequate for institutional financial accounting information needs.
Part of the proposed effort included interviews with the State Auditor and Department of Public Instruction (DPI) to determine how the resulting chart of accounts might be used to stimulate concurrent efforts at revising the state accounting system for area institutions.

The DH&S proposal was never acted upon because the state stepped up their efforts in revising the state accounting manual. Institutional representatives have assisted DPI in the development of an expanded account code and chart of accounts that more accurately portrays the activities of the community colleges. The proposed account code structure is intended to provide for internal institutional management reporting needs as well as state level reporting. The state signed a contract with Midwest Systems Group (MSG) for the provision of the required data processing software implementation needs of the new accounting system. The pilot data processing system is scheduled for implementation at DMACC during 1979.

While the proposed accounting system is designed to allow institutional level financial management reporting, there are concerns at DMACC over how to accommodate this level of reporting through the proposed account code structure and the MSG system generated reports.

**SCOPE AND OBJECTIVES**

Our scope of services in this proposal is to assist DMACC in their review and acceptance of the financial accounting system being implemented by MSG. Specifically, we see the objectives for this project to be:

- Identify and provide assistance in defining the management reporting needs of DMACC

- Review the proposed chart of accounts, the current chart of accounts, and determine how the management reporting needs of DMACC can be accommodated by the proposed account code structure.

- Determine the ability of the MSG system, as modified for Iowa implementation, to meet the DMACC institutional reporting needs

- Meet with the MSG and DMACC personnel to identify how reporting changes and/or enhancements to the vendor's software would incorporate DMACC management reporting needs into the implemented system.
UNDERSTANDING AND APPROACH

The need to provide meaningful information to controlling boards, administrators, outside agencies, the executive and legislative branches of state government, and to various DMACC line officials has resulted in the revision and improvement of the Uniform Financial Accounting System for Area Schools. As part of a state-wide project to revise the system the old ten-digit account code structure was determined to be inadequate and a new eighteen-digit code has been proposed. We understand that DMACC officers are not confident that the proposed structure is adequate for reporting financial management data by departments, divisions, and campuses across program and organizational lines. For each fund, up to five organizational hierarchical reporting levels have been identified for which detail reports are, and will continue to be, prepared.

DMACC officials have indicated that financial systems must be responsive to the administration's demands for control. Automated financial reporting is not currently capable of producing reports that compare expenditures at the fund or organizational level with budgeted amounts. As a result, duplicate systems or other inefficient methods of obtaining the necessary information have been utilized.

We believe that control over expenditures requires that management reporting must be designed to conform to the concept of responsibility reporting, or reporting expenditures according to those who are accountable for their control. In this context, a responsibility center is a fund or an organizational unit for which an individual manager is responsible. The DMACC budget and budgetary process identifies five levels of planning against which the administration expects to measure performance. Financial reporting should be at these same levels or lower in order to provide appropriate control information. Management at each level need only receive reports which summarize activity at that level and lower levels under a pyramidal reporting structure. The levels and our understanding of the proposed account code equivalents are listed below. Our work under this proposal will determine how the accounting code structure could accommodate specific DMACC organizational reporting requirements.
Responsibility Center
Budgetary Control

Level 1 Level 2 Level 3 Level 4 Level 5
Institution Division Department Program Cost Center

Proposed Account Code Structure
Fund Function Department Speciality Unit Site

The proposed DPI state-wide chart of accounts is an organized list of accounts for use in the accounting system. It is intended to establish standardization at summary levels but, we understand DPI intends to also allow the local community college freedom to maintain accounts in the level of detail they desire and to structure their accounts to fit their unique administrative organization.

Since the chart of accounts is such a key element, we propose that the first stage of our project be devoted to determining how the accounting code structure can interface to existing systems or be modified to capture and/or generate information that can be used by the various organizational levels. In carrying out this stage of the project, we propose to work with DMACC to:

- Review the DMACC organizational structure and the need for financial reporting by the various organizational levels

- Examine the proposed chart of accounts to determine its ability to meet DMACC internal management reporting needs

...compatibility with accounting and reporting standards suggested by the National Association of College and University Business Officers (NACUBO) and the American Institute of Certified Public Accountants (AICPA)

- Identify proposed management reporting needs and develop pro forma reports. Special or problem areas to be addressed include: grant accounting and reporting where the resources are applied across organization or cost center lines; reporting of activities for campus locations where functional and actual line reporting are to other responsibility centers; summary reporting for specific objects of expenditure, e.g., salaries and fringe benefits for management information as input for collective bargaining; summary reports for various responsibility levels

- Review these pro forma reports in a meeting with DMACC personnel and revise as necessary
- Analyze the vendors proposed report forms and meet with MSG personnel to establish procedures for modifying their system's standard reports as a part of implementation.

- Analyze the proposed account code structure and meet with MSG personnel to determine how the system processes data, posts to accounts, and develops report information in order to identify how the account code structure (or other method) could be expanded through the use of tables or indices to accommodate DMACC needs and determine the degree of difficulty of making these changes to the system.

- Prepare recommendations and a plan for implementing the recommendations including any proposed modifications or extension to the proposed chart of accounts to incorporate the needs of DMACC.

This approach should enable DMACC to assure that the financial accounting system will provide a system which could serve as a model to other community colleges in the State as well as meet the information and control needs of DMACC.

STAFFING AND QUALIFICATIONS

Our services to DMACC will be directed and coordinated by Mr. Vito Petruzzelli. Mr. Petruzzelli is the Firm's Director in charge of coordinating our data processing services in the Midwest. Mr. Richard Sharpnack will be the quality control partner for this engagement. Mr. Sharpnack is the Partner-in-Charge of our Des Moines office. We anticipate that the work specified in our approach would be carried out by Messrs. David Nyman, Raymond Piiparinen, and Edward Hohenstein. Messrs. Nyman and Piiparinen have significant direct and consulting experience to the educational and governmental industries. Mr. Hohenstein has been directly involved with audits of community colleges in Illinois for the past six years.

We use the team approach in serving our clients. This approach has the advantage of having more than one person available for assistance at any one time, thus enabling us to respond to your request on a timely basis.

We have performed management advisory and audit services for a number of community colleges including: Peralta Community College; South Texas Junior College; Graham Junior College; State Community College, East St. Louis; Illinois Valley Community College; Broward Community College; International
Deloitte, Haskins & Sells Management Reporting Proposal

Attached is the proposal submitted by David Nyman of Deloitte, Haskins and Sells. As spelled out, the scope and objectives are included on page 2. It is imperative that we proceed immediately with the development of a management reporting system if the various levels of supervisors, starting at the lowest level and proceeding to the superintendent and board, are to be provided with meaningful management data. In turn, they can be held accountable and responsible for administering their respective units based on creditable financial reports.

Definition of the management reporting needs is extremely important as we begin to develop a Planning/Management/Evaluation system now underway. Identification of specific requirements at each level within the organization is a major undertaking. Therefore, an organization with the resource and expertise of Deloitte, Haskins and Sells will be of extreme value in developing a reporting system in a relatively short period of time. This requirement is essential in light of the anticipated January 1, 1980 implementation date for the M.S.G. software package on the statewide computer system.

As expressed on page 4 of the proposal, "control over expenditures requires that management reporting must be designed to conform to the concept of responsibility reporting, or reporting expenditures according to those who are accountable for their control." Thus pages 3, 4, and 5 spell out the approach to developing recommendations to meet the above requirement.

This project could be completed prior to October 15, 1979, thus giving ample time to develop or modify software to meet the recommended reporting requirements.

RECOMMENDATION: Approval of this project at a fee range between $8,500 and $9,000.
Community College; Lasell Junior College; and Salem Community College. Our experience with educational institutions, governmental units, and financial systems will assist DMACC in attaining its goals and objectives for financial information reporting.

**TIME AND FEES**

We anticipate beginning our field work on August 20, 1979. The elapsed time for the project will depend on the number of interviews necessary at DMACC and the number of meetings required with MSG. We believe that the critical point of the project is to have the required report information ready before the pilot system becomes operational. This would allow for timely comparison of system reports with DMACC needs and enable the vendor to modify report writing programs as a part of implementation.

Our fee for the analysis of the proposed account structure and determination of financial information needs, including expenses for travel and subsistence, would range between $8,500 and $9,000. Because of the uncertainty of the number of meetings that will be required with MSG, we propose to bill on an hourly rate plus out-of-pocket expenses for this portion of the engagement. We recommend that these meetings be conducted in Chicago to reduce the cost to DMACC. We would secure your approval prior to exceeding $10,000 in fees for the entire engagement.

**We appreciate the opportunity to present our proposal to you and will be pleased to provide any further information you may require. We also wish to express our appreciation to you for the courtesies extended to Don Geiger, Ken Miller, David Nyman, and Ray Piiparinen during their visits at DMACC. We look forward to the opportunity of working with you and your colleagues at DMACC. Such an opportunity will provide you with the advantage of drawing upon our skills and experiences, as well as provide us an occasion for demonstrating our capabilities for further assisting DMACC.**

Yours very truly,

DELOITTE HASKINS & SELLS

[Signature]

DELOITTE HASKINS & SELLS
Salary Adjustment for Administrative/Professional/
Supervisory/Coordinators/Technical Personnel

Certain distortions have occurred over the past five years in the relationship
of persons paid on the Administrator/Professional/Supervisor/Coordinator/
Technical (A/P/S/C/T) schedule to those paid on the faculty salary schedule.

There are approximately 90 persons in this group which accounts for all those
not in Faculty, Secretarial/Clerical, Auxiliary Services, Physical Plant or
Food Service. These latter groups have had careful scrutiny and salary
adjustments to ensure external and internal equity in the recent past, while
the 90 have not. The reasons for some of the disparity between the faculty
and especially those of the 90 who supervise faculty are:

1) Faculty are permitted to teach for extra pay.
2) Faculty may advance (lane change) by earning extra college
   credits or staff development units credits.
3) Certain faculty members received the 1% equal pay money
   over a three year period while the 90 received 1% over the
   normal increase for only one year.

While the general percentage increases have been identical overall, the
adjustments made to faculty salaries have compressed the relationship of those
salaries to those of equivalent positions in the A/P/S/C/T schedule. The
tables below summarize this compression.

A. Average dollars salary increases 74-75 to 78-79.

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<thead>
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<th>Average Salary 1974-75</th>
<th>Average Salary 1978-79</th>
<th>$ Increase</th>
<th>% Increase</th>
</tr>
</thead>
<tbody>
<tr>
<td>48 A/P/S/C/T $15,996</td>
<td>$22,625</td>
<td>$6,629</td>
<td>41%</td>
</tr>
<tr>
<td>107 Faculty 14,066</td>
<td>20,691</td>
<td>6,625</td>
<td>47</td>
</tr>
</tbody>
</table>

B. Difference between A/P/S/C salaries and average salaries of faculty,

<table>
<thead>
<tr>
<th>Average Salary 1974-75</th>
<th>Difference 1974-75</th>
<th>$</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>48 A/P/S/C/T $15,996</td>
<td>$1,930</td>
<td>14%</td>
<td></td>
</tr>
<tr>
<td>107 Faculty 14,066</td>
<td>$1,934</td>
<td>9%</td>
<td></td>
</tr>
</tbody>
</table>
NOTE: The 48 employees on the A/P/S/C/T schedule (out of the 90 persons presently on that schedule) and the 107 employees on the faculty schedule represent employees on those schedule who were employed continuously by DMACC during the time period.

RECOMMENDATION: That each of the 90 persons be given an upward adjustment of $367.00 effective July 1, 1979. (This equates to the dollar amount given the faculty for lane changes over the past three years.) Further, that the Board provide $633.00 to be placed with the Superintendent's share ($367.00), giving the Superintendent a $1,000.00 special account per year with which to honor, recognize, and accommodate special groups such as student organizations, faculty, college council, etc. The Chairman of the Board will audit the account.
RESOLUTION NO. 79-15

RESOLUTION APPROVING SALE OF HOUSE

HEREAS, the Des Moines Area Community College previously purchased the following described real estate, to wit:

Lot 13, Block 1, Applewood Knolls Addition to Carroll, Carroll County, Iowa

(205 E. Randall Road, Carroll, Iowa)

or the purpose of providing a site for the erection of a dwelling structure by Building Trades students at Des Moines Area Community College as part of a regular course of study, with the intent that upon completion of said construction project the real estate and improvements erected thereon would be sold; and

HEREAS, the construction project has now been completed and the real estate constitutes surplus property having no further school purpose; and

HEREAS, the Board adopted, on October 9, 1978, a procedure for selling student constructed houses pursuant to Section 280A.23(7) of the 1977 Code of Iowa as amended by H.F. 2277 of the 1978 sessions of the 67th General Assembly; and

HEREAS, pursuant to that procedure, Richard D. Hapgood and Heide Hapgood submitted a bid for said real estate, said bid being in the sum of $65,000.00 which is equal to the fair market value of the said real estate, and

HEREAS, it is the opinion of the Board that the sale of said real estate for said sum is in the best interest of the Des Moines Area Community College;

NOW, THEREFORE, BE IT RESOLVED that, in accordance with the foregoing preambles, the bid of Richard D. Hapgood and Heide Hapgood in the sum of $65,000.00 which includes allowances as noted above, for the purchase of real estate as described above, be accepted, and the President and Secretary of this Community College are hereby authorized, directed and empowered to execute and deliver a warranty deed conveying said premises to the said Richard D. Hapgood and Heide Hapgood upon receipt of the consideration therefor in full.

PASSED AND APPROVED this 13th day of August 1979.

MAURICE CAMPBELL, President

ATTEST:

EUGENE R. SNYDER, Secretary
ADVISORY COMMITTEE RECOMMENDATIONS

FISCAL YEAR 1980
CAREER EDUCATION

Recommended by

Harold Gamm
Dean, Career Education
DES MOINES AREA COMMUNITY COLLEGE
AGRI-BUSINESS DEPARTMENT
AGRICULTURAL SUPPLY ADVISORY COMMITTEE

FALL 1979

THREE-YEAR TERM

Ernie Sansgaard
Division Business Analyst
Farmland Industries
1661 East Aurora
Des Moines, IA 50316
Telephone: 266-2233

Richard Degner
802 NE Trilein Dr.
Ankeny, IA 50021
Telephone: 964-4491

Steve Birchmier
The Honorable Robert Lounsbbery
Secretary of Agriculture
State Capitol Building
Des Moines, IA 50319
Telephone: 281-5321

Ivan Wikner
Executive Secretary
Pioneer Seed Company
Iowa Fertilizer & Chemical
541 31st Street
Des Moines, IA 50312
Telephone: 282-9659

Robert L. Skinner
Lewis Baer
Executive Vice-President
Iowa Grain and Feed Association
Baer Agricultural Supply
201 Shops Building
Waukee, IA 50263
Telephone: 987-4763

Telephone: 283-0431

ONE-YEAR TERM

Charles Laverty
Laverty Elevator, Inc.
Box 198
Indianola, IA 50125
Telephone: 961-2505

Dan Murphy
Dan Murphy Company
1533 Linden
Des Moines, IA 50309
Telephone: 283-2739

James Higgs
Farmers Coop Elevator Co.
Waukee, IA 50263
Telephone: 987-4511

Norman A. Still, Vice President
Maynard Printing Co.
801 Park St.
Des Moines, IA 50309
Telephone: 282-9164
AGRICULTURE EQUIPMENT TECHNOLOGY
AGRICULTURE POWER AND EQUIPMENT
ADVISORY COMMITTEE

Three-Year Term

Jon Perry, Service Mgr.
Farmland IHC
5454 N. E. 56th St.
Des Moines, Iowa 50313
PH: 262-9718

Mr. Orville O'Hara
Area Service Mgr.
Allis Chalmers Co.
Bondurant, Iowa 50035

Tom Hatch
Case Tractor Co.
609 - 35th St. S. E.
Cedar Rapids, Iowa 52403

Two-Year Term

Bud Ewing
Ewing Implement
2901 S. E. Delaware
Ankeny, Iowa 50021
964-0611

Jerry L. Johnson
Johnson Sales & Service
Box 217
Zearing, Iowa 50278
PH: 487-3931

One-Year Term

Donald Manson
Training Manager
Massey Ferguson Co.
1901 Bell Avenue
Des Moines, Iowa 50312
PH: 247-2820

Stephen R. Bruns
Ryerson Implement Co.
1316 - 6th St.
Nevada, Iowa 50201

Melvin Stukenberg, Editor
Iowa Farm Equipment Ass'n Magazine
2716 Grand Avenue
Des Moines, Iowa 50312
PH: 282-8384

Charles Brehse (New Holland Equip)
1030 Market St.
Carlisle, Iowa
PH: 984-4104

Mr. Joe Busch
Brooks Equipment Co.
Hwy 30 W. & Montana Avenue
Boone, Iowa 50036
PH: 432-2815
DES MOINES AREA COMMUNITY COLLEGE

ASSOCIATE DEGREE NURSING ADVISORY COMMITTEE

FALL, 1979

Three Year Term

E. Pisut
Registrar of Nursing
Des Moines General Hospital
3 East 12th Street
Des Moines, IA 50316
Telephone: 265-9533

Neta McCleary
Director of Nursing
Broadlawns Hospital
18th and Hickman Streets
Des Moines, IA 50314
Telephone: 283-2061

Mary Booth, R.N.
Diabetes Education Coordinator
Des Moines General Hospital
603 East 12th Street
Des Moines, IA 50316
Telephone: 265-9640
Home Tele: 280-1621

Two Year Term

Inda Adams
Staff Nurse
Mary Greeley Hospital
17 Eleventh Street
Ames, IA 50010
Telephone: 239-2011
Home Tele: 292-6410

Suzanne Mains
Assistant Director Nursing Education
Mercy Hospital School of Nursing
6th and University Avenues
Des Moines, IA 50316
Telephone: 284-3180

One Year Term

Margaret Granberg
Consumer, Health Services
390 South State, Farm Road
West Des Moines, IA 50265
Telephone: 225-7133

Helen Sidles
Head Nurse
Mary Greeley Memorial Hospital
117 Eleventh Street
Ames, IA 50010
Telephone: 239-2011
Home Tele: 233-1394

Barbara Bravard
Inservice Education Director
Boone County Hospital
Boone, IA 50036
Telephone: 432-3140
Home Tele: 432-2603
Three-Year Term

Ray Lauterbach
Lauterbach Chevrolet & Buick
805 Railroad
Perry, Iowa 50220
PH: 465-3564

Dennis Duncan
604 East 4th St. So.
Newton, Iowa 50208
(Gety Pontiac)
PH: 792-6412

Lyle White
White's DX Station
R.R. #1
Kellogg, Iowa 50135
PH: 526-8538

Two-Year Term

Bill Green
Chevrolet Zone Service Mgr.
818 - 5th Avenue
Des Moines, Iowa 50309
PH: 247-8672

Wilbur Swindler
Harold Robbins, Inc.
1313 Locust
Des Moines, Iowa 50309
PH: 244-8156

William Hendrick
Betts Cadillac
1609 Locust
Des Moines, Iowa 50309
PH: 288-7264

One-Year Term

Charles Gabus
Charles Gabus Ford
4545 Merle Hay Rd.
Des Moines, Iowa 50310
PH: 278-7600

Dennis L. Hammond
Iowa Auto Electrical Service
125 E. Walnut
Des Moines, Iowa 50309
PH: 288-7264

Bill Heitritter
Service Manager
Crescent Chevrolet
555 - 17th St.
Des Moines, Iowa
PH: 247-8020
### Three-Year Term

<table>
<thead>
<tr>
<th>Name</th>
<th>Business Name</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>William Needham</td>
<td>Needham Auto Body</td>
<td>265-3455</td>
</tr>
<tr>
<td></td>
<td>Des Moines, Iowa 50317</td>
<td></td>
</tr>
<tr>
<td>Bill Griffin</td>
<td>Griffin Auto Body</td>
<td>223-0821</td>
</tr>
<tr>
<td></td>
<td>West Des Moines, Iowa 50265</td>
<td></td>
</tr>
<tr>
<td>Chas. Young, Jr.</td>
<td>West Des Moines Auto Body</td>
<td>225-6676</td>
</tr>
<tr>
<td></td>
<td>1115 Railroad</td>
<td></td>
</tr>
<tr>
<td>Richard Bolander</td>
<td>Hawkeye Auto Supply, Inc.</td>
<td>7101 Prairie</td>
</tr>
<tr>
<td></td>
<td>Mail: Urbandale, Iowa 50322</td>
<td></td>
</tr>
<tr>
<td>Clarence Shannon</td>
<td>Shannon Frame &amp; Alignment</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Des Moines, Iowa 50317</td>
<td>283-1223</td>
</tr>
</tbody>
</table>

### Two-Year Term

<table>
<thead>
<tr>
<th>Name</th>
<th>Business Name</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fred McLain</td>
<td>Sherwin Williams</td>
<td>288-6559</td>
</tr>
<tr>
<td></td>
<td>Des Moines, Iowa 50309</td>
<td></td>
</tr>
<tr>
<td>Ken Fausch</td>
<td>Box 24</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Sheldahl, Iowa 50243</td>
<td></td>
</tr>
<tr>
<td></td>
<td>685-3521 (Bus)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>685-3440 (Home)</td>
<td></td>
</tr>
<tr>
<td>Eldon Emmack</td>
<td>D &amp; C Auto Inspection</td>
<td></td>
</tr>
<tr>
<td></td>
<td>210 Broadway</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Des Moines, Iowa 50313</td>
<td>244-5035</td>
</tr>
<tr>
<td>Alan Givant</td>
<td>Des Moines Auto Parts Supply</td>
<td></td>
</tr>
<tr>
<td></td>
<td>1511 S. E. 42nd St.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Des Moines, Iowa 50303</td>
<td>265-7509</td>
</tr>
</tbody>
</table>

### One-Year Term

<table>
<thead>
<tr>
<th>Name</th>
<th>Business Name</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Whitey Alsted</td>
<td>Whitey's Body Shop</td>
<td>265-4372</td>
</tr>
<tr>
<td></td>
<td>Des Moines, Iowa 50317</td>
<td></td>
</tr>
<tr>
<td>Kenny Steffens</td>
<td>Central Body Shop</td>
<td></td>
</tr>
<tr>
<td></td>
<td>111 East 3rd</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Des Moines, Iowa 50314</td>
<td>282-8442</td>
</tr>
<tr>
<td>Ivan K. Stoner</td>
<td>Snap-on Tools Corp.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>1210 Southlawn Drive</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Des Moines, Iowa 50315</td>
<td>285-6995</td>
</tr>
</tbody>
</table>
DES MOINES AREA COMMUNITY COLLEGE
AUTO PARTS ADVISORY COMMITTEE
Fall 1979

Three-Year Term

Verne E. Curtis
Kex Auto Parts
3716 - 6th Avenue
Des Moines, Iowa 50313
PH: 282-0285

Jim Schultz
Iowa Truck Center - GMC
4140 E. 14th St.
Des Moines, Iowa 50313
PH: 263-3630

Craig Harris
2417 - 53rd
Des Moines, Iowa 50310
PH: 279-2864
(Midlands Automotive Warehouse)

Two-Year Term

Loyal Hellwig
2318 Harding Road
Des Moines, Iowa 50317
PH: 277-9879
(Ia. Automotive Wholesaler's Assn.)

Milo Allen
Arnold Motor Supply
610 N.W. Ankeny Blvd.
Ankeny, Iowa 50021
PH: 964-3039

Dan Madison
2107 - 36th St.
Des Moines, Iowa 50310.
PH: 277-9022 (Home)
Gibbs-Cook 270-2800

One-Year Term

Robert Anderson
2116 E. 38th Ct.
Des Moines, Iowa
(Hansen Dodge) 243-8900

Richard Bolander
Hawkeye Auto Supply Inc.
3321 E. 14th St.
Des Moines, Iowa 50316

Jim Vitzthum
4215 N. E. Casebeer
Altoona, Iowa 50009
PH: 967-5991 (Home)
Ankeny Ford - 964-4222
DESMOINES AREA COMMUNITY COLLEGE  
Auto Service Carroll  
Secondary Education  
Advisory Committee  
Fall 1979

Three-Year Term

Billmeier  
S. Gate Place  
Carroll, IA 51401  
Manager, Sieg Co.)  
Phone: 712 792-4778

DeWayne McCord  
1345 Salingar  
Carroll, IA 51401  
(Machinist, Arnold Motors)  
Phone: 712 792-9725

Two-Year Term

Dan Hunter  
Vice Manager  
FFith Ford Mercury  
Highway 71 & 30  
Carroll, IA 51401  
Phone: 712 792-1505

Paul Oberding  
Owner Operator  
OK Automotive  
Highway 30 East  
Carroll, IA 51401  
Phone: 712 792-4667

One-Year Term

Beckman  
Service Manager  
Chevrolet  
Carroll, IA 51401  
Home Address: 1908 N. Main  
Phone: 712 792-2674

Steve Thomsen  
TNT Performance  
Carroll, IA 51401  
Home Address: 214 N. East  
Phone: 712 792-603

Allen Headlie, Manager  
Headlie Ford  
601 Park  
Coon Rapids, IA 50058  
Phone: 712 683-2202
DES MOINES AREA COMMUNITY COLLEGE
BANKING ADVISORY COMMITTEE
FALL 1979

Three-Year Term

Vickie Mathews
Central National Bank
Locust & Sixth Avenue
Des Moines, Iowa 50304
Telephone: 245-7111

Two-Year Term

Timothy Byrnes
West Bank
1601 22nd Street
West Des Moines, Iowa 50265
Telephone: 225-2300

One-Year Term

Edward J. Cunningham
Assistant Vice President
Plaza State Bank
Box 3660
Des Moines, Iowa 50322
Telephone: 278-1671

Sandy Lamb
Central National Bank
6th & Locust
Des Moines, Iowa 50309
Telephone: 245-7082
Roland Eppert  
Central Tractor Co.  
1515 E. Euclid  
Des Moines, Iowa 50313  
Telephone: 266-3101

Clyde Varney  
Pester Derby  
5th & Keo  
Des Moines, Iowa 50309  
Telephone: 282-5000

Don Banning  
Manager - Accounting  
Dial Financial Center  
207 9th Street  
Des Moines, Iowa 50307  
Telephone: 243-2131

Larry P. Anderson  
Personnel Manager  
Quinn Machinery  
Division of Zeidlers, Inc.  
P.O. Box 130  
Boone, Iowa 50036  
Telephone: 432-3553

Bentley DeMars  
Controller & Treasurer  
Cadco  
10100 Douglas  
Des Moines, Iowa 50322  
Telephone: 276-5417

Ms. Phyllis Collison  
Investment Assistant  
Preferred Risk Insurance  
111 Ashworth Road  
West Des Moines, Iowa 50265  
Telephone: 225-5000

Jim Henkel, CPA  
Citizens National Bank  
Boone, Iowa 50036  
Telephone: 432-8636

Dr. A. Douglas Hillman  
Department of Business Administration  
Drake University  
26th and University  
Des Moines, Iowa 50311  
Telephone: 271-2720
BRICKLAYING ADVISORY COMMITTEE
Fall 1979

Three-Year Term

Bruce Paterson
Can-Tex Industries
Grimes Plant
P.O. Box 3510
Des Moines, Iowa 50322
PH: 986-3655

Basil Townes
P.O. Box 5033
Des Moines, Iowa
PH: 288-1938 (Office)
265-0450 (Home)

Jack Jones
5525 S. E. 66th Place
Avon Lake, Iowa
PH: 989-4270

Two-Year Term

Dennis Jones
1303 Burnham
Des Moines, Iowa
PH: 285-6208

Russell Dalton
Dalton & Sons Const.
Polk City, Iowa 50226
PH: 984-6268

One-Year Term

Gene Block, Field Supt.
Seedorff Masonry
Route 1
Madrid, Iowa 50156
PH: 795-3879

Thomas W. Garton
3811 Lower Beaver Rd.
Des Moines, Iowa 50310
PH: 279-0679
DES MOINES AREA COMMUNITY COLLEGE
VOCATIONAL SKILLS DEPARTMENT
CRAFT ADVISORY COMMITTEE
BUILDING MAINTENANCE
FALL 1979

Three-Year Term

Harold Higgins
662 - 45th Street
Des Moines, IA
Home telephone: 255-2591
Work telephone: 225-0905

Jay D. Henderson
2705 - 41st Pl.
Des Moines, IA 50310
Home telephone: 279-0089
Work telephone: 225-0905

Terry Padget
4010 Woodland Plaza #2
West Des Moines, IA 50265
Home telephone: 225-7622
Work telephone: 225-2803

Paul Zurflutt
702 S.E. 28th Ct.
Des Moines, IA 50317
Home telephone: 262-6994
Work telephone: 225-1331

Two-Year Term

Dave Oliver
Building Maintenance Service
304 - 15th St.
Des Moines, IA 50309
Telephone: 245-4350

John McGuiness
505 S.W. 7th
Des Moines, IA 50309
Telephone: 243-0280

Larry Overton
National By Products, Inc.
S.E. 18th & Scott
Des Moines, IA 50317
Telephone: 265-0381

Kris McCarthy
John Deere
Dept. 55
Ankeny, IA 50021
Telephone:

One-Year Term

Don Broman
3935 - 4th St.
Des Moines, IA
Telephone: 280-1460

Doug Ireland
Capitol Sanitary Supply Co.
111 - 11th St.
Des Moines, IA 50309
Telephone: 244-4291

Harvey Blanchard
200 N. Vine
Hartford, IA 50118
Telephone: 989-3869

Gary Smith
Des Moines Art Center
Polk Blvd & Grand Ave.
Des Moines, IA 50312
Telephone: 277-4405

Randy Pearson
1805 Dolores
Knoxville, IA 50138
Home telephone: 842-6286
Work telephone: 244-3756

Mike Shearer
Boone, IA 50036
DES MOINES AREA COMMUNITY COLLEGE
BUILDING TRADES ADVISORY COMMITTEE
Fall 1979

Three-Year Term

Ray Stewart
Ray's Cabinet Shop
306 S. E. Magazine Rd.
Ankeny, Iowa 50021
PH: 964-3265

Jim Humke
Humke Construction
100 Birdland Drive
Newton, Iowa 50208
PH: 792-3576

John Bimson, Field Sec.
Iowa Lumberman's Assn.
1449 - 41st Place
Des Moines, Iowa 50311
PH: 274-2827 (Home)

Two-Year Term

Daniel F. Shaffer
1418 Douglas
Ames, Iowa 50010
PH: 232-0724

Jim Nelson
Nelson Builders
610 S. W. Cherry
Ankeny, Iowa 50021
PH: 964-3335

Hal Rusk
Stalter & Rusk Const.
2108 - 46th St.
Des Moines, Iowa 50310
PH: 277-7574

One-Year Term

Gary Davis
Endicott Clay Products Co.
303 W. 5th
Huxley, Iowa 50124
PH: 597-2918

LaVerne Ackerman
R.R. #2
Ames, Iowa 50010
PH: 382-4908 (Home-Nevada)

Eldon Nehring
RFD #2
Madrid, Iowa
PH: 795-3331
DES MOINES AREA COMMUNITY COLLEGE
BUILDING TRADES, CARROLL
SECONDARY EDUCATION
ADVISORY COMMITTEE

Fall 1979

Three-Year Term

yne Halbur
Halbur Realty Co.
5 West 4
Carroll, IA 51401
Telephone: 712 792-2866

Jack Ramaekers
Midwest Wholesale Building
Products
324 N. Court
Carroll, IA 51401
Telephone: 712 792-4581

Two-Year Term

ul A. Walz, Supt.
alz Construction Co.
6 N. Main St.
Carroll, IA 51401
Telephone: 712 792-1187

Roman Steffes
Goetzinger & Steffes Builders
120 S. Adams
Carroll, IA 51401
Telephone: 712 792-9346

rgil Baumhover
umhover Construction, Inc.
1 E. 11
Carroll, IA 51401
Telephone: 712 792-9831

Don Sporrer
825 Salinger Ave.
Carroll, IA 51401
Telephone: 712 792-4258

One-Year Term

rold Bierl
lerl Development Corp.
gway 30 East
Carroll, IA 51401
Telephone: 712 792-4318

Don Kanne
Kanne Construction
432 E. 6th
Carroll, IA 51401
Telephone: 712 792-9325

ber Badding
ading Construction
4 W. 9th
Carroll, IA 51401
Telephone: 712 792-4123
DES MOINES AREA COMMUNITY COLLEGE
VOCATIONAL SKILLS DEPARTMENT
CRAFT ADVISORY COMMITTEE
BUSINESS OCCUPATIONS

FALL 1979

Three-Year Term

Darlene Willis
Chief Operator
Des Moines Register & Tribune
715 Locust Street
Des Moines, IA 50309
Telephone: 284-8050

Al Horn
Personnel Director
Equitable Life Assurance
Society of the United States
3001 Westown Parkway
West Des Moines, IA 50265
Telephone: 223-6915

Michele Harclerode
Office Manager
Yellow Cab Company
550 Seventh Street
Des Moines, IA 50309
Telephone: 243-1111

Two-Year Term

Jean Thompson, Supervisor
Check Collection Department
Central National Bank
Sixth and Locust Streets
Des Moines, IA 50304
Telephone: 245-7390

Mr. William Park
Director of Customer Services
United States Postal Service
Des Moines, IA 50318
Telephone: 284-4364

Barbara Decker
Employment/Safety Administrator
Diamond Labs
2538 SE 43 Street
Des Moines, IA 50320
Telephone: 262-9341

One-Year Term

Audrey Rivas
Office of Housing & Urban Development
Federal Building
210 Walnut Street
Des Moines, IA 50309
Telephone: 284-4105

Wil Smith
Senior Personnel Officer
Iowa Des Moines National Bank
Seventh & Walnut Streets
Des Moines, IA 50309
Telephone: 245-3357

Mike Keck, Personnel Analyst
City of Des Moines, City Hall
East First and Locust Streets
Des Moines, IA 50309
Telephone: 283-4213

Ruby Murray
Central Soya Company
1946 Hull
Des Moines, IA 50313
Telephone: 265-0351
Three-Year Term

Ms. Janine Jensen
Des Moines Child Guidance Center
1400 Woodland
Des Moines, IA 50309
Telephone: 244-2267

Ms. Sandy Alexander
Children's Garden
2901 Grand
Des Moines, IA 50312
Telephone: 282-9641

Ms. Sue Stelter
Bidwell-Riverside Preschool
1203 Hartford
Des Moines, IA 50315
Telephone: 244-6251

Two-Year Term

Ms. Pat Dunham
Developmental Training Center
Woodward State Hospital-School
Woodward, IA 50276
Telephone: 438-2600

Ms. Kay Meginnis
5010 Country Club Blvd.
Des Moines, IA 50312
Telephone: 274-2096

Ms. Julie Stone
1113 S.E. Rose
Des Moines, IA 50315
Telephone: 285-6524

One-Year Term

Ms. Julie Dorman
In-Service Training
Woodward State Hospital-School
Woodward, IA 50276
Telephone: 438-2600

Mr. Bill Wright
Heartland AEA
1932 Ordinance Road
Ankeny, IA 50021
Telephone: 964-2550
DES MOINES AREA COMMUNITY COLLEGE
Commercial and Advertising Art Advisory Committee
Fall 1979

Three-Year Term

Jim Miller
Salesman-Designer
Quick Sign Co.
423 Delaware
Des Moines, Iowa 50317
PH: 265-5314

Jane Beyer
Freelance Artist
3317 Center
Des Moines, Iowa 50312
PH: 255-5861

C. E. (Charlie) Townsend
Freelance Designer
1320 Cummins Parkway
Des Moines, Iowa 50311

Two-Year Term

Peggy Griffith
Graphic Design
1933 Linden
Des Moines, Iowa 50309
PH: 244-4135
277-9794 (Home)

Harry Watts (Comm. Chrmn)
Vice President - Art & Production
Wesley Day and Co.
Suite 606 - 717 Mulberry
Des Moines, Iowa 50309
PH: 243-4135
279-4869 (Home)

Deetra Leech,
Senior Designer
Better Homes & Gardens
Circulation Promotion
Meredith Corporation
1716 Locust
Des Moines, Iowa 50336
PH: 284-9728
(515) 685-3186

One-Year Term

Dennis P. Clark, Art Director
The Perfection Form Company
8350 Hickman Rd.
Des Moines, Iowa 50322
PH: 278-0133
279-4519 (Home)

Mickey Carlson, Art Director
Penguin Studio
2712 Kingman
Des Moines, Iowa 50311
PH: 277-4467

Mark Baty, President
Baty Art & Sign
R.R. #1
Waukee, Iowa 50263
PH: 987-4829
987-4811 (Home)
DES MOINES AREA COMMUNITY COLLEGE
ADVISORY COMMITTEE
COMMERCIAL HORTICULTURE

FALL 1979

THREE-YEAR TERM

Bill Byers, Superintendent
Des Moines Golf & Country Club
I-80 & Ashworth Rd.
West Des Moines, IA 50265
Telephone: 225-1148

Randal Cook
Polk County Conservation Board
Jester Park
Granger, IA
Telephone: 999-2557

Carmen Zimmer, Owner & Mgr.
Carmen's Flowers & Gifts
516 SW 3rd
Ankeny, IA 50021
Telephone: 964-4104

TWO-YEAR TERM

Lyle Cox, Owner & Mng.
Central Iowa Wholesale Floral Inc.
6100 Hickman Road
Des Moines, IA 50322
Telephone: 277-3962

Gene Jennings
Hyperion Field Club
Grimes, IA 50111
Telephone: 276-0016

Phil Cafferty
Ames Nursery
Highway 69
Ames, IA 50010
Telephone: 323-2840

ONE-YEAR TERM

Dick Boesen, Owner & Manager
Boesen the Florist
2422 Beaver Road
Des Moines, IA 50310
Telephone: 274-4761

Dale G. Kirkpatrick, Supt.
Grandview Golf Course
2300 East 32nd St.
Des Moines, IA 50317
Telephone: 283-4224

Ann Fleming, Owner & Manager
Danamere Nurseries
Danamere Farm
Carlisle, IA 50047
Telephone: 283-4915

Sue Ayres, Mgr.
Rose Hill Garden Center
Perry, IA
Telephone:
Three-Year Term

Jack Zimmer
617 S. W. Railroad
Ankeny, Iowa 50021
PH: 964-3307

Dennis R. Nemmers
Heating and Air Conditioning
4807 Aurora Avenue
Des Moines, Iowa 50310
PH: 276-7750

Kim West
Mitchell-West Furnace Co., Inc.
2203 E. Grand Avenue
Des Moines, Iowa 50317
PH: 265-0385

Two-Year Term

Bob Bell
Bell Bros. Htg. & Air Cond.
2822 – 6th Avenue
Des Moines, Iowa 50313
PH: 244-8911

Bob Oltrogge
Schaal Furnace
1st & University
Des Moines, Iowa 50314

One-Year Term

Eber Kappleman, Owner
Kappleman Refrigeration Service
Indianola, Iowa R.R. 3
PH: 961-4500

Henry Van Haaften, Owner
Van Haaften Plumbing & Htg.
Pella, Iowa 50219
PH: 628-3621

Eugene Birlingmair
416 East Wall St.
Des Moines, Iowa
PH: 285-3465 (Home)
DES MOINES AREA COMMUNITY COLLEGE
VOCATIONAL SKILLS DEPARTMENT
CRAFT ADVISORY COMMITTEE
COPY REPRODUCTION
FALL 1979

Three-Year Term

Bob Van Fleet
National Travelers Ins. Co.
820 Keo
Des Moines, IA 50309
Telephone: 238-0101

Paul Ramsay
A.B. Dick Co.
1010 Illinois St.
Des Moines, IA 50314
Telephone: 244-5203

Richard Thomas
Banker Life Printing Co.
300 E. Maple
Des Moines, IA 50309
Telephone: 247-5048

Two-Year Term

Emery Jackson
Pameco Mail Service
304 15th St.
Des Moines, IA 50309
Telephone: 288-0174

James C. Smith
City Print Shop
City Hall
E. 1st & Locust
Des Moines, IA 50309
Telephone: 283-4059

Donald Rowen, President
South Central Iowa Federation of Labor
2000 Walker
Des Moines, IA 50317
Telephone: 262-9571

Jim Shimpaugh
A.B. Dick Co.
1010 Illinois St.
Des Moines, IA 50314
Telephone: 244-5203

Hollie Smith
N.A.B.S.
Chamber of Commerce
8th & High
Des Moines, IA 50309
Telephone: 283-2168

(Continued)
Robert J. Ruths
Coordinator of Office Services
Des Moines Independent School Dist.
1800 Grand Avenue
Des Moines, IA 50309
Telephone: 284-7911

Vernon Lundquist
State Printing
Grimes State Office Building
Des Moines, IA 50319
Telephone: 281-5231

Sharon Gradischnig
CIRALC
104 E. Locust
Des Moines, IA 50309
Telephone: 244-3257

Clint Born
Addressograph Multigraph Corp.
715 E. 2nd St.
Des Moines, IA 50316
Telephone: 243-2000

Bob DeBord
Bankers Life Insurance Company
711 High Street
Des Moines, IA 50309
Telephone: 247-5567
DES MOINES AREA COMMUNITY COLLEGE
CULINARY ARTS ADVISORY COMMITTEE
FALL 1979

Three-Year Term

Richard Greulich, Executive Chef
Wakonda Club
3915 Fleur Drive
Des Moines, Iowa 50315
Telephone: 285-4962

Dave Rowland
-Harrison-House
2500 Dixon
Des Moines, Iowa 50305
Telephone: 266-2285

Two-Year Term

Richard Bushey, Executive Chef
Des Moines Club
666 Grand
Des Moines, Iowa 50309
Telephone: 244-2177

Mr. Pete Canakes
-Iowa Restaurant Association
415 Shops Building
Des Moines, Iowa 50309
Telephone: 282-8304

Mrs. Virginia Lodge
Des Moines Tech
18th and Grand
Des Moines, Iowa 50309
Telephone: 284-7846

Tom Carlson
-Olmstead Center
Drake University
Des Moines, Iowa 50311
Telephone: 271-3988

One-Year Term

Daryl Wickstrom, Executive Chef
Embassy Club
666 Walnut
Des Moines, Iowa
Telephone: 243-0502
FALL 1979

DES MOINES AREA COMMUNITY COLLEGE
DATA PROCESSING ADVISORY COMMITTEE

Three-Year Term

Clausen
Community Care Services, Inc.
7 Sunset Road
Moines, IA 50303
Phone: 288-0231

Cox
1 Financial Corporation
Ninth Street
Moines, IA 50307
Phone: 243-2131

Gerald Graff
Central National Bank
Locust at Sixth
Moines, IA 50309
Phone: 245-7200

Robert Moorehead
Continental Western Ins. Co.
P.O. Box 1594
Moines, IA 50306
Phone: 278-3205

Two-Year Term

Buckley
Tag Company
West Fourth Street, North
ton, IA 50208
Phone: 792-7000

Jon Prunty
Polk-Des Moines Computer Service
East First and Des Moines St.
Moines, IA 50309
Phone: 283-4060

Dale Nelson
State Comptrollers Office
Lucas State Office Building
Moines, IA 50316
Phone: 281-5503

One-Year Term

Coffman
Mutual Life Ins. Co.
0 University
Moines, IA 50265
Phone: 225-5725

Lang
Western Bell Telephone Co.
9th - 8th Floor
Moines, IA 50309
Phone: 286-5256

Wayne O. Ostendorf
Room #117, Pearson Hall
Iowa State University
Ames, IA 50010
Phone: 294-2126

Loran Vanden Oever
Rolscreen Company
102 Main Street
Pella, IA 50219
Phone: 628-1000
DES MOINES AREA COMMUNITY COLLEGE
DENTAL AUXILIARY ADVISORY COMMITTEE
DENTAL ASSISTANT SUBCOMMITTEE

FALL 1979

Three-Year Term

Nancy Wickland, C.D.A.
c/o Dr. Brian McGarvey
2120 35th
Des Moines, IA 50265
Telephone: 225-3770

Nancy Kestel
c/o Dr. Joe Cavanaugh
524 16th Street
Perry, IA 50220
Telephone: 465-3437

Two-Year Term

Jay Rosenberger
7 8th Street S.E.
Fort Polk, IA 50009
Telephone: 967-4211

Anda Harvey, D.A.
c/o Dr. David Llewelyn
113th
Des Moines, IA 50265
Telephone: 223-1274

One-Year Term

Margaret Wineinger, C.D.A.
c/o Dr. Edward Braley
255 73rd
Des Moines, IA 50322
Telephone: 276-6779

Jerry Larsen
21 Summit
Ankeny, IA 50273
Telephone: 462-4474

Dr. Richard Reay
5765 Merle Hay Road
Des Moines, IA 50323
Telephone: 278-2379

Dr. Joe Cavanaugh
524 16th Street
Perry, IA 50220
Telephone: 465-3437

Dr. Brian McGarvey
1200 35th
West Des Moines, IA 50265
Telephone: 225-3770

Dr. Conrad Youngman
550 39th
Des Moines, IA 50312
Telephone: 274-4054

Ramona Brown, C.D.A.
V.A. Dental Service (160)
Knoxville, IA 50138
Telephone: 842-3101

Dr. Thomas Schemmel
2809 Boston
Des Moines, IA 50310
Telephone: 255-2037

Dr. Michael McGregor
Box 515
Huxley, IA 50124
Telephone: 597-2800
DELMOINES AREA COMMUNITY COLLEGE
DENTAL AUXILIARY ADVISORY COMMITTEE
DENTAL HYGIENE SUBCOMMITTEE

FALL 1979

Three-Year Term

Dr. Clement O'Meara
530 39th
Des Moines, IA 50312
Tel: 274-4637

Dr. Grover Hahn
1300 37th
West Des Moines, IA 50265
Tel: 225-6742

Two-Year Term

Dr. David Llewelyn
701 13th
West Des Moines, IA 50265
Tel: 223-1274

Dr. John Weigel
306 Walnut
Ankeny, IA 50021
Tel: 964-0621

One-Year Term

Mrs. Ellen Paulsen, R.D.H.
2604 E. 28th Street
Des Moines, IA 50310
Tel: 282-9103

Mrs. Mavis Jugenheimer, R.D.H.
607 E. Euclid Avenue
Des Moines, IA 50310
Tel: 282-1359

Mrs. Jan Brown, R.D.H.
1013 N.W. Fourth
Ankeny, IA 50021
Tel: 964-5527

Beth Knorr - Student
1649 NW 80th
Des Moines, IA 50311
Tel: 274-2269

Tammy Phillips - Student
502 NE 9th
Ankeny, IA 50021
Tel: 964-1885
## Three-Year Term

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Hospital/Location</th>
<th>Telephone</th>
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<tbody>
<tr>
<td>Mrs. Mary Frances Ball, R.D.</td>
<td>Director of Food Service</td>
<td>Northwest Community Hospital 48th &amp; Franklin</td>
<td>277-6111</td>
</tr>
<tr>
<td>Mrs. Eleanor Kapfer, R.D.</td>
<td>Director of Dietetics</td>
<td>Iowa Methodist Hospital 1200 Pleasant</td>
<td>283-6430</td>
</tr>
<tr>
<td>Mrs. Roberta McHenry, R.D.</td>
<td>Director, Nutrition &amp; Dietary Mgmt. Sect.</td>
<td>Health Facilities of Iowa State Dept. of Health Lucas Building</td>
<td>281-4124</td>
</tr>
<tr>
<td>Mrs. Pat Moreland, R.D.</td>
<td>Assistant Food Service Director</td>
<td>Broadlawns Polk County Hospital 18th &amp; Hickman Road</td>
<td>282-2214</td>
</tr>
<tr>
<td>Miss Diane L. Klindt</td>
<td>Dietetic Technician</td>
<td>Luther Park Health Center 1555 Hull Avenue Des Moines, Iowa 50316</td>
<td>262-5639</td>
</tr>
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## Two-Year Term

<table>
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<tr>
<th>Name</th>
<th>Position</th>
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<th>Telephone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mrs. Diane Douglas, R.D.</td>
<td>Assistant Director of Food Services</td>
<td>Iowa Lutheran Hospital 700 East University Des Moines, Iowa 50316</td>
<td>283-5167</td>
</tr>
<tr>
<td>Mrs. Connie Wilson, R.D.</td>
<td>Director of Dietary</td>
<td>Skiff Memorial Hospital 204 N. 4th Avenue E. Newton, Iowa 50208</td>
<td>792-1273, Ext. 33</td>
</tr>
<tr>
<td>Miss Melody Fitzwater</td>
<td>Dietetic Technician</td>
<td>St. Joseph's Hospital Ottumwa, Iowa 52501</td>
<td>684-4651</td>
</tr>
<tr>
<td>Mrs. Arlene Shade</td>
<td>Administrator</td>
<td>Luther Park Health Center 1515 Hull Avenue Des Moines, Iowa 50316</td>
<td>262-5639</td>
</tr>
</tbody>
</table>

## One-Year Term

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Hospital/Location</th>
<th>Telephone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mrs. Audrey Vary, R.D.</td>
<td>Assistant Director of Dietetics</td>
<td>Iowa Methodist Hospital 1200 Pleasant Des Moines, Iowa 50309</td>
<td>283-6430</td>
</tr>
<tr>
<td>Mrs. Anne Hintz, R.D.</td>
<td>Consultant Dietitian</td>
<td>Windsor Heights, Iowa 6531 Del Matro</td>
<td>255-1330</td>
</tr>
</tbody>
</table>

Lisa Besler, Student
Des Moines Area Community College
DÉS MOINES AREA COMMUNITY COLLEGE
Electronics Maintenance Advisory Committee
Fall 1979

Three-Year Term

Harrie Buswell
Home Electronics & Appliances (Owner)
Ogden, Iowa 50212
PH: 275-2275

Harold K. Belken
Communication Workers of America, Local 7102
1223 - 6th Avenue
Des Moines, Iowa 50314
PH: 243-7501
Beeper No. 283-7212

Two-Year Term

Len Bowdre
Bowdre TV
413 E. 16th St.
Des Moines, Iowa
PH: 266-9735

Arlo Stogdill
Stogdill TV
4922 Franklin
Des Moines, Iowa 50310
PH: 274-4024

Tommy Thomas
Armstrong Rubber Co. (Engineering Dept.)
2345 E. Market St.
Des Moines, Iowa 50317
PH: 265-9200
262-1385 (Home)

One-Year Term

Hans Seeman
Home Service Center
302 Willis
Perry, Iowa 50220
PH: 465-5351
465-4487

Don Wernli
Perry TV
Perry, Iowa 50220
PH: 465-5351

Dave Malone
Drake University
30th & University
Closed Circuit TV Dept.
Des Moines, Iowa
PH: 278-0941 (Home)
Three-Year Term

Hank Keller
A.T. & T.
604 – 9th St.
Des Moines, Iowa 50309
PH: 286-7923

Jim Lyon
Zytron Corp.
2603 Ingersoll
Des Moines, Iowa 50312
PH: 288-1057

Two-Year Term

Ron Crow
Iowa State University
Engineering Extension
Ames, Iowa
PH: 294-5060 (Morn)
294-1256 (Aft)

Steve Holmes
Midwestern Electronics Co.
1332 East Madison
Des Moines, Iowa 50316
PH: 266-3126

Bob Pink
Iowa State Highway Comm.
Radio Shop
Ames, Iowa 50010
PH: 50010

One-Year Term

Ray A. Gellati
Field Service Engineer
Digital Equipment Corp.
Ankeny, Iowa 50021
PH: 964-0219
282-1951 (Home)

Allen Trickey
Travis TV
440 E. Grand Avenue
Des Moines, Iowa 50309
PH: 288-7254
278-2938 (Home)

Robert Evans
Dept. of Public Safety
Communications Division
5912 – 2nd Avenue
Des Moines, Iowa 50313
PH: 281-3175
283-3780
DES MOINES AREA COMMUNITY COLLEGE
ELECTRICAL TRADES, KNOXVILLE
SECONDARY EDUCATION
ADVISORY COMMITTEE

Fall 1979

Three-Year Term

Mr. Richard Sullivan
R. R. 5
Knoxville, Ia. 50138
Telephone: 842-2590

Mr. Francis Spaur
Spaur Electric
R. R. 2
Knoxville, Ia. 50138
Telephone: 842-5125

Two-Year Term

Mr. Clair Rankin, Owner
Rankin Construction Co.
R. R. 1
Knoxville, IA 50138
Telephone: 842-6724

Mr. Tom Blank
Maintenance General Supervisor
3M Corporation
1316 E. Main
Knoxville, IA 50138
Telephone: 842-5951

One-Year Term

Mr. Cyril Beary, Manager
Iowa Power and Light
Box 71
Knoxville, IA 50138
Telephone: 842-3111

Mr. Jerome Schakel
Maintenance Engineer
Pella Rolscreen
Pella, IA 50219
Telephone: 628-1000

Mr. Bill Vaske, Plant Engineer
Hormel
Knoxville, IA 50138
842-6841
DESMOINES AREA COMMUNITY COLLEGE
HEALTH CARE ADMINISTRATION PROGRAM
ADVISORY COMMITTEE
FALL 1979

THREE YEAR TERM

Mr. James Luther
701 Riverview St.
Des Moines, Iowa 50316
515-266-1106

Mr. Herb Dean
315 E. Fifth St.
Suite 4
Des Moines, Iowa 50309
515-288-2529

Ms. Priscilla Dorrian
907 Morton Avenue
Des Moines, Iowa 50316
515-266-7709

TWO YEAR TERM

The Rev. Harry Anderson
1000 West Avenue North
Sioux Falls, South Dakota 57104
605-336-2998

Robert A. Smith
Division of Mental Health
Hoover State Office Bldg.
Des Moines, Iowa 50310
515-281-5425

John J. Coler
Sunnyslope
E. Stellar Avenue
Ottumwa, Iowa 52501
515-684-6523

Larry Breeding
Iowa Health Care Association
P.O. Box 236
West Des Moines, Iowa 50265
515-225-0666

ONE YEAR TERM

The Rev'd Frazer Thomason
Ramsey Memorial Home
1611 27th Street
Des Moines, Iowa 50311
515-274-3612

Dick Hutchinson, Chairman
Good Samaritan Center
708 S. Jefferson St.
Indianola, Iowa 50125
515-961-5396
DES MOINES AREA COMMUNITY COLLEGE
Heavy Equipment Technology Advisory Committee
Fall 1979

Three-Year Term

Verl C. Thornton (Retired Serv. Mgr.)
222 Church St.
Polk City, Iowa 50226
PH: 984-6220

Dennis Croxell
Training Director
Gibbs-Cook Caterpillar Co.
104 Hickman Rd.
Des Moines, Iowa 50322

Ray Werner
Service Mgr.
Herman Brown Co.
1st & Sheridan Avenue
Des Moines, Iowa 50313
PH: 282-0404

Two-Year Term

James T. Maddy
Ass’t. Service Mgr.
Iowa Truck-Center
3421 S.W. 3rd St.
Des Moines, Iowa 50317
PH: 265-1484

David Broich
Housby Mack
622 S. E. 4th St.
Ankeny, Iowa 50021
PH: 266-2666
964-7609 (Home)

Bill Brazelton
Shop Superintendent
All American Transport
1801 E. 22nd St.
Des Moines, Iowa 50317
PH: 265-6484
262-8823 (Home)

One-Year Term

Russell Borchardt
Shop Foreman
Cummins Mid-West Company
2000 - 52nd St.
Des Moines, Iowa 50210
PH: 262-9591
255-6051 (Home)

Ray Struthers
Service Manager
Des Moines White Co.
4711 - 2nd Avenue
Des Moines, Iowa 50313
PH: 244-4293

Bert Councilman
Box 576
Ogden, Iowa 50212
PH: 275-2927
John Brockway, Director
Iowa Hotel-Motel Association
515 - 28th Street
Des Moines, Iowa 50309
Telephone: 277-8089

Miss Donna Neppl
Younkers Tea Room
7th & Walnut
Des Moines, Iowa 50311
Telephone: 244-1112

Mrs. Joan Brown
Rodeway Inns of America
4995 Merle Hay Road
Des Moines, Iowa
Telephone: 278-2381

Mr. Ed Janak
Ramada Inn East
4685 NE 14th
Des Moines, Iowa
Telephone: 265-5671

Mr. James A. Gillian
District Manager
Operations and Sales
Saga Food Service
1200 35th Street
West Des Moines, Iowa 50265
Telephone: 225-7556
DES MOINES AREA COMMUNITY COLLEGE

INDUSTRIAL MARKETING ADVISORY COMMITTEE

FALL 1979

THREE-YEAR TERM

Wendel "Jim" Brown
Gray Mills Corporation
2300 Ashworth Road
West Des Moines, Iowa 50265
Telephone: 225-3300

Ron Denton
Iowa Supply Company
Box 1416
Des Moines, Iowa 50305
Telephone: 244-6291

Jim Green
Iowa Supply Company
Box 1416
Des Moines, Iowa 50305
Telephone: 244-6291

TWO-YEAR TERM

Walt Church
Radio Trade Supply
1017 High Street
Des Moines, Iowa 50309
Telephone: 288-7237

Bob Edwards
Gifford-Brown, Inc.
1400 Walnut
Des Moines, Iowa
Telephone: 243-1257

ONE-YEAR TERM

Darrill Abel, Coordinator
Distributive Education
Ames Senior High School
Ames, Iowa 50010
Telephone: 233-1320

Fred Madden
Ballard Solar Heating, Inc.
4910 Urbandale Avenue
Des Moines, Iowa 50310
Telephone: 274-3523

Neil Perington
E. G. Peterson, Co.
2729 Douglas Avenue
Des Moines, Iowa 50310
Telephone: 274-9191
Larry Vander Tuig
Executive-Secretary
Independent Insurance Agents of Iowa
8350 Hickman
Suite 8
Des Moines, Iowa

Steven P. Glass
State Auto
405 6th Avenue
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Pat Niewohner
Commercial Underwriter
Preferred Risk
Insurance Company
1111 Ashworth Road
West Des Moines, Iowa
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David K. Hollingsworth
Commercial Underwriting Specialist
Farmland Insurance
1963 Bell
Des Moines, Iowa
Telephone: 282-9186
DES MOINES AREA COMMUNITY COLLEGE

LEGAL SECRETARIAL ADVISORY COMMITTEE

FALL, 1979

Three-Year Term

Mrs. Maxine Willits
Dickinson Law Firm
600 Financial Center
Des Moines, IA 50309
44-2600

Miss Barbara Czizek
Iowa Court of Appeals
Capitol Building
Des Moines, IA 50319
281-5221

Mrs. Ann Herteen
Personnel Department
Thoma, Schoenthal, Davis, Hockenberg & Wine
2300 Financial Center
Des Moines, IA 50309
243-2300

Two-Year Term

Mrs. Joanne Hamand
Arley, McKee, Thomte, Voorhees & Sease
400 Ruan Center
Des Moines, IA 50309
88-3667

Ms. Kathy Ruble
Swift, Brown, and Winick
1200 Register & Tribune Bldg.
Des Moines, IA 50309
283-2076

Mr. Tom Bolton
Iowa Association of Electrical Cooperatives
323 University
Des Moines, IA 50314
276-5350

One-Year Term

Ms. Mary Jane Brittain, CPS
The Iowa State Bar Association
1101 Fleming Building
Des Moines, IA 50309
243-3179

Ms. Sherry Levine
125 Grand
c/o Rex Roupe, Attorney
West Des Moines, IA 50265
274-0428

Mrs. Joyce Landis
Belin, Harris, Helmick & Lovrien
2000 Financial Center
Des Moines, IA 50309
243-7100
DES MOINES AREA COMMUNITY COLLEGE
Machine Drafting Advisory Committee
Fall 1979

Three-year Term

Marvin King
Design Engineer
Delavan Mfg. Co.
811 - 4th St.
West Des Moines, Iowa 50265
Phone: 274-1561

Steven Vos
Draftsman Illustrator
Ver Meer Mfg.
Box 200
Pella, Iowa 50219
Phone: 628-3141

Tami Tinius
Design Drafter
Miracle Recreation Equipment
Box 275
Grinnell, Iowa 50112
Phone: 236-7536

Robert Mayo
Drafting Supvr.
EMCO Industries, Inc.
Box 864
Des Moines, Iowa 50317
Phone: 265-6101

Francis Giehl
Project Engineer Mgr.
Economy Forms Corp.
4301 N. E. 14th
Des Moines, Iowa 50313
Phone: 266-1141

Sue Coughenour
Design Engineer
2741 Hickman Road
Des Moines, Iowa 50310
Phone: 277-2188

Two-year Term

Rick A. Hackett
Project Draftsman
General Filter
N. Arrasmith Trail
Box 350
Ames, Iowa 50010
Phone: 232-4121

Dean Hammerstrom
Drafting Technical
John Deere-D. M. Works
P. O. Box 1595
Des Moines, Iowa 50306
Phone: 283-3831

James Mack
Senior Tool Engineer
The Maytag Company
Newton, Iowa 50208
Phone: 792-7000

One-year Term

Sue Coughenour
Design Engineer
2741 Hickman Road
Des Moines, Iowa 50310
Phone: 277-2188
### Three-Year Term

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>Phone Numbers</th>
</tr>
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<tbody>
<tr>
<td>William Brittain</td>
<td>2125 - 37th</td>
<td>Home: 279-5896</td>
</tr>
<tr>
<td></td>
<td>Des Moines, IA 50310</td>
<td>Work: 266-1141 (Economy Forms)</td>
</tr>
<tr>
<td>Wayne Videgar</td>
<td>1027 Grand Ave.</td>
<td>Home: 733-2648</td>
</tr>
<tr>
<td></td>
<td>Story City, IA 50248</td>
<td>Work: 239-6000 (Sunstrand, Ames)</td>
</tr>
</tbody>
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#### Mike Murray

<table>
<thead>
<tr>
<th>Name</th>
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<tbody>
<tr>
<td>Mike Murray</td>
<td>2129 High Street</td>
<td>Telephone: 282-3864</td>
</tr>
<tr>
<td></td>
<td>Des Moines, IA 50312</td>
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### Two-Year Term

<table>
<thead>
<tr>
<th>Name</th>
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<th>Phone Numbers</th>
</tr>
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<tbody>
<tr>
<td>Jerry Malone, Machinist</td>
<td>3716 Forest</td>
<td>Telephone: 279-9185</td>
</tr>
<tr>
<td></td>
<td>Des Moines, IA 50311</td>
<td></td>
</tr>
<tr>
<td>Isaac Jones, Jr.</td>
<td>R.R. 1 Ankeny, IA 50021</td>
<td>Telephone: 964-3598</td>
</tr>
</tbody>
</table>

### One-Year Term

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>Phone Numbers</th>
</tr>
</thead>
<tbody>
<tr>
<td>M. Doug Reed</td>
<td>633 - 18th Street</td>
<td>Telephone: 239-6581</td>
</tr>
<tr>
<td></td>
<td>Nevada, IA 50201</td>
<td>Home: 382-5140</td>
</tr>
<tr>
<td>Bob Tuescher</td>
<td>Story City, IA</td>
<td>Telephone: 239-6581</td>
</tr>
<tr>
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<td></td>
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</tr>
</tbody>
</table>
DES MOINES AREA COMMUNITY COLLEGE

MEDICAL ASSISTANT ADVISORY COMMITTEE

FALL, 1979

Three Year Term

Jean Kosmach
rs. Hoffman and Olivencia
34 43rd Street, Apt. 5
es Moines, IA  50312
Telephone:  288-4511

Dr. Craig Gerhart
2201 West First Street
Ankeny, IA  50021
Telephone:  964-7965

Karmen Milligan
Balter Clinic
411 South Main Street
Baxter, IA  50028
Telephone:  227-3636

Two Year Term

Innae Kenney
Yechiel Prusak
33 19th Street
es Moines, IA  50314
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Larry Leaverton
Professional Management Midwest
520 35th Street
Des Moines, IA  50312
Telephone:  255-5650

One Year Term

Dr. Ronald Shirk
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Des Moines, IA  50322
Telephone:  276-3406

Al McClatchey, P.A.
Cardiology Associates
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Des Moines, IA  50314
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Teresa Lowe
8200 Grand Avenue
es Moines, IA  50312
Telephone:  274-4861

Ted Sloma
Polk County Medical Society
1533 Linden Street
Des Moines, IA  50309
Telephone:  288-0172
DES MOINES AREA COMMUNITY COLLEGE
MEDICAL LABORATORY ADVISORY COMMITTEE
FALL, 1979

Three Year Term
Mrs. Chris Rowe
Community Blood Bank of Central Iowa
5044 7th Street
Des Moines, IA 50314
Telephone: 288-0276

Mrs. Jeanette Daehler, M.T. (ASCP)
Boone County Hospital
Boone, IA 50036
Telephone: 432-3140

Mrs. Jan Beall, M.T. (ASCP)
Mary Greeley Hospital
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Ames, IA 50010

Two Year Term
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Marshalltown, IA 50158
Telephone: 752-4511

David Burkett, CLA (ASCP)
Des Moines General Hospital
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Des Moines, IA 50316
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Don Rierson
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Mitchellville, IA 50169
Telephone: 967-3155

One Year Term
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Mearl Kilmore, Ph.d
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Mrs. Susan Schavee
Bankers Life
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Des Moines, Iowa 50311
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Administrative Officer
National Animal Disease Lab
Ames, Iowa 50010
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Mrs. Lillian Mapp, R.R.A.
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432-3140

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Des Moines, Iowa 50309
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Ms. Pam Larsen
RR #2
Diagonal, IA 50865
336-2465

Mrs. Mary Watkins
Personnel Director
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Ames, IA 50010
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ANKENY OFFICE OCCUPATIONS ADVISORY COMMITTEE
FALL, 1979

Three-Year Term

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Farm Bureau Life Insurance Co.
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Lily Hill
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243-7687

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247-6094

One-Year Term

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Administrative Service Manager
Maytag Company
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792-7000

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Ruan Center - 636 Grand Avenue
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245-4548

Ms. Lynn Evans
Banco Mortgages
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Des Moines, IA 50309
244-4100
DES MOINES AREA COMMUNITY COLLEGE
BOONE OFFICE EDUCATION ADVISORY COMMITTEE
BOONE CAMPUS

Fall 1979

One-Year Term

Mrs. Rhea Johnson, Clerk Typist III
Vet. Pathology
Iowa State University
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Telephone: 294-3282

Mr. William A. Curran, Jr., Buyer
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915 Seventh Street
Boone, IA 50036
Telephone: 432-2623

Ms. Judy Kochel, Steno Clerk
Engineering Department
Chicago & North Western Transportation Co.
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Boone, IA 50036
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Two-Year Term

Mr. Dick Wiebe, President
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Story County, Inc.
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Telephone: 432-6550

Mr. James G. Nash, General Manager
Merit Baking Company
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Industrial Road
Boone, IA 50036
Telephone: 432-4084

Mrs. Sonja Bell, Office Coordinator
Scheman Building
Iowa State Center
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432-6768

Three-Year Term

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Ms. Marga Redling
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Ms. Ilah Maron
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OPERATING ROOM TECHNICIAN ADVISORY COMMITTEE
FISCAL YEAR - 1980

THREE YEAR TERM
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Surgeon
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Mrs. Patricia Coates
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Des Moines, Iowa 50314
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TWO YEAR TERM
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ONE YEAR TERM
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Telephone 282-8193

Mrs. Jean Thaden, R.N.
Operating Room Staff Nurse
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6th Avenue & University
Des Moines, Iowa 50314
Telephone 247-4100

****

**** A STUDENT O.R. TECHNICIAN WILL BE CHOSEN FROM THE NEW CLASS THIS FALL.
DES MOINES AREA COMMUNITY COLLEGE
ANKENY FIRST YEAR NURSING ADVISORY COMMITTEE
FALL, 1979

Three Year Term

Ms. Alice Law
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Miss Ramona Sweeney
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BOONE NURSING PROGRAM ADVISORY COMMITTEE

FALL, 1979

Three-Year Term

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One-Year Term

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Jackie Reutter
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Marty Van Winkle
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Telephone: 388-4668

Deborah Hansen
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Slater, IA 50244
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DES MOINES AREA COMMUNITY COLLEGE

CARROLL FIRST YEAR NURSING ADVISORY COMMITTEE

FALL, 1979

Three Year Term

Edna Schluter
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Two Year Term

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Wanda Stephenson
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Eleanor Boes
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Iowa State Department of Health
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Home Phone: (712) 792-9940
One Year Term

Nick Hogan, Counselor  
arroll Community Schools  
arroll, IA  51401  
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Carroll, IA  51401  
Home Phone: (712) 792-1533

Delores Staley  
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arroll, IA  51401  
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Carroll, IA  51401  
Home Phone: (712) 792-2610

Lorraine Bruner  
Housewife  
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THREE-YEAR TERM

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TWO-YEAR TERM

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Byron Martin
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Jerry Miller
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Telephone: 244-1723

ONE-YEAR TERM

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611 6th Ave. S.E.
Altoona, IA 50009
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Dale Thatcher
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Des Moines, IA 50316
Telephone: 243-6181

Jerry Martin, President
GAIU Local 485
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Des Moines, IA 50317
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Home Telephone: 279-6922

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Ames, IA 50010
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Three-Year Term

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Greater Des Moines Board of Realtors
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Don Johnson, Vice President
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Des Moines, Iowa 50309
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Cecil Galvin
Director of Iowa Real Estate Commission
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Des Moines, Iowa 50319
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Two-Year Term

Karen Beattie
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3428 53rd Street
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Ken Halstead, Broker
Marshall-Halstead Realty
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Des Moines, Iowa 50310
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One-Year Term

Rod Clarkson, Manager
Century 21/Lew Clarkson Realty
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Karen Sanderson
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DES MOINES AREA COMMUNITY COLLEGE

RESPIRATORY THERAPY ADVISORY COMMITTEE

FALL, 1979

Three Year Term

Mr. Charles Colgrove, CRTT
Director, Respiratory Therapy
Northwest Community Hospital
48th and Franklin Streets
Des Moines, IA 50310
Work (277-6111) Home (288-3573)

Mr. Jeff Jutting, RRT
Supervisor, Respiratory Care
Mercy Hospital Medical Center
6th and University Avenues
Des Moines, IA 50314
Work (247-4296) Home (232-3134)

Mr. Mike Loyd
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Home (255-5190)

Two Year Term

Mr. James Mercer, RRT
Chief Respiratory Therapist
Iowa Methodist Medical Center
1200 Pleasant Street
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Work (283-6900) Home (278-4992)

Mr. Robert Swarts
Chief Respiratory Therapist
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603 East 12th Street
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Work (265-9588) Home (276-6041)

Mr. Terry Lehman
Respiratory Care Department
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6th and University Avenues
Des Moines, IA 50314
Work (247-4296) Home ( )
One Year Term

Dr. Steve Zorn
Respiratory Therapy Department
Mercy Hospital Medical Center
6th and University Avenues
Des Moines, IA 50314
Work (247-3061)  Home ( )

Mr. Robert Lambuth, CRTT
Technical Director
Respiratory Care Department
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18th and Hickman Road
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Mr. Bob Tilden
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Telephone: 223-5353

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Deb Carter  
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KFJB  
Marshalltown, Iowa  
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Doyle Caldwell  
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Sears  
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Isayador Colmen  
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Younkers  
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DES MOINES AREA COMMUNITY COLLEGE
Telecommunications Advisory Committee
Fall 1979

Three-Year Term

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9th & High
Des Moines, Iowa 50309

Kent Jerome, Executive Sec.
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Rachel Axmear, Office Ass't.
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South English, Iowa 52335
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Two-Year Term

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One-Year Term

Paul Maurer, President
Rural Iowa Ind. Telephone Assn.
c/o Wilton Telephone Co.
Wilton, Iowa 52778
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Minerva Valley Telephone Co., Inc.
Zearing, Iowa 50278
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C. L. Ball, Commercial Mgr.
Continental Tele Co. of Iowa
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Samuel J. Fengel, Mgr.
Scranton Telephone Co.
Scranton, Iowa 51462
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Dale Grotjohn
Panora Coop Telephone Assn. Inc.
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John W. Dieleman
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Pella, Iowa 50219
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Two-Year Term

Phillip M. Sams
Massey Ferguson
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Des Moines, Iowa 50316
Ph: 266-2017

Orville Cox
AMF Lawn & Garden Division
3811 McDonald Avenue
Des Moines, Iowa 50317
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One-Year Term

Don E. Waggoner
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West Des Moines, Iowa 50265
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George Wells
John Deere Des Moines Works
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Des Moines, Iowa 50313
Ph: 288-8060
DES MOINES AREA COMMUNITY COLLEGE
UPHOLSTERY ADVISORY COMMITTEE
Fall 1979

Three-Year Term

David A. Darr
1711 - 59th St.
Des Moines, Iowa 50322
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Pat Hickle
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Des Moines, Iowa 50315
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Two-Year Term

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Gilbreath Upholstery Supply
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P.O. Box 2521
Des Moines, Iowa 50320

Marilyn C. Miller
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Des Moines, Iowa 50314
PH: 282-9609

One-Year Term

Jerry Virden
J & S Upholstery
2909 S. E. 14th St.
Des Moines, Iowa 50320

Clint Keeling
Keeling Upholstery
R.R. 1
Runnells, Iowa 50237
DES MOINES AREA COMMUNITY COLLEGE
VOCATIONAL SKILLS DEPARTMENT
CRAFT ADVISORY COMMITTEE
WELDING

FALL 1979

Three-Year Term

Hollie Smith
N.A.B.S.
Chamber of Commerce
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Eugene Smith
Welding Lab
John Deere
9021 N.W. Ordnance Rd.
Ankeny, IA 50021

Steve Bright
Pittsburgh Des Moines Steel
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Paul Muehlenthaler (Retired)
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One-Year Term

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DES MOINES AREA COMMUNITY COLLEGE
WELDING ADVISORY COMMITTEE
Fall - 1979

Three-Year Term

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Two-Year Term

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289-1714 (Home)

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285-6284 (Home)

One-Year Term

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PH: 244-3131 (Bus)
981-0108 (Home)

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Gilbert, Iowa 50130
PH: 232-3199
ARTS & SCIENCE
PARA PROFESSIONAL PROGRAM

Recommended by
Gary Wilcox
Dean, Arts & Science
DES MOINES AREA COMMUNITY COLLEGE
COMMUNITY JOURNALISM ADVISORY COMMITTEE
FALL 1979

Three-Year Term

William H. Britten
The Tri County News
Zearing, Iowa 50278

Alice Burman
Monroe Mirror
Monroe, Iowa 50170

Georgia Doppenberg
Lake County Tribune
Box 156
Ankeny, Iowa 50021

Stephen R. Whitehead
Perry Daily Chief
1323 Second St.
Perry, Iowa 50220

Keith Dinsmore
Marion County News
Pleasantville, Iowa 50223

Eloise Thorson
Story City Herald
Story City, Iowa 50248

Two-Year Term

Marilyn Sealine
ISU
South State Avenue
Ames, Iowa 50010

Joe Sklenar
Sklenar Pub Co.
Audubon, Iowa 50025

James Wilson
Herald Publishing Co.
515 North Main
Carroll, Iowa 51401

Jack Krier
Audubon News
Audubon, Iowa 50025

Jeanne Hansen
Polk County News
Johnston, Iowa 50131

Charles Gonzales
205 State
Guthrie Center, Iowa 50115

One-Year Term

William Wilcox
The Madrid-Register News
102 South Main
Madrid, Iowa 50156

Jackie King
KIOA
Des Moines, Iowa 50317

Edwin Rood
Tri-County Times
Slater, Iowa 50244

W.E. Littler, Jr.
Adair News
Adair, Iowa 50002

Al Taylor
Stuart Herald
Stuart, Iowa 50250
Three-year Term

Jim Wacker, Assistant Director
YMCA Boys Home
Box 39
Johnston, Iowa
Phone: 276-3473

Trish MacRae Harlow
Director
Central Iowa Area Crime Commission
112 11th St.
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Phone: 283-1521

Bob Rice, Sheriff
Polk County Sheriff's Dept.
Special Operations
615 Cherry St.
Des Moines, Iowa
Phone: 284-6280

Two-year Term

Assistant Chief William Zinzer
Des Moines Police Department
East First & Court Avenue
Des Moines, Iowa
Phone: 283-4853

Sheriff John Stark
Story County Sheriff's Office
Nevada, Iowa
Phone: 382-6566

Colonel Edward Dickinson
Director, Iowa Highway Patrol
Lucas State Office Building
Des Moines, Iowa
Phone: 281-5824

One-year Term

Thomas Hopewell
Assistant Director
Bureau of Criminal Investigation
Lucas State Office Building
Des Moines, Iowa
Phone: 281-5138

Ben Yarrington
Assistant Director
Iowa Law Enforcement Academy
Johnston, Iowa
Phone: 278-9357

Gary Ventling
Chief Probation Officer
Polk County Juvenile Court
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Des Moines, Iowa
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Jeff Hanover, Clinical Psychologist
Girls State Training School
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DES MOINES AREA COMMUNITY COLLEGE
FIRE SCIENCE ADVISORY COMMITTEE
FALL 1979

Three-Year Term

**Kenneth Danley (Graduate In Program)
2706 Tiffin
Des Moines, Iowa 50317
265-4158
283-4240 Fire Prevention Bureau Office

Reynold Hentges
Assistant State Fire Marshall
9th & Mulberry
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281-5821

Keith Royer (Ex officio member)
Supervisor
Fire Service University
Ames, Iowa 50010

Sally Ihne (Ex officio member)
Area School Consultant
Department of Public Instruction
Grimes State Office Building
Des Moines, Iowa

Roger Sweet (Ex officio member)
Field Instructor
Fire Service Extension
Iowa State University
Ames, Iowa 50010

Edsel McMickle
Fire Chief
Cedar Rapids Fire Department
Cedar Rapids, Iowa 52406
1-319-398-5200

Two-Year Term

**Reginald Gass
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277-7684 Home
243-0971 Station

Douglas Smith
Associate Dean
College of Continuing Education
Drake University
Des Moines, Iowa 50311
271-2181

R. J. Ruby
Property Underwriting Manager
Employers Mutual Companies
717 Mulberry
Des Moines, Iowa 50309
280-2576

Lee Williams
Fire Chief
Des Moines Fire Department
9th & Mulberry
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283-4197

One-Year Term

Richard Oggero
Weltz Company
607 Locust
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245-7630

Jim Simmons
Training Officer
Marshalltown Fire Department
Marshalltown, Iowa 50158
754-5723

**Ken Danley and Reginald Gass are members of the Iowa Association of Professional Fire Fighters (Des Moines Local)
Three-Year Term

Barnett Devine  
Day Treatment Center  
Veterans Administration Hospital  
30th and Euclid  
Des Moines, IA 50310

Elizabeth Turner  
University of Iowa  
School of Social Work  
2830 University  
Des Moines, IA 50311

Max Schott, Personnel Officer  
Woodward State Hospital-School  
Woodward, IA 50276

Two-Year Term

John Barber  
Quality Control  
Iowa Department of Social Services  
Farm Bureau Bldg.  
8th Floor  
Des Moines, IA 50309

Ester Walter  
Director of Education  
Planned Parenthood of Iowa  
851 - 19th Street  
Des Moines, IA 50314

Dr. Stan Haugland, Director  
Alcoholism Treatment Program  
Iowa Methodist Hospital  
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Des Moines, IA 50308

Jeanette Spencer  
711 - 26th Street  
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One-Year Term

Geneva Hawk  
Division of Management & Planning  
Iowa Department of Social Services  
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DES MOINES AREA COMMUNITY COLLEGE
LABOR STUDIES ADVISORY COMMITTEE
FALL 1979

Three-Year Term

Charles McKenna
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United Auto Workers
2525 E. Euclid, #210
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Frank Steinbach, President
U.A.W. 450
4598 - 6th Avenue
Des Moines, IA 50313
Ph: 283-1784 or 964-2925

Two-Year Term

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Perry Chapin, President
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Labor Center
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Iowa City, IA 52242
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One-Year Term

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One-Year Term (Continued)

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Chairperson Labor Studies
DMACC
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Legal Aid Society of Polk County  
Des Moines, IA 50309

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U.S. Justice Department  
U.S. District Attorney  
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David Morse  
Attorney Generals Office  
State of Iowa  
Capitol Building  
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Telephone: (515) 281-5164

Ms. Sandra Oelmann  
Homestead Colony  
Apartment 18  
Rural Route  
Ames, IA 50010
DES MOINES AREA COMMUNITY COLLEGE
PRE-TEACHER ASSOCIATE ADVISORY COMMITTEE
FALL 1979

Three-Year Term

Mrs. Karen Anderson
Norwalk High School
Norwalk, Iowa 50211

Dr. Bennett Litherland
Superintendent, Urbandale Schools
7101 Airline
Urbandale, Iowa 50302

Dr. Bill Clark
Assistant Superintendent
Heartland Educational Agency
1932 SW 3rd
Ankeny, Iowa 50021

Mr. Lloyd Nelson, Director
Elementary Education
Ankeny Community Schools
420 School Street
Ankeny, Iowa 50021

Mrs. Mary Lou Fritsch
Central Junior High School
6th and Clark
Ames, Iowa 50010

Two-Year Term

Mr. Frank Hildreth
Coordinator of Staff Development
Des Moines Public Schools
1800 Grand Avenue
Des Moines, Iowa 50307

Mrs. Mary Lou Fritsch
Central Junior High School
6th and Clark
Ames, Iowa 50010

One-Year Term

Mr. Harland Hayek, Principal
415-7th Street
West Des Moines, Iowa 50265

Mrs. Gwendolyn Norris
Farrar Elementary School
Rural Route
Maxwell, Iowa 50161

Mrs. Sally Drake
8108 Madison
Urbandale, IA 50322

Mrs. Judy Ross
(Graduate of DMACC Pre-Teacher Program)
318 NE 8th
Ankeny, Iowa 50021
DES MOINES AREA COMMUNITY COLLEGE
RECREATIONAL LEADERSHIP ADVISORY COMMITTEE
FALL 1979

Three-Year Term

Angie Anderson
Recreation Director
Younker's Rehabilitation Center
Iowa Methodist Hospital
Des Moines, IA 50308

Dr. Virginia Frye
Head of Leisure Services
Physical Education Dept.
Iowa State University
Ames, IA 50010

Carol Benson
Recreational Therapist
Dept. of Public Health
Des Moines, IA 50309

Two-Year Term

Gail Stotts
Acting Director
Boone County Care Facility
Boone, IA 50036

Glen Thompson
Recreation Extension Sp.
Iowa State University
Ames, IA 50010

Dr. John Nesbitt
Department Chairman
Recreation Education
University of Iowa
Iowa City, IA 50126

One-Year Term

Malcolm Chamberlain
Director of Activities Therapy
Woodward State Hospital
Woodward, IA 50276
DES MOINES AREA COMMUNITY COLLEGE
SENIOR MENTOR ADVISORY COMMITTEE
FALL 1979

Three-year Term

Mrs. Juanita Keith
3001 Grand Avenue
Des Moines, Iowa 50312

Mrs. George Irwin
Bagley, Iowa 50026

Ms. Mary Voorhees
Iowa Commission on Aging
415 Tenth Street
Des Moines, Iowa 50309

Two-year Term

Mr. A. E. Burton
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Newton, Iowa 50208

Mr. Earl Henderson
Polk County Social Services
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Des Moines, Iowa 50303

Helen Norman
1905 E. 27th Court
Des Moines, IA 50317

One-year Term

Mrs. Elaine Szymoniak
2116 44th Street
Des Moines, Iowa 50311

Dr. Emanuel Davis
730 27th Street
Des Moines, Iowa 50312

Mrs. Vern Coles
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Ankeny, Iowa 50021