The regular quarterly meeting of the Board of Directors of the Heartland Area Education Agency and Des Moines Area Community College was held on Monday, September 11, 1978, in the Cafeteria of Building 7, Des Moines Area Community College, Ankeny Campus, Ankeny, Iowa. The meeting was called to order by Heartland Board Vice President E. E. Andrews at 6:20 p.m.

ROLL CALL

DMACC Board members present: Walter A. Stover, Jr.
Donald Rowen
Theodore Nemmers
Eldon Leonard
Max Kreager
Walter Hetzel
Murray Goodman
Maurice Campbell

Members absent: Harold Welin

Heartland Board members present: E. E. Andrews
Dean Cox
Michael Hall
Richard Herrnstadt
Richard Lampshire

Members absent: Ralph Lynn
Ralph Pratt
Karen Williams
John McKee

Others present: Paul Lowery, DMACC Superintendent
Eugene Snyders, DMACC Board Secretary
Various DMACC staff members
K. W. Miller, Heartland Chief Administrator

APPROVAL OF MINUTES

It was moved by M. Campbell, seconded by D. Cox, that the minutes of the regular meetings of March 13, 1978, and May 8, 1978, be approved as presented.

Motion passed.
A brief discussion was held on the need of both Boards to again address those areas of cooperative activity. It was agreed that this agenda item would be included at the next regularly scheduled joint meeting.

It was moved by R. Lampshire, seconded by T. Nemmers, that the meeting be adjourned. Motion passed, and the meeting adjourned at 6:30 p.m.

Eugene A. Snyders, OMACC Board Secretary
DES MOINES AREA COMMUNITY COLLEGE
Regular Board Meeting
September 11, 1978
Ankeny Campus - Bldg. 2 - Room 15

AGENDA

5:30 P.M. CALL TO ORDER

1. PUBLIC COMMENTS

2. APPROVAL OF MINUTES - August 14 regular meeting and May 8 quarterly meeting of AEA and DMACC

3. REPORTS
   A. ICASB - Goodman
   B. MIECC - Hetzel, Snyders
   C. Capital tax levy - Lowery, Clarkson
   D. Monthly financial report
   E. Fall enrollment report - Bengtson

4. COMMUNICATION

5. UNFINISHED BUSINESS

6. NEW BUSINESS
   A. Personnel
      1. New Personnel
         a. William S. Brandt, Machine Shop Instructor, Ankeny
         b. Ervin R. Brownlee, Bldg. Trades Instructor, Carroll
         c. Richard D. Chorley, Jr., Data Processing Instructor, Ankeny
         d. Thomas R. Hornback, Bricklaying/Masonry Instructor, Urban Center
         e. David M. Murphy, Insurance Instructor, Ankeny
         f. Donna D. Zintz, Grants and Contracts Specialist, Research and Development

2. Leave of Absence Without Pay
   a. Patricia C.O. Chong, Adult Ed., Urban Center, 3 months
   b. Christine Dencklau, ADN Instructor, Career Ed., 1 day

3. Recommend full-status contract for certain faculty members.


5. S.D.U. Advancements
   a. Thomas E. Beck, Social Science Instructor
   b. Dorothy Donovan, Nursing Instructor
   c. Clair Fisher, Related Instructor
   d. Barbara Johanningsmeier, Dental Hygiene Program Chairperson
   e. Sharon Moore, Dental Assistant Instructor
   f. Mary Beth Wilk, English Instructor
   g. Dolores Johnson, Program Chairperson, Commercial Art
   h. Joyce Brown, Counselor, Student Life
   i. Myrna Maurer, Instructor, Data Processing
6. NEW BUSINESS (continued)

B. Renewal of the following lease:
   1. Kingsway Ministries, Inc., Des Moines, for the period September 15, 1978 through September 14, 1979. The space to be leased is the second floor of Boylan Hall (old Dowling) and will be used to house our Office Occupations Program funded by CIRALG. All terms and conditions are the same as the current lease. The monthly cost is $1,205.66.

C. Consideration of bids received for purchase of student constructed house at 734 SE 10th St., Ankeny.

D. Approval of contract with UNI to accept up to two student teachers during FY 1978-79 with renumeration to DMACC of up to $100.00 per teacher.

E. Selection of one voting delegate, and an alternate, to ACCT convention in Washington, D.C.

F. Consideration of changing the status of Health Care Administration from vocational to arts and sciences.

G. Recommend approval of advisory committee members for several career education programs.

H. Consideration of renewing several persons on Foundation and appointment of new members.

7. OTHER

8. PRESENTATION OF CLAIMS AND ACCOUNTS

9. ADJOURNMENT
DES MOINES AREA COMMUNITY COLLEGE

Supplemental Agenda
Regular Board Meeting
September 11, 1978

6. NEW BUSINESS
   A. Personnel
      1. New Personnel
         g. C. J. Alexander, Math/Science Instructor
         h. Kay Marten, Business & Office Occupations, Urban Center

      6. Position change
         a. Brenda Landry

      7. Recommendation for full-status contract

      8. Renewal of individual Vocational Skills contracts

I. Consideration of Training and Services Agreement between Central Iowa Regional Association of Local Governments and Des Moines Area Community College.
The regular monthly meeting of the Des Moines Area Community College Board of Directors was held in Room 15, Building 2, Ankeny Campus, Ankeny, Iowa, on September 11, 1978. The meeting was called to order by Board President Donald Rowen at 5:35 p.m.

Members Present: Maurice Campbell
Murray Goodman
Walter Hetzel
Max Kreager
Eldon Leonard
Theodore Nemmers
Donald Rowen
Walter Stover, Jr.

Member Absent: Harold Welin

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

It was moved by T. Nemmers, seconded by E. Leonard, that the supplemental agenda be approved.

Motion passed.

It was moved by M. Goodman, seconded by T. Nemmers, that the minutes of the August 14 regular meeting be approved as presented.

Motion passed.

Board President Donald Rowen declared the regular board meeting recessed at 6:00 p.m. for the purpose of a dinner break.

The regular board meeting reconvened at 6:40 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 W. Stover, Jr., seconded by M. Campbell, that the Board of Directors of DMACC support the Superintendent's recommendation that the Midwest Systems Group software systems does meet the Iowa Community Colleges' management information and operational needs and that the representative to IASB encourage that Association to concur in the Superintendent's recommendation and encourage the consortiums to begin planning immediately for the implementation of the system effective July 1, 1979.

Motion passed.
The monthly financial report was presented by Gene Snyders. A copy of the report is attached (attachment #1) hereto and made a part of these minutes.

It was moved by E. Leonard, seconded by W. Hetzel, that employment be offered to the following for the positions indicated:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Annual Salary</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>William S. Brandt</td>
<td>Machine Shop Instr., Career Ed.</td>
<td>$17,161</td>
<td>8/14/78</td>
</tr>
<tr>
<td>Ervin R. Brownlee</td>
<td>Carroll Building Trades Instr., Career Ed.</td>
<td>$14,750</td>
<td>9/5/78</td>
</tr>
<tr>
<td>Richard D. Chorley, Jr.</td>
<td>Data Processing Instr., Career Ed.</td>
<td>$14,750</td>
<td>9/5/78</td>
</tr>
<tr>
<td>Thomas R. Hornback</td>
<td>Bricklaying/Masonry Instr., Urban Center, Career Ed.</td>
<td>$14,239</td>
<td>8/23/78</td>
</tr>
<tr>
<td>David M. Murphy</td>
<td>Insurance Instr., Urban Center, Career Ed.</td>
<td>$16,522</td>
<td>8/28/78</td>
</tr>
<tr>
<td>Donna D. Zintz</td>
<td>Grants &amp; Contracts Spec., Research &amp; Dev.</td>
<td>$10,000</td>
<td>8/23/78</td>
</tr>
<tr>
<td>Kay Marten</td>
<td>Business &amp; Office Occupations Instr., Urban Center, Student Life, CEC</td>
<td>$17,161</td>
<td>9/5/78</td>
</tr>
</tbody>
</table>

Motion passed.

It was moved by M. Kreager, seconded by T. Nemmers, that the following leaves of absence without pay be approved:


Motion passed.

It was moved by M. Kreager, seconded by W. Hetzel, that full-status contracts be issued to the following individuals:
Meeting

Name: Trudy Petrick
Position: Media Specialist
Media Services
Effective Date: September 1, 1978

Name: Janet Simmons
Position: Psychology Instructor
Arts & Sciences
Effective Date: September 6, 1978

Motion passed.

C.I.P. CONTRACT

It was moved by M. Goodman, seconded by M. Kreager, that employment be offered to Donald E. Roberts for the specially funded Veterans cost of instruction program for the coordinator at an annual salary of $17,700 for the period July 1, 1978, through June 30, 1979.

Motion passed.

D.U. ADVANCEMENTS

It was moved by E. Leonard, seconded by W. Hetzel, that the following staff development unit advancements be approved as follows:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>From</th>
<th>To</th>
</tr>
</thead>
<tbody>
<tr>
<td>Thomas E. Beck</td>
<td>Soc. Science Instr.,</td>
<td>Lane 248</td>
<td>Lane 270</td>
</tr>
<tr>
<td></td>
<td>9 months</td>
<td>Level 13.0</td>
<td>Level 13.0</td>
</tr>
<tr>
<td></td>
<td>Arts &amp; Sciences</td>
<td>$18,325</td>
<td>$18,835</td>
</tr>
<tr>
<td>Dorothy Donovan</td>
<td>Nursing Instr.,</td>
<td>Lane 225</td>
<td>Lane 248</td>
</tr>
<tr>
<td></td>
<td>12 months</td>
<td>Level 11.0</td>
<td>Level 11.0</td>
</tr>
<tr>
<td></td>
<td>Career Education</td>
<td>$20,991</td>
<td>$21,629</td>
</tr>
<tr>
<td>Clair Fisher</td>
<td>Related Instr.,</td>
<td>Lane 225</td>
<td>Lane 248</td>
</tr>
<tr>
<td></td>
<td>9 months</td>
<td>Level 13.0</td>
<td>Level 13.0</td>
</tr>
<tr>
<td></td>
<td>Career Education</td>
<td>$17,814</td>
<td>$18,325</td>
</tr>
<tr>
<td>Barbara Johanningsmeier</td>
<td>Dental Hygiene Program</td>
<td>Lane 270</td>
<td>Lane 293</td>
</tr>
<tr>
<td></td>
<td>Ch. - 12 months</td>
<td>Level 13.0</td>
<td>Level 13.0</td>
</tr>
<tr>
<td></td>
<td>Career Education</td>
<td>$23,544</td>
<td>$24,183</td>
</tr>
<tr>
<td>Sharon Moore</td>
<td>Dental Ass't. Instr.,</td>
<td>Lane 248</td>
<td>Lane 270</td>
</tr>
<tr>
<td></td>
<td>12 months</td>
<td>Level 11.0</td>
<td>Level 11.0</td>
</tr>
<tr>
<td></td>
<td>Career Education</td>
<td>$21,629</td>
<td>$22,268</td>
</tr>
<tr>
<td>Mary Beth Wilk</td>
<td>English Instr.,</td>
<td>Lane 248</td>
<td>Lane 293</td>
</tr>
<tr>
<td></td>
<td>9 months</td>
<td>Level 6.0</td>
<td>Level 6.0</td>
</tr>
<tr>
<td></td>
<td>Career Education</td>
<td>$14,750</td>
<td>$15,771</td>
</tr>
<tr>
<td>Dolores Johnson</td>
<td>Prog. Ch. Comm. Art.,</td>
<td>Lane 270</td>
<td>Lane 293</td>
</tr>
<tr>
<td></td>
<td>12 months</td>
<td>Level 13.0</td>
<td>Level 13.0</td>
</tr>
<tr>
<td></td>
<td>Career Education</td>
<td>$23,544</td>
<td>$24,183</td>
</tr>
<tr>
<td>Joyce Brown</td>
<td>Counselor,</td>
<td>Lane 225</td>
<td>Lane 248</td>
</tr>
<tr>
<td></td>
<td>12 months</td>
<td>Level 10.0</td>
<td>Level 10.0</td>
</tr>
<tr>
<td></td>
<td>Student life</td>
<td>$20,352</td>
<td>$20,991</td>
</tr>
<tr>
<td>Myrna Maurer</td>
<td>Instr., Data Proc.,</td>
<td>Lane 225</td>
<td>Lane 270</td>
</tr>
<tr>
<td></td>
<td>9 months</td>
<td>Level 6.5</td>
<td>Level 6.5</td>
</tr>
<tr>
<td></td>
<td>Career Education</td>
<td>$14,495</td>
<td>$15,516</td>
</tr>
</tbody>
</table>

Motion passed.
It was moved by M. Kreager, seconded by W. Hetzel, that employment be offered to the following for the position indicated:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Annual Salary</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brenda Landry</td>
<td>Supervisor of Word Processing</td>
<td>$11,789</td>
<td>September 11, 1978</td>
</tr>
</tbody>
</table>

It was moved by E. Leonard, seconded by M. Goodman, to approve, contingent on approval by the CIRALG Board of the Training and Service Agreement contract, issuance of 12 month contracts to the recommended employees in the Vocational Skills programs as follows:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Annual Salary</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>William Brandt</td>
<td>Instr. Machine Shop</td>
<td>$17,161</td>
<td>8/14/78</td>
</tr>
<tr>
<td>Kenneth Collier</td>
<td>Instr. Welding</td>
<td>$19,076</td>
<td>7/1/78</td>
</tr>
<tr>
<td>Mary Ann Harpel</td>
<td>Instr. Bus. Occup.</td>
<td>$20,991</td>
<td>7/1/78</td>
</tr>
<tr>
<td>Edward Keninger</td>
<td>Instr. Bldg. M.</td>
<td>$15,245</td>
<td>7/1/78</td>
</tr>
<tr>
<td>Carol Knopp</td>
<td>Instr. Bus. Occup.</td>
<td>$18,437</td>
<td>7/1/78</td>
</tr>
<tr>
<td>Charles Pardekooper</td>
<td>Instr. Copy Rep.</td>
<td>$20,033</td>
<td>7/1/78</td>
</tr>
<tr>
<td>Jon Robinson</td>
<td>Instr. Related</td>
<td>$18,757</td>
<td>7/1/78</td>
</tr>
<tr>
<td>Madge Versteegh</td>
<td>Instr. Related</td>
<td>$22,587</td>
<td>7/1/78</td>
</tr>
<tr>
<td>Marcia Lame</td>
<td>Secretarial/Clerical</td>
<td>$6,166</td>
<td>7/1/78</td>
</tr>
<tr>
<td>Dorothy McCreary</td>
<td>Secretarial/Clerical</td>
<td>$10,513</td>
<td>7/1/78</td>
</tr>
<tr>
<td>George Nichols</td>
<td>Asst. Dir. Student Ser.</td>
<td>$23,039</td>
<td>7/1/78</td>
</tr>
<tr>
<td>Carl Rolf</td>
<td>Dir., Voc. Skills</td>
<td>$24,498</td>
<td>7/1/78</td>
</tr>
<tr>
<td>Genevieve Wagner</td>
<td>Secretarial/Clerical</td>
<td>$9,812</td>
<td>7/1/78</td>
</tr>
</tbody>
</table>

Motion passed.

It was moved by M. Kreager, seconded by W. Stover, Jr., to approve a proposed lease with Kingsway Ministries for the period September 15, 1978, through September 14, 1979, at a monthly cost of $1,180.66 plus $25 per month security fee with this space to be used to house the Office Occupations program; said lease to include an amendment that the college may unilaterally cancel its obligations and vacate the property should federal funding for the Business Occupations portion of the Vocational Skills program become unavailable at any time during the term of the lease. All terms of the lease are the same as the current lease.

Motion passed.
Since no bids were received by the Secretary prior to this meeting, Director W. Stover, Jr. introduced Resolution No. 78-16 entitled "RESOLUTION TO OFFER HOUSE FOR SALE" (attachment #2) and moved its adoption. Director T. Nemmers seconded the motion to adopt. Board President D. Rowen called for the vote, and the resolution was passed unanimously. WHEREUPON, the President of the Board declared the resolution duly adopted.

It was moved by W. Stover, Jr., seconded by E. Leonard, that approval for a contract with UNI be accepted which provides that DMACC will accept two students during fiscal year 1978-79 with remuneration to DMACC of up to $100 per teacher, said contract included herewith as attachment #3 to these minutes.

Motion passed.

It was moved by M. Goodman, seconded by M. Kreager, that Donald Rowen be the College Voting Delegate and E. Leonard be the alternate to the 1978 ACCT Convention to be held in Washington, D.C., October 4-7, 1978.

Motion passed.

It was moved by W. Stover, Jr., seconded by W. Hetzel, that the Health Care Administration program currently operating under Career Education be transferred to the Arts & Sciences Division as recommended by the College Advisory Committee and the Department of Public Instruction.

Motion passed.

It was moved by M. Goodman, seconded by M. Kreager, that the list of Advisory Committee members shown on attachment #4 be approved for Career Education programs as listed.

Motion passed.

It was moved by E. Leonard, seconded by W. Hetzel, that the appointment of the individuals listed on attachment #5 be approved as listed for appointment to the Des Moines Area College Foundation.

Motion passed.

It was moved by M. Kreager, seconded by M. Goodman, that the Board approve the training and services agreement contract between Central Iowa Regional Association of Local Governments and Des Moines Area Community College, and that the Superintendent be directed to implement said contract subject to approval by the CIRALG Board.

Motion passed.
It was moved by T. Nemmers, seconded by M. Goodman, that the organizational meeting be held on October 9, 1978, at the Boone Campus just preceding the regular October board meeting in lieu of the first Monday in October as established by the Iowa Code for this meeting, since it was determined that a quorum could not be present on October 2, 1978.

Motion passed.

It was moved by E. Leonard, seconded by M. Campbell, that the Claims and Accounts as presented be approved. Copies attached hereto and made a part of these minutes (attachment #6).

Motion passed.

It was moved by W. Stover, seconded by T. Nemmers, that the meeting be adjourned. Motion passed, and the regular meeting adjourned at 8:30 p.m.

DONALD P. ROWEN, President

EUGENE R. SNYDERS, Secretary
DES MOINES AREA COMMUNITY COLLEGE  
CASH POSITION REPORT  
August 31, 1978

<table>
<thead>
<tr>
<th>General, Agency, Auxiliary Scholarship &amp; Loan Funds</th>
<th>Special Plant Fund</th>
<th>Voted Tax &amp; Sinking Fund</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANKENY NAT'L, ANKENY STATE</td>
<td>BANKERS TRUST</td>
<td>BANKERS TRUST</td>
</tr>
</tbody>
</table>

**CASH IN BANK:**

<table>
<thead>
<tr>
<th>Source</th>
<th>ANKENY NAT'L</th>
<th>ANKENY STATE</th>
<th>BANKERS TRUST</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bal. Fwd. Aug. 1, 1978</td>
<td>$23,873.64</td>
<td>$3,185.08</td>
<td></td>
</tr>
<tr>
<td>Less Disbursements Aug. 1978</td>
<td>$1,372,508.22</td>
<td>225,018.30</td>
<td></td>
</tr>
<tr>
<td>Cash In Bank 8-31-78</td>
<td>$2,989.28</td>
<td>$7,303.77</td>
<td></td>
</tr>
</tbody>
</table>

**INVESTMENTS:**

**Certificates of Deposit:**

- .25% Due 4-30-80 (Stud. Act.) $20,000.00
- % Due 6-16-79 (Stud. Act.) $6,000.00
- .75% Due 9-29-78 $300,000.00
- % Due 9-29-78 $125,000.00

**Various Dates:**

- 1% Due 1-15-79 $5,610,000.00
- % Due 5-15-79 $100,000.00
- .15% Due 6-15-79 $210,000.00
- .5% Due 4-16-79 $175,000.00
- .3% Due 7-16-79 $270,000.00
- .5% Due 7-16-79 $175,000.00

**Savings Accounts (5%):**

- General Fund $120,353.25
- Student Activities $19,533.47
- Sinking Fund $24,992.90

**TOTAL INVESTMENTS**

$20,088.64 $570,886.72 $6,648,000.00 $24,992.90

**TOTAL CASH IN BANKS**

$20,116.78 $573,876.00 $6,655,303.77 $24,992.90

**Footnotes:**

1. Amount in Ankeny National Bank Checking and Savings accounts will be transferred to Ankeny State Bank in September after outstanding checks written on that bank are void.

2. Loan Payments due to be paid from Sinking Fund this fiscal year are $125,882.50 on 12-31-78 and $1,500,882.50 on 6-30-79. Anticipated tax collections should be received prior to these dates.
## DES MOINES AREA COMMUNITY COLLEGE
### BUDGET BALANCE REPORT
#### August 31, 1978

<table>
<thead>
<tr>
<th>Department</th>
<th>Published &amp; Amount</th>
<th>Working &amp; Amount</th>
<th>Encumbered &amp; Amount</th>
<th>Expended &amp; Amount</th>
<th>Received &amp; Amount</th>
<th>Balance &amp; Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>GENERAL FUND DISBURSEMENTS:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Arts &amp; Science</td>
<td>$1,994,368</td>
<td>$2,005,188</td>
<td>$868,607</td>
<td>$174,338</td>
<td>$962,243</td>
<td></td>
</tr>
<tr>
<td>Career Education</td>
<td>4,561,911</td>
<td>4,543,818</td>
<td>2,459,725</td>
<td>321,330</td>
<td>1,562,763</td>
<td></td>
</tr>
<tr>
<td>Career Exploration</td>
<td>176,595</td>
<td>176,595</td>
<td>80,468</td>
<td>21,772</td>
<td>74,355</td>
<td></td>
</tr>
<tr>
<td>Mobile Career Explor. Center</td>
<td>84,900</td>
<td>84,900</td>
<td>48,712</td>
<td>2,031</td>
<td>34,157</td>
<td></td>
</tr>
<tr>
<td>Adult Education</td>
<td>1,538,414</td>
<td>1,538,414</td>
<td>554,672</td>
<td>196,067</td>
<td>787,675</td>
<td></td>
</tr>
<tr>
<td>Vice President-Instruction</td>
<td>103,654</td>
<td>103,654</td>
<td>72,930</td>
<td>19,664</td>
<td>11,060</td>
<td></td>
</tr>
<tr>
<td>Dean-Urban Campus</td>
<td>86,932</td>
<td>86,932</td>
<td>53,898</td>
<td>14,464</td>
<td>18,570</td>
<td></td>
</tr>
<tr>
<td>Administration</td>
<td>1,254,329</td>
<td>1,245,901</td>
<td>538,120</td>
<td>236,397</td>
<td>470,992</td>
<td></td>
</tr>
<tr>
<td>Student Life</td>
<td>1,148,365</td>
<td>1,148,916</td>
<td>724,236</td>
<td>182,334</td>
<td>242,346</td>
<td></td>
</tr>
<tr>
<td>Learning Resources</td>
<td>476,637</td>
<td>483,637</td>
<td>230,126</td>
<td>85,924</td>
<td>166,587</td>
<td></td>
</tr>
<tr>
<td>Physical Plant</td>
<td>1,499,586</td>
<td>1,503,086</td>
<td>613,475</td>
<td>206,608</td>
<td>882,093</td>
<td></td>
</tr>
<tr>
<td>Sub Total</td>
<td>$12,925,691</td>
<td>$12,919,649</td>
<td>6,044,969</td>
<td>1,660,929</td>
<td>5,213,751</td>
<td></td>
</tr>
<tr>
<td>CETA/Vocational Skills</td>
<td>406,694</td>
<td>406,694</td>
<td>219</td>
<td>61,700</td>
<td>344,775</td>
<td></td>
</tr>
<tr>
<td>Indo China Project</td>
<td>39,881</td>
<td>39,881</td>
<td>32,231</td>
<td>20,911</td>
<td>(13,261)</td>
<td></td>
</tr>
<tr>
<td>Sub Total</td>
<td>$13,372,266</td>
<td>$13,366,224</td>
<td>6,077,419</td>
<td>1,743,540</td>
<td>5,543,265</td>
<td></td>
</tr>
<tr>
<td>Plus De-obligated Budget</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>10,488</td>
</tr>
<tr>
<td><strong>GRAND TOTAL</strong></td>
<td>$13,372,266</td>
<td>$13,376,712</td>
<td>6,077,419</td>
<td>1,743,540</td>
<td>5,555,753</td>
<td></td>
</tr>
</tbody>
</table>

| **GENERAL FUND REVENUE:**      |                    |                  |                    |                  |                  |                  |
| Student Fees                   | 171,000            | 171,000          | 18,997             | 152,003          |                  |                  |
| Tuition                        | 2,679,100          | 2,679,100        | 252,465            | 2,426,635        |                  |                  |
| Property Taxes - Operation     | 1,724,431          | 1,681,611        | 23,676             | 1,657,935        |                  |                  |
| Property Taxes - Tort          | 20,135             | 20,135           | 230                | 19,905           |                  |                  |
| Property Taxes - Unemployment  | 36,412             | 36,412           | 62                 | 36,350           |                  |                  |
| State General Aid              | 5,539,337          | 5,539,337        | 1,398,439          | 4,140,878        |                  |                  |
| State Vocational Aid           | 1,212,596          | 1,212,596        | 0                  | 1,212,596        |                  |                  |
| State Capital Outlay           | 253,800            | 253,800          | 0                  | 253,800          |                  |                  |
| Federal Aid                    | 1,109,755          | 1,089,732        | 35,679             | 1,054,053        |                  |                  |
| Sales & Services               | 15,000             | 18,500           | 860                | 17,640           |                  |                  |
| Other Revenue                  | 31,000             | 31,395           | 23,241             | 8,154            |                  |                  |
| Sub Total                      | $12,792,566        | $12,733,618      | 1,755,669          | 10,979,949       |                  |                  |
| Unrestricted Fund Balance      | 579,700            | 648,994          | 0                  |                  |                  |                  |
| **GRAND TOTAL**                | $13,372,266        | $13,376,712      | 2,396,763          | 10,979,949       |                  |                  |

| **PLANT FUND DISBURSEMENTS:**  | $5,342,499          | $5,342,499       | 279,855            | 5,062,644        |                  |                  |
| **PLANT FUND REVENUE:**        | $2,051,935          | $2,051,935       | 50,754             | 2,001,181        |                  |                  |
### General Fund Interim Balance Sheet

**August 31, 1978**

#### Liabilities & Fund Balance

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>271</td>
<td>Deferred Income</td>
<td></td>
</tr>
<tr>
<td></td>
<td>DFAPS Funds (HEW Funded Projects)</td>
<td>$ 28,103</td>
</tr>
<tr>
<td></td>
<td>Iowa Script Funds from Prior Year</td>
<td>$ 8,753</td>
</tr>
<tr>
<td></td>
<td>IPA Project</td>
<td>$ 1,390</td>
</tr>
<tr>
<td></td>
<td><strong>Total</strong></td>
<td><strong>$ 38,246</strong></td>
</tr>
<tr>
<td>201</td>
<td>Accounts Payable</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Budgeted Expenditures</td>
<td>13,366,224</td>
</tr>
<tr>
<td></td>
<td>Less Expended to Date</td>
<td>1,743,540</td>
</tr>
<tr>
<td></td>
<td>Balance to be Expended</td>
<td>11,622,684</td>
</tr>
<tr>
<td>311</td>
<td>Unrestricted Fund Balance</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Balance Forward, July 1, 1978</td>
<td>1,172,924</td>
</tr>
<tr>
<td></td>
<td>Revenue FY 79 to August 31, 1978</td>
<td>1,753,669</td>
</tr>
<tr>
<td></td>
<td>Disbursements FY 79 to August 31, 78</td>
<td>1,743,540</td>
</tr>
<tr>
<td></td>
<td>Net Revenue Over Disbursements</td>
<td>10,129</td>
</tr>
<tr>
<td></td>
<td>Fund Balance August 31, 1978</td>
<td>1,183,053</td>
</tr>
<tr>
<td></td>
<td>Working Budget Revenue FY 79</td>
<td>12,733,618</td>
</tr>
<tr>
<td></td>
<td>Less Amount Received to 8-31-78</td>
<td>1,753,669</td>
</tr>
<tr>
<td></td>
<td>Balance to be Received by 6-30-79</td>
<td>10,979,949</td>
</tr>
<tr>
<td></td>
<td>Working Budget Disbursements FY 79</td>
<td>13,366,224</td>
</tr>
<tr>
<td></td>
<td>Less Disbursed to 8-31-79</td>
<td>1,743,540</td>
</tr>
<tr>
<td></td>
<td>Balance to be Disbursed by 6-30-79</td>
<td>(11,622,684)</td>
</tr>
<tr>
<td></td>
<td><strong>Projected Fund Balance June 30, 1979</strong></td>
<td><strong>540,318</strong></td>
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</tbody>
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**Total Liabilities & Fund Balance**  
$12,201,248
## General Fund Interim Balance Sheet

**August 31, 1978**

### Assets

#### Cash & Investments

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>101</td>
<td>Cash in Bank - Checking</td>
<td>$(18,382)</td>
</tr>
<tr>
<td>102</td>
<td>Petty Cash - Ankeny Checking</td>
<td>3,974</td>
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<tr>
<td>103</td>
<td>Petty Cash - Boone Checking</td>
<td>5,000</td>
</tr>
<tr>
<td>119</td>
<td>Cash in Bank - Payroll</td>
<td>9,826</td>
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<tr>
<td>120</td>
<td>Returned Checks</td>
<td>2,681</td>
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<tr>
<td>122</td>
<td>Petty Cash</td>
<td>1,935</td>
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<tr>
<td>125</td>
<td>Cash Over or Short</td>
<td>31</td>
</tr>
<tr>
<td>130</td>
<td>Investments in CD's</td>
<td>425,000</td>
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<tr>
<td>135</td>
<td>Investments in Savings Account</td>
<td>120,442</td>
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<tr>
<td></td>
<td><strong>Total Cash &amp; Investments</strong></td>
<td><strong>$550,507</strong></td>
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</table>

#### Accounts Receivables

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>145</td>
<td>Due From Federal</td>
<td>488,171</td>
</tr>
<tr>
<td>146</td>
<td>Due from Others</td>
<td>7,551</td>
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</tbody>
</table>

**Budgeted Revenue FY 78**

<table>
<thead>
<tr>
<th></th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Less Amount Received</td>
<td>1,753,669</td>
</tr>
<tr>
<td>Balance to Receive</td>
<td>10,979,949</td>
</tr>
</tbody>
</table>

**Total Accounts Receivable**

<table>
<thead>
<tr>
<th></th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>11,475,671</strong></td>
</tr>
</tbody>
</table>

#### Expendable Supplies, Inventory

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>161</td>
<td><strong>Total</strong></td>
<td>20,194</td>
</tr>
</tbody>
</table>

#### Auto Parts Inventories

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>162</td>
<td><strong>Total</strong></td>
<td>17,941</td>
</tr>
</tbody>
</table>

#### Construction Work in Progress

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Carroll House #3 - Sold - Late charges</td>
<td>416</td>
</tr>
<tr>
<td>Carroll House #4 - Lot Only</td>
<td>8,902</td>
</tr>
<tr>
<td>Carroll House #5 - Lot Only</td>
<td>10,039</td>
</tr>
<tr>
<td>Carroll House #6 - Lot Only</td>
<td>10,035</td>
</tr>
<tr>
<td>Carroll House #7 - Lot Only</td>
<td>10,035</td>
</tr>
<tr>
<td>Ankeny House #11 - Under Construction</td>
<td>51,466</td>
</tr>
<tr>
<td>Ankeny House #12 - Under Construction</td>
<td>37,442</td>
</tr>
<tr>
<td>Ankeny House #13 - Lot Only</td>
<td>8,100</td>
</tr>
<tr>
<td>Ankeny House #14 - Lot Only (Down Payment)</td>
<td>500</td>
</tr>
<tr>
<td><strong>Total Construction Work in Progress</strong></td>
<td><strong>136,935</strong></td>
</tr>
</tbody>
</table>

**Total Assets**

<table>
<thead>
<tr>
<th></th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>$12,201,248</strong></td>
</tr>
</tbody>
</table>
RESOLUTION TO OFFER HOUSE FOR SALE

RESOLVED, that the following described real estate, situated in the City of Ankeny, Polk County, State of Iowa, to-wit,

734 S. E. 10th Street (Waywin Acres, Plat 9)

heretofore purchased by said Des Moines Area Community College for the purpose of providing a site for the construction project of the Building Trades class under the direction of said Des Moines Area Community College, with a view toward resale upon completion, having been offered for sale with sealed bids solicited on September 8, 1978, with no such bids received, be again offered for sale to the highest acceptable bidder submitting a sealed bid, with such bids to be received by Select Realty, Inc., 4720 Fleur Drive, Des Moines, Iowa, on behalf of the Des Moines Area Community College, on October 6, 1978, until 2:00 p.m., at which time and place bids will be opened publicly and read aloud.

The house is to be listed for a selling price of no less than $77,000.00.

Bids will be acted upon by the Board at its regular meeting on October 9, 1978. Each bid is to be accompanied by a certified check in the amount of $500.00, payable to Select Realty, Inc., with the remainder of the accepted bid due and payable on or before October 30, 1978.

BE IT FURTHER RESOLVED that the Secretary of the Board of Directors give notice of said bid letting.

PASSED AND APPROVED this 11th day of September, 1978.

[Signature]

PRESIDENT, BOARD OF DIRECTORS

ATTEST:

[Signature]

SECRETARY, BOARD OF DIRECTORS
COOPERATIVE AGREEMENT
by and between
UNIVERSITY OF NORTHERN IOWA and EDUCATIONAL AGENCIES
to fulfill
REQUIREMENTS FOR STUDENT TEACHING

This agreement entered into by and between the Iowa State Board of Regents, governing body of the University of Northern Iowa, and the Des Moines Area Community College/Ankeny (hereinafter referred to as the "cooperating educational agency"), in accordance with the Code of Iowa:

Section 262.30...CONTRACTS FOR TRAINING TEACHERS provides:

The Board of Directors of any school district in Iowa may enter into contract with the State Board of Regents for furnishing instruction to pupils of such school districts and for training teachers for the schools of the State in such particular lines of demonstration and instruction as are deemed necessary for the efficiency of University of Northern Iowa...as training schools for teachers.

AND, Section 260.27...STUDENT TEACHERS provides:

Whenever the condition prescribed by the board of educational examiners for issuance of any type or class of certificate provide that the applicant shall have completed work in student teaching it shall be lawful for any accredited college or university located within the state of Iowa and states contiguous with Iowa and offering a program or programs of teacher education approved by said board of educational examiners of Iowa or states contiguous with Iowa to enter into a written contract with any approved school district or private school, under such terms and conditions as may be agreed upon by such contracting parties. Students actually engaged under the terms of such contract, shall be entitled to the same protection under the provisions of Section 613A.8, as is afforded by said section to officers and employees of the school district, during the time they are so assigned.

1. Scope of Agreement.
1.1 This Agreement sets forth the role, responsibilities, and rights of personnel associated with the cooperating educational agency, personnel associated with the University of Northern Iowa and of any student enrolled at the University, while such teacher education major is assigned as a student teacher in the cooperating educational agency. (See Addenda attached if not previously provided).

2. Options of Student Teachers.
2.1 Student teachers may exercise the option to register for eight (8), twelve (12) or sixteen (16) hours of credit in student teaching. The student teaching period will range in length from 8 to 16 weeks.

3. Placement of Student Teachers.
3.1 The placement of student teachers shall be accomplished on a cooperative basis between the University of Northern Iowa and the cooperating educational agency.
3.2 Placement shall be initiated by the University resident coordinator through application from each student teacher setting out his/her qualifications/background and the assignment needed to meet certification requirements.
3.3 The request for assignment may be accompanied by suggested names of classroom teachers who are recommended by the resident coordinator.
3.4 The University of Northern Iowa reserves the right to decline the assignment of a student teacher to classroom teachers who may request a student teacher.
3.5 The cooperating educational agency reserves the right to refuse assignment to any given student teacher. However, said decision shall not be based on race, creed, color, sex, or national origin.
3.6 The University of Northern Iowa agrees to assign to the cooperating educational agency not more than TWO student teachers each student teaching period during the 1978-1979 academic year.

4. Termination or Change of Assignment.
4.1 The resident coordinator may, for good cause, terminate or change the assignment of any student teacher. Prior to reaching a decision the coordinator shall consult with all parties concerned regarding the reason(s) for termination or change in assignment.

5. Supervision of Student Teaching.
5.1 A member of the University faculty will serve as the resident coordinator of the student teaching program for the purpose of coordinating the program and supervising/evaluating the student teachers in cooperation with the supervising teachers who guide and direct the student.
5.2 The selection and continued use of qualified supervising teachers shall be the joint responsibility of the resident coordinator and administrators of the cooperating educational agency.
5.3 The student teachers shall be subject to the policies, rules and regulations of the cooperating educational agency and to those established by the resident coordinator as well as the Code of Ethics of the profession.
6. Evaluation

6.1 Evaluation of the student teacher shall be a shared responsibility. The UNI coordinator, the
supervising teacher, the student teacher, and others knowledgeable about the performance of
the student teacher may be involved.

6.2 A mid-term and final evaluation conference are required. The student teacher, supervising
teacher and UNI coordinator shall participate.

6.3 The supervising teacher and coordinator shall collaborate in the evaluation process. The
UNI coordinator is legally responsible for the final evaluation.

7. Status, Authority and Tort Liability Protection of Student Teachers.

7.1 Student teachers shall have status and authority in accordance with Section 260.27 Code of
Iowa.

7.2 Students actually engaged under the terms of this contract shall be entitled to the same tort
liability protection under the provisions of Section 613A.8 Code of Iowa, as is afforded by
said section to officers and employees of the school district during the time they are so
assigned.

8. Substitute Teaching.

8.1 Student teachers shall not be used as substitute teachers.

Remuneration to Cooperating Educational Agency.

9.1 Twenty-five dollars ($25) for each student teacher who is registered for 4 semester hours of
credit.

9.2 Fifty dollars ($50) for each student teacher who is registered for 5 to 8 semester hours of
credit.

9.3 Seventy-five dollars ($50 and $25) for each student teacher who is registered for 12 semester
hours of credit. Credit may be earned in the same or 2 different educational agencies.

9.4 One hundred dollars ($50 and $50) for each student teacher who is registered for 16 semester
hours of credit. Credit may be earned in the same or 2 different educational agencies.

9.5 Twenty-five dollars ($25) for each student teacher whose assignment is terminated prior to
completing one half of the student teaching period.

9.6 Fifty dollars ($50) for each student teacher whose assignment is terminated after completing
more than one-half of the student teaching period in the same educational agency.

9.7 Seventy-five dollars ($75) for each student teacher whose assignment is terminated after
completing more than one-half of 16 hours of student teaching in the same educational agency.

President, Board of Education

Secretary, Board of Education

Date: 9/11/78

Distribution of copies to:

( ) Cooperating Educational Agency
( ) Board of Regents Office

( ) Business Office
( ) Office of Student Field Experiences
PARENT ADVISORY COMMITTEE
CHILD DEVELOPMENT CENTER
DES MOINES AREA COMMUNITY COLLEGE

Shelly Kearney
6504 Chaffee Road
Des Moines, la. 50315
287-1121

Vicky Clark
313 SE 4th
Ankeny, la. 50021
964-3657

Annette Vance
605 SE Peterson Drive
Ankeny, la. 50021
964-3744

Dennis Hansen
401 NE 9th
Ankeny, la. 50021
964-0745

Barb Pighetti
3853 NW 92nd Place
Polk City, la. 50226
964-0775

Shelley Summers
Rt. 1, Lot 5
Mel-Ray Mobile Home Park
Ankeny, la. 50021
289-1224

Connie Nading
613 SW Cherry
Ankeny, la. 50021
964-4536

Butch Snyder
502 SE Lawrence
Ankeny, la. 50021
964-1781

Dale Wagner
417 SE 6th
Ankeny, la. 50021
964-1965

Linda Carson
Judy Koepsell
Lyla Maynard
Ellen Maxwell
Lora Nuet
Dee Stolze
Child Development Staff
Building 19 Ext. 238
### Survey of Member Characteristics
FY79 Advisory Committees
Career Education Division

<table>
<thead>
<tr>
<th>Committee</th>
<th>Former Student</th>
<th>Current Student</th>
<th>Supervisor</th>
<th>Worker in the Field</th>
<th>Union Member</th>
<th>Out of Des Moines Area</th>
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</thead>
<tbody>
<tr>
<td>Bookkeeping &amp; Accounting</td>
<td>3</td>
<td>-</td>
<td>4</td>
<td>5</td>
<td>-</td>
<td>1</td>
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<tr>
<td>Bricklaying</td>
<td>-</td>
<td>-</td>
<td>4</td>
<td>2</td>
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<td>2</td>
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<tr>
<td>Diesel</td>
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<td>-</td>
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<td>3</td>
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<td>Health Care Administration</td>
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<td>-</td>
<td>6</td>
<td>5</td>
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<td>1</td>
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<tr>
<td>Industrial Marketing</td>
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<td>-</td>
<td>5</td>
<td>5</td>
<td>-</td>
<td>1</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>9</strong></td>
<td><strong>-</strong></td>
<td><strong>24</strong></td>
<td><strong>20</strong></td>
<td><strong>3</strong></td>
<td><strong>6</strong></td>
</tr>
</tbody>
</table>
Three-Year Term

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

Don Darnell
Meredith Printing
P.O. Box 1394
Des Moines, Iowa 50305
Telephone: 284-9446

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

Two-Year Term

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

Jim Bintner
Charles Gabus Ford
4545 Merle Hay Road
Des Moines, Iowa 50310
Telephone: 278-7600

One-Year Term

Garrett W. Bartley, Controller
Triple "F" Feeds
10104 Douglas Avenue
Des Moines, Iowa 50322
Telephone: 276-5406

James McDermott, Treasurer
Woodford Mfg. Company
1626 Delaware
Des Moines, Iowa 50317
Telephone: 265-3401
DES MOINES AREA COMMUNITY COLLEGE
BOOKKEEPING-ACCOUNTING ADVISORY COMMITTEE
FALL 1978

Reappointments

Larry P. Anderson
Personnel Manager
Quinn Machinery
Division of Zeidlers, Inc.
P.O. Box 130
Boone, IA 50036
Telephone: 432-3553
(THREE-YEAR TERM)

Bentley DeMars
Controller & Treasurer
Cadco
10100 Douglas
Des Moines, IA 50322
Telephone: 276-5417
(THREE-YEAR TERM)

Don Darnell
Meredith Printing
P.O. Box 1394
Des Moines, IA 50305
Telephone: 284-9446
(THREE-YEAR TERM)

Ms. Phyllis Collison
Investment Assistant
Preferred Risk Insurance
111 Ashworth Road
West Des Moines, IA 50265
Telephone: 225-5000
(THREE-YEAR TERM)
DES MOINES AREA COMMUNITY COLLEGE

BRICKLAYING AND MASONRY ADVISORY COMMITTEE

FALL, 1978

Three-Year Term

Irvin Netcott
1002 Carroll Street
Ames, IA 50010
Telephone: 232-5316

Russell Dalton
Dalton & Sons Construction
Polk City, IA 50226
Telephone: 984-6268

Two-Year Term

Thomas W. Garton
3811 Lower Beaver Road
Des Moines, IA 50310
Telephone: 279-0679

Gene Block, Field Supt.
Seadorff Masonry
617 South Ewing, R. R. 2
Madrid, IA 50156
Telephone: 795-3879

One-Year Term

Bruce Paterson
Cantex Industries
3810 Ingersoll
Des Moines, IA 50312
Telephone: 223-1450

Ray Appling
Appling Masonry
5702 Ovid
Des Moines, IA 50310
Telephone: 276-3675
DES MOINES AREA COMMUNITY COLLEGE

BRICKLAYING AND MASONRY ADVISORY COMMITTEE

FALL 1978

Terminations

Shon McDounough
3724 S.E. 14th
Des Moines, IA 50320
Telephone: 285-0754
(TWO-YEAR TERM)

Fred Albright
Demco Incorporated
8th and Railroad
West Des Moines, IA 50265
Telephone: 277-4425
(ONE-YEAR TERM)

Gary Davis
Box 306
Huxley, IA 50124
Telephone: 597-2918
(TWO-YEAR TERM)

Dick Felice
Forrest & Associate Masonry
817 S.W. 9th
Des Moines, IA 50309
Telephone: 283-0497
(ONE-YEAR TERM)

Appointments

Irvin Netcott
1002 Carroll Street
Ames, IA 50010
Telephone: 232-5316
(THREE-YEAR TERM)

Russell Dalton
Dalton & Sons Construction
Polk City, IA 50226
Telephone: 984-6268
(THREE-YEAR TERM)

Reappointments

Ray Appling
Appling Masonry
5702 Ovid
Des Moines, IA 50310
Telephone: 276-3675
(ONE-YEAR TERM)
# DES MOINES AREA COMMUNITY COLLEGE
## Diesel & Heavy Equipment Advisory Committee
### Fall 1978

### Three-Year Term

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Company</th>
<th>Address</th>
<th>Phone</th>
<th>Home Phone</th>
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<tbody>
<tr>
<td>James T. Maddy</td>
<td>Ass't. Service Mgr.</td>
<td>Iowa Truck Center</td>
<td>3421 S. W. 3rd St.</td>
<td>265-1484</td>
<td></td>
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<tr>
<td>David Broich</td>
<td></td>
<td>(Housby Mack)</td>
<td>622 S. E. 4th St.</td>
<td>266-2666</td>
<td>964-7609</td>
</tr>
<tr>
<td>Bill Brazelton</td>
<td>Shop Superintendent</td>
<td>All American Transport</td>
<td>1801 E. 22nd St.</td>
<td>265-6484</td>
<td>262-8823</td>
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### Two-Year Term

<table>
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<tr>
<th>Name</th>
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<th>Company</th>
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<th>Home Phone</th>
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<tr>
<td>Russell Borchardt</td>
<td>Shop Foreman</td>
<td>Cummins Mid-West Company</td>
<td>2000 - 52nd St.</td>
<td>262-9591</td>
<td>255-6051</td>
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<tr>
<td>Ray Struthers</td>
<td>Service Manager</td>
<td>Des Moines White Co.</td>
<td>4771 - 2nd Avenue</td>
<td>244-4293</td>
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### One-Year Term

<table>
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<tr>
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<th>Address</th>
<th>Phone</th>
<th>Home Phone</th>
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<tr>
<td>Verl C. Thornton (Retired Serv. Mgr.)</td>
<td></td>
<td></td>
<td></td>
<td>984-6220</td>
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<tr>
<td>Ray Werner</td>
<td>Service Mgr.</td>
<td>Herman Brown Co.</td>
<td>1st &amp; Sheridan Avenue</td>
<td>282-0404</td>
<td></td>
</tr>
</tbody>
</table>

### Dennis Croxell - Training Director

Gibbs-Cook Caterpillar Co.
104 Hickman Rd.
Des Moines, Iowa 50322
Terminations

George Hargrove, Jr.
Director, Training & Personnel
Gibbs-Cook Caterpillar Co.
104 Hickman Road
Des Moines, IA 50322
Telephone: 278-4661
(TWO-YEAR TERM)

LeRoy W. (Jack) Hahn
President and Owner
Hahn Construction Company
4101 First Street
Des Moines, IA 50312
Telephone: 282-1712
(ONE-YEAR TERM)

Ike Goodman
Iowa Truck Center
2721 Linden
Des Moines, IA 50312
Telephone: 288-0564
(ONE-YEAR TERM)

Appointments

David Broich
622 S.E. 4th St.
Ankeny, IA 50021
Telephone: 266-2666
(THREE-YEAR TERM)

Dennis Croxell
Training Director
Gibbs-Cook Caterpillar Co.
104 Hickman Rd.
Des Moines, IA 50322
(ONE-YEAR TERM)
DES MOINES AREA COMMUNITY COLLEGE
HEALTH CARE ADMINISTRATION PROGRAM
ADVISORY COMMITTEE
1978 - 1979

THREE YEAR TERM - EXPIRES 1981

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

Dennis Acrea  
Friendship Home  
Audubon, Iowa  50025  
712-563-2651

TWO YEAR TERM - EXPIRES 1980

Doug Hart  
A.F.S.C.M.E., Suite D.  
2550 Harding Road  
Des Moines, Iowa  50310  
515-255-2196

Dick Hutchinson  
Good Samaritan Center  
708 S. Jefferson St.  
Indianola, Iowa  50125  
515-961-5396

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

ONE YEAR TERM - EXPIRES 1979

Robert Smith  
Department of Social Services  
3619-1/2 Douglas Ave.  
Des Moines, Iowa  50310  
515-281-5792

L. Breeding  
P. O. Box 236  
West Des Moines, Iowa  50265  
515-225-0666

John G. Coler  
Sunny Slope  
E. Stellar Ave.  
Ottumwa, Iowa  52501  
515-684-4594
Robert J. Mohalski
Mercy Hospital
6th & University
Des Moines, IA 50306
Telephone: 515 284-3222
(TWO-YEAR TERM)

Terminations

Robert G. Davis
Carlisle Care Center
700 Coal St.
Carlisle, IA 50047
Telephone: 515 989-0871
(ONE-YEAR TERM)

Appointments

The Rev. Harry Anderson
1000 West Ave. North
Sioux Falls, SD 57104
Telephone: 605 336-2998
(THREE-YEAR TERM)

Reappointments

Dennis Acrea
Friendship Home
Audubon, IA 50025
Telephone: 712 563-2651
(THREE-YEAR TERM)

John G. Coler
Sunny Slope
E. Stellar Ave.
Ottumwa, IA 52501
Telephone: 515 684-4594
(ONE-YEAR TERM)
DES MOINES AREA COMMUNITY COLLEGE

INDUSTRIAL MARKETING ADVISORY COMMITTEE

FALL 1978

THREE-YEAR TERM

Bob Edwards
Gifford-Brown, Inc.
1400 Walnut
Des Moines, Iowa 50309
Telephone: 243-1257

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

Walley B. Boe
Nabisco, Inc.
Box 896
Des Moines, Iowa 50304
Telephone: 265-5369

TWO-YEAR TERM

Ron Denton
Iowa Supply Company
Box 1416
Des Moines, Iowa 50305

Jack Wallace
7219 Reite
Des Moines, Iowa 50305
Telephone: 279-2059

Dean Pichler, Representative
Industrial Products Company
3M Products Company
8642 Sunnyhill Drive
Des Moines, Iowa 50322
Telephone: 244-7524

ONE-YEAR TERM

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

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

Walt Church
Radio Trade Supply
1017 High Street
Des Moines, Iowa 50309
Telephone: 288-7237
DESMOINES AREA COMMUNITY COLLEGE
INDUSTRIAL MARKETING ADVISORY COMMITTEE
FALL 1978

Terminations

Kenn Bennett
L. H. Kurtz, Co.
112 Court
Des Moines, IA 50309
Telephone: 288-9701
(THREE-YEAR TERM)

David Roemer
Midwest Equipment of Iowa
1163 24th Street
Des Moines, IA 50311
Telephone: 255-3116
(TWO-YEAR TERM)

Jere Huss
Hockenbergs
Box 1803
Des Moines, IA 50306
Telephone: 243-3131
(ONE-YEAR TERM)

Reappointments

Walley B. Boe
Nabisco, Inc.
Box 896
Des Moines, IA 50304
Telephone: 265-5369
(THREE-YEAR TERM)

Darrill Abel, Coordinator
Distributive Education
Ames Senior High School
Ames, IA 50010
Telephone: 233-1320
(ONE-YEAR TERM)

Walt Church
Radio Trade Supply
1017 High Street
Des Moines, IA 50309
Telephone: 288-7237
(ONE-YEAR TERM)
Memorandum

DATE September 1, 1978
TO Mr. Lowery
FROM Rich Byerly
RE: Foundation Board Ratification

The following Foundation Board members are recommended for renewal ratification from the Des Moines Area Community College Board of Directors. The following members up for renewal would serve on the Foundation Board from October, 1978 to October, 1981.

Ankeny Area Members

Dr. Clement S. O'Meara
Dental Associates
530 39th Street
Des Moines, Iowa 50312

Mr. James R. Lyon
Iowa Power and Light Company
823 Walnut Street
Des Moines, Iowa 50309

Mr. Clarence Wilcox
Madrid Register News
102 South Main
Madrid, Iowa 50156

Dr. Rodney Carlson
Ankeny Medical Center
215 S.W. Walnut
Ankeny, Iowa 50021

Mr. Frank Lint
Frank Lint Home Builders, Inc.
1702 West First Street
Ankeny, Iowa 50021

Boone Area Members

Mr. Gary Grosnickle
127 Boone Street
Boone, Iowa 50036

The following persons are recommended as new members to serve on the Foundation Board from October, 1978 to October, 1981.

Ankeny Area

Mr. Claire Fisher
DMACC Instructor

Mr. Fisher is recommended because of his rapport with DMACC staff members and his community contacts.
Mr. Lowery  
Foundation Board Ratification  
September 1, 1978  

Ankeny Area (continued)  

Mrs. Diane Bidwell  
2712 Arnold Road  
Des Moines, Iowa 50310  

Mrs. Bidwell is recommended as an Alumni member to the Foundation Board. She has served as Student Body President during 1976-77, served in the Senate for one year, was a member of the College Council for two years, and served as Student Body Vice President. Diane is a graduate of our ADN Program.

Mr. Gene Snyders  
Vice President - Bus. Mgt.  
Des Moines Area Comm. Col.  

Mr. Snyders is recommended to serve as a college administrator on the Board and for his expertise in business management.

Boone Area  

Mr. George Silberhorn  
Counselor - Boone Campus  
Des Moines Area Comm. Col.  

Mr. Silberhorn is replacing Richard Tays who resigned from the Foundation Board due to his moving out-of-state. Mr. Silberhorn is recommended as a Boone staff member and for his active community leadership.

Mrs. Delores Grosnickle  
127 Boone Street  
Boone, Iowa 50036  

Mrs. Grosnickle is recommended to serve on the Foundation Board to replace Dr. Wayne Rouse. Dr. Rouse resigned from the Foundation Board due to other professional commitments. Mrs. Grosnickle is recommended for her community contacts.

sz

cc: Mr. Norm Ackerman
5:30 P.M. CALL TO ORDER

1. PUBLIC COMMENTS

2. APPROVAL OF MINUTES - July 10 regular meeting and July 31 special meeting

3. REPORTS
   A. ICASB - Kreager
   B. MIECC - Hetzel
   C. Capital tax levy - Lowery
   D. Proposed legislation for FY80 - Lowery
   E. Monthly financial report

4. COMMUNICATION
   A. Thank-you letter from The Council on Black American Affairs, North Central Region.

5. UNFINISHED BUSINESS
   A. Proposed (new) telephone system.

6. NEW BUSINESS
   A. Personnel
      1. New Personnel
         a. Joanne H. Brown, English, Ankeny
         b. Katherine A. Fisher, Coordinator-Office Occupations, Ankeny
         c. George Hegarty, English, Ankeny
         d. James O. Marcusen, Telecommunications Chairperson/Instructor, Ankeny
         e. Cynthia Marie Pio, Social/Behavioral, Boone.
      2. Resignations
         a. Susan Anderson, Coordinator, Health Occupations
         b. Vincent Boozell, Director, CEC
      3. Leave of Absence Without Pay
         a. Rich Byerly, Research & Development
      4. Position Change
         a. Dale Wagner
      5. Contract Change
         a. C. J. (Dutch) Kleywegt
         b. Dorothy Simms
         c. Frank Jorgensen.
      6. Termination of employees under subcontract with CIRALC.
6. NEW PERSONNEL (continued)
   A. Personnel (continued)
   7. S.D.U. Advancements
      a. Sue Wickam, Adult Education instructor.


   9. Recommend full-status contracts for certain faculty members.

B. Renewal of the following leases:
   1. Kingsway Ministries, Inc., Des Moines, for the period Sept. 1, 1978 through August 31, 1979, for the sum of $539/mo. + $24.00 security fee/mo. This space is used to house the bricklaying program. All terms of the lease are the same as the current lease.

   2. Veterans Administration Hospital, Knoxville, for the period Sept. 1, 1978 through August 31, 1979 at no charge. This space is used to house the high school electrical trades program. All terms of the lease are the same as the current lease with the exception that we will not be required to pay utilities.

C. Resolution to offer student constructed house for sale (732 SE 10th, Ankeny) and establish "listing" price for same.


F. Approval of contract amendment for Phase IIIA, Part 3, Parking Lot Improvements, in the amount of $16,468.75.

G. Recommend approval of agreement between the college and Rehabilitation Education and Services Branch of the DPI for a full-time rehabilitation counselor and secretary on campus. No longer will a contribution of local, public, non-federal money be required.

H. Recommend approval of institutional memberships for 1978-79.

I. Consideration of plans for student constructed house in Carroll for 1978-79 school year.

J. Consideration of new board policy #675, Adult Education—Staff Participation.

K. Appointment of members to advisory committees in Career Education programs.

7. OTHER
   A. Discussion of letter to Leonard Peetz

8. PRESENTATION OF CLAIMS AND ACCOUNTS

9. ADJOURNMENT