

Des Moines Area Community College

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Board of Directors Meeting Minutes

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8-11-1975

### Board of Directors Meeting Minutes (August 11, 1975)

DMACC

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DES MOINES AREA COMMUNITY COLLEGE  
2006 Ankeny Boulevard  
Ankeny, Iowa 50021

REGULAR MEETING

AUGUST 11, 1975

The regular meeting of the Des Moines Area Community College Board of Directors was held in the Board Room, Ankeny Campus, 2006 Ankeny Boulevard, Ankeny, Iowa, on August 11, 1975. The meeting was called to order by Max Kreager, Vice President, in the absence of the Board President.

ROLL CALL

Members present: Maurice Campbell  
Don Rowen  
Cecil Galvin  
Harold Welin  
Walter Hetzel  
Harry Bloomquist  
Max Kreager  
Rodney Carlson

Members absent: Rolland Grefe

Others present: Leonard Bengtson, Vice President, Student Life  
Jack Asby, Vice President, Business Management,  
and Acting Board Secretary  
Curt Wiberg, Administrative Assistant  
Mearle Griffith, Director, College Relations  
Don Rhead, Director, Personnel  
Richard Chapman, Instructor  
Lois Campbell, Director, Communications & Humanities  
Roslea Johnson, Instructor  
Curry Hill, Student Senator  
Don Kerr, Dean, Student Services  
Dale Wagner, Director, Student Activities  
Bruce Recher, Counselor Aide

APPROVAL OF  
MINUTES

It was moved by Harold Welin, seconded by Cecil Galvin, that the minutes of the regular board meeting of July 14, 1975 be approved as presented. Motion passed.

NEW  
PERSONNEL

It was moved by Harold Welin, seconded by Rodney Carlson, that employment be offered to the following for the position and salary indicated:

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Eff. Date</u>
Rick Cowman	Welding	\$ 11,883	8- 4-75
Carol Coats	Project Dir.-Dental Grant	15,431	7-30-75
Ron Sundling	Counselor (2/3)	8,077.37	8- 1-75
Carl Rolf	Director - CIVEC	19,330	8- 4-75
Laurel David	Office Occupations	12,110	8- 4-75
Arthur Phares	Programmer/Analyst	15,000	8-18-75
Carol Thompson	Personal Serv. Evaluator, CEC	10,500	8-18-75
Jane Troy	Respiratory Therapy	12,110	8-11-75
Catherine Travis	AD Nursing, Ankeny	9,245	8-12-75

Motion passed.

RESIGNATIONS

It was moved by W. Hetzel, seconded by D. Rowen, that the following resignations be accepted:

- Robert Richards, Programmer, August 15, 1975
- Janet Brandau, Instructor, Urban Center, August 31, 1975
- Bruce Dayton, Graphic Arts Evaluator, CEC, August 15, 1975.

Motion passed.

RECESS OF MEETING

It was moved by D. Rowen, seconded by H. Welin, that the meeting recess for dinner break. Motion passed and the meeting recessed at 6:30 p.m.

RECONVENE OF MEETING

The regular board meeting reconvened at 7:10 p.m. at the same location as it had recessed. All those present prior to the recess were again present, with the exception of Don Rhead. Also present was John Boesen, Student Senate President.

ACCEPTANCE OF BID FOR UMBRELLA INSURANCE COVERAGE

It was moved by D. Rowen, seconded by W. Hetzel, that the premium bid of \$2300 for one year for \$5 million excess liability insurance coverage be awarded to American Home Assurance Company. Motion passed.

ACCEPTANCE OF PHASE IIB, PARTS 2 AND 4

It was moved by H. Bloomquist, seconded by W. Hetzel, that the following contracts be accepted as completed and that final payment, as indicated, be made to contractors thirty (30) days from this date or upon receipt of waivers of lien from all suppliers and sub-contractors for work, materials, and equipment incorporated in the work.

<u>Project</u>	<u>Contractor</u>	<u>Amount of Final Payment (10%)</u>
Phase IIB, Part 4	Neumann & Bros., Inc.	\$ 39,088.90
Phase IIB, Part 2	Neumann & Bros., Inc.	72,156.74
Phase IIB, Part 4	Associated Electric	9,686.40

Motion passed.

RESOLUTION ESTABLISHING DATE FOR 3/4 MILL LEVY

Director Bloomquist introduced the following Resolution and moved that same be adopted. Director Hetzel seconded the motion to adopt and a vote was taken and carried unanimously. Whereupon, the President of the Board declared said Resolution duly adopted as follows:

WHEREAS, Section 280A.22 of the Code of Iowa provides that the voters in a merged area may, at the annual school election, vote a tax not exceeding three-fourths mill on the dollar in any one year for a period not exceeding five years for the purchase of grounds, construction of buildings, payment of debts contracted for the construction of buildings, purchase of buildings and equipment for buildings, and the acquisition of libraries, and for the purpose of maintaining, remodeling, improving or expanding the area vocational school of the merged area; and,

WHEREAS, the Board of Directors of the Des Moines Area Community College (Merged Area XI) are of the opinion that the levy of such tax for a five year period is reasonable and necessary for the proper operation of the merged area; and,

WHEREAS, the Board of Directors therefore, believe that there should be submitted to the voters of the district at the annual school election to be held on September 9th, 1975, a question as to whether such a tax should be authorized.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE DES MOINES AREA COMMUNITY COLLEGE (MERGED AREA XI), AS FOLLOWS:

Section 1. That at the annual school election to be held on September 9th, 1975, there shall be submitted to the voters of the Des Moines Area Community College (Merged Area XI), the following special proposition:

"Shall the Board of Directors of the Des Moines Area Community College (Merged Area XI), in the Counties of Adair, Audubon, Boone, Carroll, Clarke, Crawford, Dallas, Greene, Guthrie, Hamilton, Hardin, Jasper, Lucas, Madison, Mahaska, Marion, Marshall, Polk, Poweshiek, Shelby, Story and Warren, State of Iowa, cause to continue to be levied a tax not to exceed twenty and one-fourth (20 $\frac{1}{4}$ ) cents per thousand dollars of assessed value in any one (1) year for a period of five (5) consecutive fiscal years beginning with the 1976 tax levy payable in the fiscal year ending June 30, 1978, for any one or more of the following purposes: for the purchase of grounds; construction of buildings; payment of debts contracted for the construction of buildings; purchase of buildings and equipment for buildings and the acquisition of libraries; and for the purpose of maintaining, remodeling, improving, or expanding the Des Moines Area Community College of the merged area; or for such other purposes as authorized by law, as provided in Chapter 280A, Section 22 of the Code of Iowa?"

Section 2. That the hours of polling and the polling places for said election shall be the hours and polling places for the various local school districts situated within the merged area.

Section 3. That the Secretary of the Board of Directors in cooperation with the County Commissioner of Elections of Polk County, is hereby authorized and instructed to issue a notice or notices of said election on said proposition, and at the time and places thereof, by publication of such notice in accordance with the statutory requirements set forth in the 1975 Code of Iowa, as amended.

Section 4. That the Secretary of the Board of Directors in cooperation with the County Commissioner of Elections of Polk County, Iowa, shall have ballots to be used for the voting on said proposition at said election prepared on colored paper, and substantially in the form required by law, with the facsimile signature of the County Commissioner of Elections of Polk County, Iowa, in spaces provided therefor on the back of each ballot.

Section 5. That the County Commissioner of Elections shall cause to be prepared all such ballots and election registers and other supplies as may be necessary for the proper and legal conduct of said election and the Secretary of said Board is hereby authorized and directed to cooperate with said Commissioner of Elections and to do and prepare all of the necessary proceedings in order to make said election legal and valid.

Section 6. That the Board of Supervisors of each county shall meet at 9:00 o'clock A.M. on the first Friday after the day of said election and shall open and canvass the tally lists and shall prepare an Abstract of said election results pursuant to the provisions of Sections 50.24 and 277.20, Code of Iowa, 1975.

Section 7. That the Secretary is hereby directed to file a certified copy of this resolution in the Office of the Polk County Commissioner of Elections.

PASSED AND APPROVED, this 11<sup>th</sup> day of August, 1975.

  
for PRESIDENT, Board of Directors

ATTEST:

*Drw Steinberg*  
SECRETARY, Board of Directors

RENEWAL OF  
LEASE FOR  
BRICKLAYING  
CLASS

It was moved by R. Carlson, seconded by M. Campbell, that approval be given to renewal of a lease for a portion of the old Dowling building to house the bricklaying class at a rate of \$440/mo. plus \$24/mo. security charge. This is for the period September 1, 1975 - August 31, 1976. Motion passed.

MEMBERSHIP  
DUES IN NCA

It was moved by R. Carlson, seconded by D. Rowen, that approval be given for the payment of dues in the amount of \$940 for the 75-76 year in the North Central Association of Colleges and Secondary Schools. Motion passed.

APPOINTMENT OF  
MEMBERS TO DMACC  
FOUNDATION BOARD  
OF DIRECTORS

It was moved by R. Carlson, seconded by D. Rowen, that approval be given to the appointment of the following members to the DMACC Foundation Board of Directors:

L. W. Courter, Boone - to fill the remainder of a 3-year term vacated by Penne Ranglos, who moved out of state  
Gary Grosnickle, Boone - 3 year term  
Clarence Wilcox, Madrid - 3 year term  
James Lyon, Des Moines - 3 year term

Motion passed.

APPROVAL OF  
STUDENT  
RESIDENCY  
POLICY

It was moved by M. Campbell, seconded by W. Hetzel, that approval be given to a student residency policy for tuition purposes, effective Fall Quarter 1975, a copy of which is hereto attached and made a part of these minutes. Motion passed.

APPROVAL OF  
AGREEMENT WITH  
LOCAL HIGH  
SCHOOLS

It was moved by M. Campbell, seconded by W. Hetzel, authorizing the Board President and Secretary to enter into agreements between the following local schools and DMACC for the purpose of providing pre-career and career educational offerings to high school students:

Knoxville Community Schools	Nesco Community School
Carroll Community Schools	Glidden-Ralston Community School
Audubon Community School	Colo Community School
United Community School	Coon Rapids Community Schools
Earlham Community School	Roland-Story Community School
Grand Community School	Ogden Community School
Nevada Community Schools	

Motion passed.

APPROVAL OF  
HUMAN SERVICES  
PROGRAM

It was moved by R. Carlson, seconded by D. Rowen, that approval be given to offer the Human Services program, with three options as follows: Mental Health Associate, Alcohol & Drug Abuse Associate, and Social Service Associate. Motion passed.

APPROVAL OF  
STUDENT  
ACTIVITY  
FEE INCREASE

It was moved by H. Bloomquist, seconded by R. Carlson, that approval be given to a revised student activity fee, effective Fall Quarter 1975, as follows:

The activity fee for full-time students attending classes at the Ankeny and Urban centers shall be increased from \$5.00 per quarter to \$7.50 per quarter. The activity fee for part-time students attending classes at Ankeny, Boone, and Urban centers shall be \$.60 per quarter hour of credit.

The activity fee for full-time students at the Boone center shall remain at \$11.00 per quarter. Part-time students attending classes at other than the three centers shall not be assessed an activity fee.

Motion passed.

CLAIMS AND  
ACCOUNTS

It was moved by C. Galvin, seconded by H. Welin, that the claims and accounts as presented be approved for payment. Motion passed.

EXECUTIVE  
SESSION

It was moved by C. Galvin, seconded by H. Welin, that the Board go into executive session to discuss personnel matters. Motion passed and all persons present other than board members were excused from the meeting at 8:30 p.m.

RECONVENE OF  
REGULAR MEETING

The regular meeting reconvened at 9:15 p.m. All board members present prior to the executive session were again present, in addition to the Acting Board Secretary.

EXTENSION OF  
SUPERINTENDENT'S  
CONTRACT

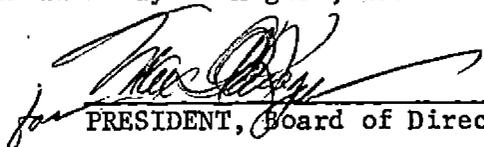
It was moved by W. Hetzel, seconded by M. Campbell, that the Superintendent, Paul Lowery, be extended a contract for a 3-year period, commencing July 1, 1975, at an annual salary of \$33,000. In addition, the Board will contribute \$3,000 each year toward a retirement fund for the Superintendent, commencing July 1, 1975. Motion passed.

RESOLUTION  
COMMENDING  
FOUNDATION  
OFFICERS AND  
STAFF

Director Hetzel introduced the following Resolution and moved that same be adopted. Director Campbell seconded the motion to adopt and a vote was taken and carried unanimously. Whereupon, the President of the Board declared said Resolution duly adopted as follows:

RESOLVED, that Rich Byerly and Jon Schneider, members of the college staff; Norm Ackerman, chairman of the foundation board; and other members on the foundation board be commended for their efforts in establishing the foundation and soliciting funds to be used to assist students in pursuing their education at the college.

PASSED AND APPROVED this 11th day of August, 1975.

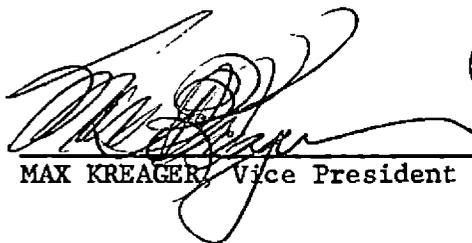
  
\_\_\_\_\_  
PRESIDENT, Board of Directors

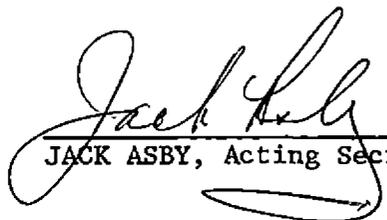
ATTEST:

  
\_\_\_\_\_  
SECRETARY, Board of Directors

ADJOURNMENT

It was moved by C. Galvin, seconded by H. Welin, that the meeting adjourn. Motion passed and the meeting adjourned at 9:45 p.m. The next regular meeting was set for September 8, 5:30 pm., Executive Dining Room, Bldg. #25. The Heartland Area Education Agency Board of Directors will meet with the DMACC Board of Directors at the beginning of the meeting.

  
\_\_\_\_\_  
MAX KREAGER, Vice President

  
\_\_\_\_\_  
JACK ASBY, Acting Secretary

August 11, 1975

Summary of Bids - Excess Liability Insurance

Name of Company and Agent	Coverage in Millions			
	One	Two	Five	Ten
St. Paul Companies - Long Ins. Ankeny	\$1,600	\$2,250	\$3,075	\$4,075
INA - Juhl Insurance	2,635	- 0 -	- 0 -	- 0 -
American Home Assurance Riepe, Buchanan, Pipe	1,250	1,550	2,300	3,550

DES MOINES AREA COMMUNITY COLLEGE  
Agenda - Regular Meeting  
Monday, August 11, 1975  
Board Room - Bldg. #4  
5:30 P.M.

1. CALL TO ORDER
2. APPROVAL OF MINUTES - Regular meeting of July 14, 1975
3. PROGRESS REPORT ON FOUNDATION - Norm Ackerman and Rich Byerly
4. PERSONNEL (Exhibit A)

New

- a. Rick D. Cowman, Welding, Ankeny
- b. Carol Coats, Project Director, Dental Grant, Ankeny
- c. Ron Sundling, Counselor, Ankeny
- d. Carl H. Rolf, Director, CIVEC
- e. Laurel David, Office Occupations, Ankeny
- f. Arthur Phares, Programmer/Analyst, Ankeny
- g. Carol Thompson, Personal Services Evaluator, CEC, Ankeny
- h. Jane Troy, Respiratory Therapy, Ankeny

Resignations

- a. Robert Richards, Programmer, August 15, 1975

5. REPORTS

- a. ICASB - Kreager
- b. Mid-Iowa Computer Center - Hetzel
- c. Financial - year-end report mailed to you earlier
- d. Area Supts. - Lowery
- e. PER Board hearing
- f. Activity concerning 3/4 mill levy - Griffith

6. COMMUNICATIONS

7. UNFINISHED BUSINESS

- a. Consideration of bids for umbrella insurance coverage

8. NEW BUSINESS

- a. Acceptance of construction contracts, Phase IIB, Parts 2 & 4, with 10% of final payment withheld for thirty days, until work is completed.
- b. Adopt a resolution to submit to the voters of the DMACC district at the annual school election, September 8, 1975, the proposition that the 3/4 mill levy for capital purposes be continued for a 5 year period.
- c. Renewal of 1-year lease to house bricklaying class in Old Dowling building for \$440/mo. plus \$24/mo. security charge. This is an increase of \$40 over the previous annual lease.
- d. Consideration of institutional membership dues in North Central Association in the amount of \$940 for July 1, 1975 - June 30, 1976.
- e. Appointment of members to DMACC Foundation Board of Directors (Exhibit B).
- f. Consideration of student residency policy for tuition purposes (Exhibit C).

## 8. NEW BUSINESS (continued)

- g. Consideration of agreements between DMACC and the following local high schools for the purpose of providing pre-career and career educational offerings to high school students:

Knoxville Community Schools

Carroll Community Schools

Audubon Community School

United Community School

Earlham Community School

Grand Community School

Nevada Community Schools

Nesco Community School

Glidden-Ralston Community School

Colo Community School

Coon Rapids Community Schools

Roland-Story Community School

Ogden Community School

- h. Consideration of approval of Human Services program with three options: Mental Health Associate, Alcohol & Drug Abuse Associate, and Social Service Associate.

## 9. PRESENTATION OF CLAIMS AND ACCOUNTS

## 10. ADJOURNMENT

## PERSONNEL RESUME'

Name: Rick D. Cowman  
 Age: 22  
 Position: Welding instructor  
 Division: Career Education  
 Recommended salary: \$11,883 annual  
 Most recent salary: \$12,500 annual  
 Salary in relation to staff w/similar qualifications: Comparable  
 Education: H.S. + DMACC (6 month welding program)  
 Experience: 4½ yrs. work; 3 mos. assistant teaching  
 Reason for recommending this person: Has had good welding experience & is knowledgeable in all areas of welding we teach  
 Beginning date of employment: August 4, 1975  
 Length of contract: 12 months  
 Reason for employment: Addition

\*\* \*\* \*

Name: Carol Coats  
 Age: 28  
 Position: Project Director - Dental Grant  
 Division: Career Education  
 Recommended salary: \$15,431 annual  
 Most recent salary: \$15,600 annual  
 Salary in relation to staff w/similar qualifications: Similar  
 Education: A.A.S. Dental Hygiene; B.S. Allied Health Education  
 Experience: 4 yrs. teaching; 4 yrs. work  
 Reason for recommending this person: Experience both as an assistant & a hygienist & has taught in both programs  
 Beginning date of employment: July 30, 1975  
 Length of contract: 12 months  
 Reason for employment: Addition - federal contract - one year only

\*\* \*\* \*

Name: Ron Sundling  
 Age: 27  
 Position: Counselor - 2/3 time  
 Division: Student Services  
 Recommended salary: \$8,077.37 annual  
 Most recent salary: Attending Drake  
 Salary in relation to staff w/similar qualifications: Comparable  
 Education: MSE Counseling & Personnel Services  
 Experience: 3 yrs. counseling; 1½ yrs. teaching  
 Reason for recommending this person: Highly qualified & feel he has the ability to develop this new position due to his capability to establish rapport with people & his desire to work hard  
 Beginning date of employment: August 1, 1975  
 Length of contract: 12 months  
 Reason for employment: Special DPI funded project for one year

Name: Carl H. Rolf  
 Age: 35  
 Position: Director - CIVEC  
 Division: Career Education  
 Recommended salary: \$19,330 annual  
 Most recent salary: \$17,500  
 Salary in relation to staff  
 w/similar qualifications: Comparable  
 Education: M.S. Education  
 Experience: 4 yrs. industrial; 9 yrs. vocational teaching;  
 3 yrs. vocational coordination & administration

Reason for recommending this  
 person: Best qualified applicant  
 Beginning date of employment: August 4, 1975  
 Length of contract: 12 months  
 Reason for employment: Replacement for Byron Hamilton, who is Dean at  
 Boone campus

\*\* \*\* \*

Name: Laurel David  
 Age: 23  
 Position: Office Occupations instructor  
 Division: Career Education  
 Recommended salary: \$12,110 annual  
 Most recent salary: \$7,344 annual on temporary basis in student activities  
 position

Salary in relation to staff  
 w/similar qualifications: Comparable  
 Education: B.S. Business Education  
 Experience: 2 yrs. work; student teaching  
 Reason for recommending this  
 person: Education; work experience + strong enthusiasm for  
 teaching career  
 Beginning date of employment: August 4, 1975  
 Length of contract: 12 months  
 Reason for employment: Replacement for Nancy Grasman who moved out of state

\*\* \*\* \*

Name: Arthur Phares  
 Age: 28  
 Position: Programmer/Analyst  
 Division: Management & Planning  
 Recommended salary: \$15,000 annual  
 Most recent salary: \$13,000 part time  
 Salary in relation to staff  
 w/similar qualifications: No similar position, but \$500 higher than programmer  
 position  
 Education: M.S. Computer Science  
 Experience: 2 yrs. systems programmer; 3 yrs. programmer/analyst  
 Reason for recommending this  
 person: Most highly qualified and articulate of those who  
 applied for position  
 Beginning date of employment: August 18, 1975  
 Length of contract: 12 months  
 Reason for employment: Addition

Name: Carol Thompson  
 Age: 39  
 Position: Personal Services Evaluator - CEC  
 Division: Student Personnel Services  
 Recommended salary: \$10,500 annual  
 Most recent salary: \$6.50/hr., part time  
 Salary in relation to staff  
 w/similar qualifications: Comparable  
 Education: RN training @ Iowa Methodist; 6 hrs. @ Drake  
 Experience: 9 yrs. nursing; 4 yrs. teaching/evaluating  
 Reason for recommending this  
 person: Work experience  
 Beginning date of employment: August 18, 1975  
 Length of contract: 12 months  
 Reason for employment: Replacement for Barbara Coats who moved out of state

\*\* \*\* \*

Name: Jane Troy  
 Age: 23  
 Position: Respiratory Therapy instructor  
 Division: Career Education  
 Recommended salary: \$12,110 annual  
 Most recent salary: \$650/mo.  
 Salary in relation to staff  
 w/similar qualifications: Similar  
 Education: B.S. Respiratory Therapy  
 Experience: 1 yr. work  
 Reason for recommending this  
 person: Best qualified applicant; excels in academic  
 atmosphere  
 Beginning date of employment: August 11, 1975  
 Length of contract: 12 months  
 Reason for employment: Addition

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DMACC FOUNDATION BOARD RECOMMENDATIONS

1. Mrs. Penne Ranglos resigned from the Foundation Board due to moving to another state. To fill the remainder of her 3-year term we recommend:

Mr. L. W. Courter, Attorney  
610 Prairie  
Boone, Iowa 50036

2. The following names are submitted for renewal from a 1-year term to a 3-year term:

Gary Grosnickle  
127 Boone  
Boone, Iowa 50036

James Lyon  
4120 Muskogee  
Des Moines, Iowa 50312

Clarence Wilcox  
102 South Main  
Madrid, Iowa 50156

3. We recommend the following nominee to a 3-year term:

Mr. Richard Tays  
1311 Parkside Drive  
Boone, Iowa 50036

A POLICY ON STUDENT RESIDENCY STATUS  
FOR THE PURPOSE OF ESTABLISHING  
APPROPRIATE TUITION AND FEE CHARGES  
WITHIN IOWA AREA SCHOOLS

Section 1.

General. A person who has been admitted to an Iowa Area School shall be classified as a resident or as a non-resident for admission, tuition, and fee purposes. A person classified as a resident shall pay resident tuition costs. A person classified as a non-resident shall pay non-resident tuition costs.

Section 2.

Determination of Residency Status. The residency status of a student shall be determined on the basis of his domicile. The word "domicile" shall denote a person's true and fixed home and place of habitation. It is the place where a person intends to remain, and to which the person expects to return when the person leaves without intending to establish a new domicile elsewhere. The burden of proof of domicile shall be upon the student. Some of the various types of evidence that may serve as proof of a student's domicile in Iowa are: year-round residence, ownership of property, registration for and voting in state general elections, filing a resident Iowa income tax return for the most recent calendar year, automobile registration, and rent receipts.

Section 3.

Residency of Minor Students. The domicile of a minor shall follow that of the parent with whom the minor resides except where emancipation of said minor can be proven. An unemancipated minor shall be classified as a resident if the parent or legal guardian has established a domicile within the State of Iowa. The word "parent" herein used shall include legal guardian or others in cases where the lawful custody of a minor has been awarded to persons other than actual parents.

A minor living with, being supported, and claimed as a dependent for tax purposes by a relative or a friend who is a resident of Iowa shall be granted resident status if the minor has lived with the relative or friend during the three years prior to high school graduation and has graduated from an Iowa high school.

The residency status of an emancipated minor shall be based upon the same qualifications established for a person having attained majority with the exception that age alone shall not prohibit the emancipated minor from meeting such qualification. The term "emancipated minor" shall mean a person who has not attained the age of eighteen years, and whose parents have entirely surrendered the right to the care, custody, and earnings of such person and who no longer are under any obligation to support or maintain such person.

Section 4.

Residency of Adult Students. A person who reaches the age of majority while his parents were residents of the state shall be classified as a resident. A person who is married under the age of eighteen shall be classified as a resident if the person's parents were residents of the state at the time such person was married and the person is not domiciled in another state. A person who has reached the age of majority shall be classified as a resident if the person has established a domicile within the State of Iowa at least ninety days prior to the opening day of the academic term for which the person first enrolls.

Section 5.

Residency of Students Who Are Not Citizens of the United States. A person who is not a citizen of the United States may become eligible for classification as an Iowa resident for purposes of attendance at an area school provided that the

person holds "permanent resident status" as classified by the Immigration and Naturalization Service, and the person can meet the criteria required to be classified as an Iowa resident in Section 2.

Section 6.

Residency of Federal Personnel and Dependents. A person who has moved into the State of Iowa as the result of military or civil orders from the federal government and the minor children of such a person are entitled to Iowa residency status.

Section 7.

Veterans Exemption. A military service veteran who was a resident of the State of Iowa prior to entering the service shall be classified as a resident if the veteran returns to Iowa upon separation from service and his separation papers are filed with the county recorder.

Section 8.

Reclassification of Residency Status. It is the responsibility of a student to request a reclassification of residency status. If a student is reclassified as a resident for tuition purposes, such classification shall be effective beginning with the next term for which the student enrolls. In no case shall reclassification to residency status be made retroactive for tuition and fee purposes, even though the student could have previously qualified for residency status had the student applied.

Section 9.

Appeal. The decision on the residency status of a student for admission, tuition, and fee purposes may be appealed to a review committee established by the area school. The finding of the review committee may be appealed to the area school's board of directors for a final decision.

SUPPLEMENTAL AGENDA  
Regular Meeting - August 11, 1975

4. PERSONNEL

New

- i. Catherine Travis, AD Nursing, Ankeny (see resume' below)

Resignations

- b.. Janet Lee Brandau, Instructor, Urban Center, August 31, 1975  
c. Bruce Dayton, Graphic Arts Evaluator, CEC, August 15, 1975

8. NEW BUSINESS

- i. Proposed change in activity fee, effective fall quarter 1975.  
j. Selection of members for the General Advisory Committee

OTHER

- a. Possible meeting with AEA at September 11 board meeting  
b. 6th Annual Convention of ACCT, October 2-4, Miami

Resume' of Catherine Travis:

Name:	Catherine Travis
Age:	23
Position:	AD Nursing instructor
Division:	Career Education
Recommended salary:	\$9,245 annual
Most recent salary:	\$10,900 annual
Salary in relation to staff w/similar qualifications:	Comparable
Education:	B.S. Nursing
Experience:	1 yr. + 2 mos. staff nurse
Reason for recommending this person:	Very good references from instructor and supervisor
Beginning date of employment:	August 12, 1975
Length of contract:	9 months
Reason for employment:	Replacement for Coleen Larson

Materials in Handout Packets

1. Information concerning proposed change in activity fee
2. Financial report - cash position - July 31, 1975
3. 1974-75 General Advisory Committee list
4. Newspaper article entitled "Judge OKs House Rental by School"
5. Copy of Findings of Fact and Conclusions of Law in the case concerning the house
6. List of claims and accounts
7. Minutes of meetings of Mid-Iowa Educational Computer Center
8. Information concerning 6th annual convention of ACCT, October 2-4, at Miami
9. Publication from Iowa Association of School Boards entitled "Care About Children?...  
About Your Community?"
10. Summary of Bids - Excess Liability Insurance

Des Moines Area Community College  
August 11, 1975

PROPOSED CHANGE IN ACTIVITY FEE

EFFECTIVE FALL QUARTER 1975

The activity fee for full-time students attending classes at the Ankeny and Urban centers shall be increased from \$5.00 per quarter to \$7.50 per quarter. The activity fee for part-time students attending classes at Ankeny, Boone, and Urban centers shall be \$.60 per quarter hour of credit.

The activity fee for full-time students at the Boone center shall remain at \$11.00 per quarter. Part-time students attending classes at other than the three centers shall not be assessed an activity fee.

*Jack*

DES MOINES AREA COMMUNITY COLLEGE  
CASH POSITION - FINANCIAL REPORT

July 31, 1975

	<u>ANKENY STATE BANK</u> General & Revolving General & Revolving Combined Funds	<u>BANKERS TRUST</u> Special Plant	Voted Tax & Sinking Fund
<u>CASH IN BANK:</u>			
Balance Forward 7-1-75	(\$ 1,410,911.08)	\$ 440,814.67	\$ 161.63
Plus July Receipts	2,697,445.46	144,000.00	18,369.40
Receipt Journals	--	157,484.25	--
Less July Disbursements	1,687,448.57	452,157.96	--
Disbursement Journals	27.76	284,000.00	--
Plus Void Checks	2,645.47	--	--
Cash Balance 7-31-75	* (\$398,296.48)	\$ 6,140.96	\$18,531.03
<u>INVESTMENTS:</u>			
Savings Account (5%)	150,000.00		
C.D. 5½% due 8-15-75		100,000.00	
C.D. 5-¾% due 9-17-75		184,000.00	
C.D. 6½% due 12-31-75			335,000.00
C.D. 6¼% due 12-31-75			184,200.00
C.D. 6.3% due 12-31-75			44,000.00
Total Investments	150,000.00	284,000.00	563,200.00
TOTAL CASH & INVESTMENTS	<u>(\$248,296.48)</u>	<u>\$ 290,140.96</u>	<u>\$581,731.03</u>

\* Outstanding checks 7-31-75 exceed this deficit.

DES MOINES AREA COMMUNITY COLLEGE

General Advisory Committee  
1974-75

		Appt.	Sub-Committee
District 1.	1. Dale Collings, Nevada	<del>1967</del>	<del>Legislative</del>
	2. Ruth Hughes, Ames	1972	Public Relations
	3.		
District 2	1. Merle Hove, Boone	1974	Finance
	2. Stan Moffitt, Boone	1974	Public Relations
	3.		
District 3.	1. Eugene Kading, Stuart	1971	Finance
	2. G. W. Paull, Winterset	<del>1967</del>	<del>Finance</del>
	3. Richard Wilcox, Adel	1971	Legislative
	4. James Kratoska, Carroll	1974	Legislative
	5. Lee Clemmensen, Gray	1971	Public Relations
District 4.	1. Guy Risinger, Indianola	<del>1967</del>	<del>Curriculum</del>
	2. J. W. Thornburg, Knoxville	1973	Legislative
	3.		
District 5.	1. Jay Storey, Newton	1974	Finance
	2. Jasper Risdal, Newton	<del>1967</del>	<del>Public Relations</del>
	3.		
District 6.	1. Mrs. Max Schnepf, Ankeny	1974	Finance
	2. Dr. Louis Palumbo, Des Moines	<del>1972</del>	<del>Curriculum</del>
	3. Norm Ackerman, W. Des Moines	1971	Finance
	4. F. W. Capper, Johnston	<del>1967</del>	<del>Curriculum</del>
	5. Richard Moore, W. Des Moines	1971	Finance
District 7.	1. Pete Downie, Des Moines	<del>1967</del>	<del>Public Relations</del>
	2. C. J. (Dutch) Kleywegt	1974	Public Relations
	3.		
District 8.	1. Raymond Russell, Des Moines	<del>1971</del>	<del>Curriculum</del>
	2. George Whitmer, Des Moines	1967	Public Relations
	3.		
District 9.	1. Charles Irvine, Des Moines	1974	Legislative
	2. James R. Lyon, Des Moines	<del>1967</del>	<del>Legislative</del>
	3. John Estes, Jr., Des Moines	<del>1967</del>	<del>Curriculum</del>
Local District Superintendent	1. Bob Tschirki, Newton	<del>1974</del>	<del>Curriculum</del>
DMACC Alumni	1. Dave Kuskulis, Des Moines	1972	Legislative
Student Body President	1. John Boesen, Ankeny	1975	Curriculum

## JUDGE OKs HOUSE RENTAL BY SCHOOL

By TOM SUK

The superintendent of Des Moines Area Community College in Ankeny can continue to rent a \$50,000 house from the school for \$50 a month, Polk County District Judge Harry Perkins, jr., ruled Tuesday.

Iowa Atty. Gen. Richard C. Turner and Polk County Atty. Ray A. Fenton had filed suit in October, contending that the house is a "fringe benefit" forbidden by Iowa law.

The superintendent, Paul Lowery, already makes the maximum salary (\$27,500) under state law, and giving him a house with all utilities paid by the college is a disallowable fringe benefit, the suit said.

### School's Convenience

Perkins ruled that the house is furnished more for the convenience of the school than of the superintendent. He also said that Turner had delivered an opinion in 1972 that Kirkwood Community College in Cedar Rapids could legally furnish a home for its superintendent to live in.

Although the home at Kirkwood was there when the campus was acquired and is located on campus, and the Des Moines Area superintendent's home is two miles from campus and was built after the campus was acquired, the judge ruled the principle is the same in both cases.

"The court fails to see how it can be agreed that one board's action is legal and the other is not," said Perkins.

### Planning to Move

The judge said that the Des Moines Area board of directors learned that Lowery might be planning to move outside of Ankeny in 1972. The directors "believed that it would be detrimental to the programs of the college if the superintendent did not reside in Ankeny," he said, adding that the board "thought it was necessary for the superintendent to live in close enough proximity to the campus so that he could get there from his home on short notice."

College activities as well as student government and faculty meetings, also have been held at the house, Perkins said. Therefore, he ruled, providing the house at a nominal fee to the superintendent "was and is to benefit the college, and not the superintendent."

Steinberg

DES MOINES AREA COMMUNITY COLLEGE  
BOARD OF DIRECTORS REGULAR MEETING

August 11, 1975

Following is a brief unofficial summary of the matters discussed and the action taken at a regular meeting of the Board of Directors of the Des Moines Area Community College. The meeting was held Monday, August 11, 1975, in the Board Room, Ankeny Campus, Ankeny, Iowa.

Please note that decisions are not final until the Board has approved the official minutes at its regular meeting.

Personnel

RECEIVED  
AUG 15 1975  
BUSINESS

Approved the employment of the following:

- a. Rick D. Cowman, Welding, Ankeny
- b. Carol Coats, Project Director, Dental Grant, Ankeny
- c. Ron Sundling, Counselor, Ankeny
- d. Carl H. Rolf, Director, CIVEC
- e. Laurel David, Office Occupations, Ankeny
- f. Arthur Phares, Programmer/Analyst, Ankeny
- g. Carol Thompson, Personal Services Evaluator, CEC, Ankeny
- h. Jane Troy, Respiratory Therapy, Ankeny
- k. Catherine Travis, AD Nursing, Ankeny

Accepted the following resignations:

- a. Robert Richards, Programmer, August 15, 1975
- b. Janet Lee Brandau, Instructor, Urban Center, August 31, 1975
- c. Bruce Dayton, Graphic Arts Evaluator, CEC, August 15, 1975

Reports

Norm Ackerman and Rich Byerly gave a progress report on the college foundation, stating that approximately \$34,000 had been raised for the purpose of providing loans and scholarships to students.

Supt. Lowery reported on the PER Board hearing held August 7, stating that the PER Board will, in 6-8 weeks, render a decision on whether the CIVEC petition for a separate unit will be granted, or whether all faculty of the college at all locations will constitute the unit.

Mearle Griffith reported on the activities intended to inform the public concerning the mill levy for capital expenditures.

Business

Accepted the completion of construction contracts, Phase IIB, Parts 2 and 4, with final payment to be withheld until the punch list is completed.

Adopted resolution to submit to the voters on September 9 the proposition that the levy for capital purposes be continued for a 5-year period, beginning 1978.

Approved the renewal of a one year lease to house the bricklaying class in old Dowling building.

Approved the payment of institutional membership dues in the North Central Accreditation Association for school year 75-76.

Appointed the following members to the Des Moines Area Community College Foundation Board of Directors:

L. W. Courter, Boone  
 Gary Grosnickle, Boone  
 James Lyon, Des Moines  
 Clarence Wilcox, Madrid.

Adopted a student residency policy for tuition purposes, effective Fall Quarter 1975. The major provision of the policy stipulates that nonresidents of the state must reside in the state at least ninety (90) days before being considered in-state residents for tuition purposes.

Approved agreements between the following local schools and the college for the purpose of providing pre-career and career educational offerings to high school students:

Knoxville Community Schools	Nesco Community School
Carroll Community Schools	Glidden-Ralston Community School
Audubon Community School	Colo Community School
United Community School	Coon Rapids Community Schools
Earlham Community School	Roland-Story Community School
Grand Community School	Ogden Community School
Nevada Community Schools	

Approved the Human Services program with three options as follows: Mental Health Associate, Alcohol & Drug Abuse Associate, and Social Service Associate.

Approved a revised student fee, effective Fall Quarter 1975, as follows:

The activity fee for full-time students attending classes at the Ankeny and Urban centers shall be increased from \$5.00 per quarter to \$7.50 per quarter. The activity fee for part-time students attending classes at Ankeny, Boone, and Urban centers shall be \$.60 per quarter hour of credit.

The activity fee for full-time students at the Boone center shall remain at \$11.00 per quarter. Part-time students attending classes at other than the three centers shall not be assessed an activity fee.

Awarded bid to American Home Assurance Company for \$5 million in excess liability insurance coverage.

Extended the superintendent's contract for an additional three years, beginning July 1, 1975.

#### Other

The AEA Board of Directors will meet with the DMACC Board of Directors on September 8 at the beginning of the regular meeting.

Maurice Campbell volunteered to replace Rodney Carlson on the Institutional Planning Committee.

The next regular meeting will be held Monday, September 8, 5:30 p.m., in the Executive Dining Room.

RESOLUTION ADOPTED BY THE BOARD OF DIRECTORS  
OF THE DES MOINES AREA COMMUNITY COLLEGE  
(MERGED AREA XI)

WHEREAS, Section 280A.22 of the Code of Iowa provides that the voters in a merged area may, at the annual school election, vote a tax not exceeding three-fourths mill on the dollar in any one year for a period not exceeding five years for the purchase of grounds, construction of buildings, payment of debts contracted for the construction of buildings, purchase of buildings and equipment for buildings, and the acquisition of libraries, and for the purpose of maintaining, remodeling, improving or expanding the area vocational school of the merged area; and,

WHEREAS, the Board of Directors of the Des Moines Area Community College (Merged Area XI) are of the opinion that the levy of such tax for a five year period is reasonable and necessary for the proper operation of the merged area; and,

WHEREAS, the Board of Directors therefore, believes that there should be submitted to the voters of the district at the annual school election to be held on September 9th, 1975, a question as to whether such a tax should be authorized.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE DES MOINES AREA COMMUNITY COLLEGE (MERGED AREA XI), as follows:

Section 1. That at the annual school election to be held on September 9th, 1975; there shall be submitted to the voters of the Des Moines Area Community College (Merged Area XI), the following special proposition:

"Shall the Board of Directors of the Des Moines Area Community College (Merged Area XI), in the Counties of Adair, Audubon, Boone, Carroll, Clarke, Crawford, Dallas, Greene, Guthrie, Hamilton, Hardin, Jasper, Lucas, Madison, Mahaska, Marion, Marshall, Polk, Poweshiek, Shelby, Story and Warren, State of Iowa, cause to continue to be levied a tax not to exceed twenty and one-fourth (20 1/4) cents per thousand dollars of assessed value in any one (1) year for a period of five (5) consecutive fiscal years beginning with the 1976 tax levy payable in the fiscal year ending June 30, 1978, for any one or more of the following purposes: for the purchase of grounds; construction of buildings; payment of debts contracted for the construction of buildings, purchase of buildings and equipment for buildings and the acquisition of libraries; and for the purpose of maintaining, remodeling, improving, or expanding the Des Moines Area Community College of the merged area; or for such other purposes as authorized by law, as provided in Chapter 280A, Section 22 of the Code of Iowa?"

Section 2. That the hours of polling and the polling places for said election shall be the hours and polling places for the various local school districts situated within the merged area.

Section 3. That the Secretary of the Board of Directors in cooperation with the County Commissioner of Elections of Polk County, is hereby authorized and instructed to issue a notice or notices of said election on said proposition, and at the time and places thereof, by publication of such notice in accordance with the statutory requirements set forth in the 1975 Code of Iowa, as amended.

Section 4. That the Secretary of the Board of Directors in cooperation with the County Commissioner of elections of Polk County, Iowa, shall have ballots to be used for the voting on said proposition at said election prepared on colored paper, and substantially in the form required by law, with the facsimile signature of the County Commissioner of Elections of Polk County, Iowa, in spaces provided therefor on the back of each ballot.

Section 5. That the County Commissioner of Elections shall cause to be prepared all such ballots and election registers and other supplies as may be necessary for the proper and legal conduct of said election and the Secretary of said Board is hereby authorized and directed to cooperate with said Commissioner of Elections and to do and prepare all of the necessary proceedings in order to make said election legal and valid.

Section 6. That the Board of Supervisors of each county shall meet at 9:00 o'clock A. M. on the First Friday after the day of said election and shall open and canvass the tally lists and shall prepare an Abstract of said election results pursuant to the provisions of Sections 50.24 and 277.20, Code of Iowa, 1975.

Section 7. That the Secretary is hereby directed to file a certified copy of this resolution in the Office of the Polk County Commissioner of Elections.

PASSED AND APPROVED, this \_\_\_\_\_ day of \_\_\_\_\_, 1975.

\_\_\_\_\_  
PRESIDENT, Board of Directors

ATTEST:

\_\_\_\_\_  
SECRETARY, Board of Directors

Acceptance  
of Completed  
Construction

It was moved by *Blomquist*, seconded by *Hetzel*  
that the following contracts be accepted as completed and that final payment  
as indicated, be made to contractors 30 days from this date or upon receipt  
of waivers of lein from all suppliers and subcontractors for work, materials,  
and equipment incorporated in the work.

Project	Contractor	Amount of Final Payment (10%)
Phase IIB, Part <b>4</b>	Neumann & Bros, Inc.	\$ 39,088.90
Phase IIB, Part <b>2</b>	Neumann & Bros, Inc.	72,156.74
Phase IIB, Part 4	Associated Electric	9,686.40

Motion passed.

July 31, 1975

Paul Lowery

Irv Steinberg

Board Agenda Items for Aug. 11, 1975

- 10
1. Acceptance of Construction Contracts as completed  
(form of motion attached)
  2. Resolution establishing date for Plant Fund Levy (copy attached).  
This is needed per attorney although in essence is a duplication  
of board action taken June 9, 1975.

As per usual, I will be on military leave Aug. 4-15. Regardless of this commitment, for the past seven years I have driven back from Omaha for the August board meeting. Since this year's meeting does not require a public hearing on the budget, I will not plan on coming back for the session unless you feel it is necessary. Jack is in agreement to filling in as secretary for me and further will handle election matters in my absence.

cc: JACK A



August 11, 1975

Summary of Bids - Excess Liability Insurance

Name of Company and Agent	Coverage in Millions			
	One	Two	Five	Ten
St. Paul Companies - Long Ins. Ankeny	\$1,600	\$2,250	\$3,075	\$4,075
INA - Juhl Insurance	2,635	- 0 -	- 0 -	- 0 -
American Home Assurance Riepe, Buchanan, Pipe	1,250	1,550	2,300	3,550

A POLICY ON STUDENT RESIDENCY STATUS  
FOR THE PURPOSE OF ESTABLISHING  
APPROPRIATE TUITION AND FEE CHARGES  
WITHIN IOWA AREA SCHOOLS

Section 1.

General. A person who has been admitted to an Iowa Area School shall be classified as a resident or as a non-resident for admission, tuition, and fee purposes. A person classified as a resident shall pay resident tuition costs. A person classified as a non-resident shall pay non-resident tuition costs.

Section 2.

Determination of Residency Status. The residency status of a student shall be determined on the basis of his domicile. The word "domicile" shall denote a person's true and fixed home and place of habitation. It is the place where a person intends to remain, and to which the person expects to return when the person leaves without intending to establish a new domicile elsewhere. The burden of proof of domicile shall be upon the student. Some of the various types of evidence that may serve as proof of a student's domicile in Iowa are: year-round residence, ownership of property, registration for and voting in state general elections, filing a resident Iowa income tax return for the most recent calendar year, automobile registration, and rent receipts.

Section 3.

Residency of Minor Students. The domicile of a minor shall follow that of the parent with whom the minor resides except where emancipation of said minor can be proven. An unemancipated minor shall be classified as a resident if the parent or legal guardian has established a domicile within the State of Iowa. The word "parent" herein used shall include legal guardian or others in cases where the lawful custody of a minor has been awarded to persons other than actual parents.

A minor living with, being supported, and claimed as a dependent for tax purposes by a relative or a friend who is a resident of Iowa shall be granted resident status if the minor has lived with the relative or friend during the three years prior to high school graduation and has graduated from an Iowa high school.

The residency status of an emancipated minor shall be based upon the same qualifications established for a person having attained majority with the exception that age alone shall not prohibit the emancipated minor from meeting such qualification. The term "emancipated minor" shall mean a person who has not attained the age of eighteen years, and whose parents have entirely surrendered the right to the care, custody, and earnings of such person and who no longer are under any obligation to support or maintain such person.

Section 4.

Residency of Adult Students. A person who reaches the age of majority while his parents were residents of the state shall be classified as a resident. A person who is married under the age of eighteen shall be classified as a resident if the person's parents were residents of the state at the time such person was married and the person is not domiciled in another state. A person who has reached the age of majority shall be classified as a resident if the person has established a domicile within the State of Iowa at least ninety days prior to the opening day of the academic term for which the person first enrolls.

Section 5.

Residency of Students Who Are Not Citizens of the United States. A person who is not a citizen of the United States may become eligible for classification as an Iowa resident for purposes of attendance at an area school provided that the

person holds "permanent resident status" as classified by the Immigration and Naturalization Service, and the person can meet the criteria required to be classified as an Iowa resident in Section 2.

Section 6.

Residency of Federal Personnel and Dependents. A person who has moved into the State of Iowa as the result of military or civil orders from the federal government and the minor children of such a person are entitled to Iowa residency status.

Section 7.

Veterans Exemption. A military service veteran who was a resident of the State of Iowa prior to entering the service shall be classified as a resident if the veteran returns to Iowa upon separation from service and his separation papers are filed with the county recorder.

Section 8.

Reclassification of Residency Status. It is the responsibility of a student to request a reclassification of residency status. If a student is reclassified as a resident for tuition purposes, such classification shall be effective beginning with the next term for which the student enrolls. In no case shall reclassification to residency status be made retroactive for tuition and fee purposes, even though the student could have previously qualified for residency status had the student applied.

Section 9.

Appeal. The decision on the residency status of a student for admission, tuition, and fee purposes may be appealed to a review committee established by the area school. The finding of the review committee may be appealed to the area school's board of directors for a final decision.