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Board of Directors Meeting Minutes

5-22-1967

Board of Directors Meeting Minutes (May 22, 1967)

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M. Bellairs

REGULAR
BOARD
MEETING

AREA XI COMMUNITY COLLEGE
315 WALNUT STREET
ANKENY, IOWA 50021

BOARD MEETING
MAY 22, 1967

MAY 22
1967

The regular meeting of the Area XI Board of Directors was held in the Vocational-Technical Education Center, 2501 Vine Street, West Des Moines, Iowa, on Monday, May 22, 1967.

EXECUTIVE SESSION
7:30 - 8:00 P.M.

Members present: James R. Maggert, President
Ross C. Cramlet
Rolland E. Grefe
Max W. Kreager
Robert Lounsberry
Harold Welin
DeWitt Q. Williams

Members Absent: Harry Cowden
Dwight Mater

Also Present: Paul J. Lowery, Superintendent
Dale Bellairs, Business Manager
Owen Shadle, Director of Vocational-
Technical Education
Leonard Bengtson, Director of Student
Personnel Services

SITES

President James R. Maggert advised that any future arrangements pertaining to the site are being held until June 24, at which time permanent arrangements will be made.

PERSONNEL

Superintendent Lowery informed the Board that a High School Equivalency Project in cooperation with O.E.O. will soon be started by Area XI, on a budget of \$44,500, which will be reimbursed at 100 per cent. There will be approximately 420 students attending 4 hours per week for 24 weeks. This project was previously approved by the Area XI Board to begin June 1, 1967.

On motion by D. Williams and seconded by H. Welin, it was
RESOLVED: that the following persons presently associated with the Polk County O.E.O. Program be accepted to supervise and staff this project, subject to final approval of the project, and that the rate of payment for instructors of adult subjects be \$5.00 per hour:

Instructors: Lawrence E. Qualley, Coordinator
Gary Battles
Verna H. Bird
John Clawson
Mary J. Clay
Hermia Davison
Marilyn Dozoryst
Thomas M. Glenn
Edna Quiggle
Yvonne M. Salem
Clifford Simonson
Joseph E. Wintz
Velma Wintz

Substitutes: Clyde E. Prier
Thomas J. Zike, Jr.
James A. Roberts
Gayle Cherry
James Nass

Motion carried unanimously.

Superintendent Lowery advised that classes for A.D.C. persons, sponsored by the O.E.O. will start May 25 in Knoxville, Iowa, and will be financed on a 100 per cent basis, with approximately 20 persons attending for 8 hours per week for 3 months, in the local high school facilities.

On motion by M. Kreager and seconded by R. Cramlet, it was RESOLVED: that the superintendent be authorized to carry out the project in cooperation with O.E.O.

Motion carried unanimously.

On motion by R. Grefe and seconded by R. Lounsberry, it was RESOLVED: that Mr. Lowery be authorized to offer Robert Peterson a position as Counselor, at an annual salary of \$13,500, effective September 1, 1967.

Motion carried unanimously.

On motion by R. Grefe and seconded by M. Kreager, it was RESOLVED: that Clayton Omvig be employed to assist the Director of Student Personnel Services and Director of Adult Education on a part-time basis for the period of six months at a daily rate of \$14.00, effective May 24, 1967.

Motion carried unanimously.

On motion by R. Grefe and seconded by R. Lounsberry, it was RESOLVED: that Superintendent Lowery be authorized to offer Carroll Bennett the position of Assistant Director of Vocational-Technical Education at an annual salary of \$13,500, effective June 19, 1967.

Motion carried unanimously.

REGULAR SESSION - 8:00 P.M.

APPROVAL OF
MINUTES

On motion by H. Welin and seconded by D. Williams, it was RESOLVED: that the minutes of the meeting held April 24, be approved.

Motion carried unanimously.

INSURANCE

On motion by D. Williams and seconded by R. Grefe, it was RESOLVED: that the insurance bid of Juhl Insurance as representatives of the Insurance of North America, in the amount of \$943.66 as annual premium, for Multi-Peril Coverage, Workmen's Compensation, Secretary and Treasurer's bonds be accepted.

Motion carried unanimously.

**ADMINISTRATIVE
REPORTS**

Superintendent Lowery reported that a numbering system for inventory identification is in progress.

He also reported on his visit with legislators in the House of Representatives and advised of a strong feeling among the legislators for a separate Board to govern the Area Colleges and that some even want a complete separation of vocational-technical from junior colleges. Bill H. F. 616 will be discussed in the near future.

**STEERING
COMMITTEE**

Board Member R. Grefe reported concerning the recent meeting of the Steering Committee. He advised that the committee issued a statement approving joint legislation on behalf of the area schools, Board of Regents, and private colleges pertaining to adequate financing for students, adequate scholarships, and tax exemption status for private schools.

**SEPTEMBER
ENROLLMENT**

Leonard Bengtson, Director of Student Personnel Services reported concerning prospective enrollment for September as follows:

1. 29 students accepted
2. 63 applications on file
3. 180 potential inquiries

He also advised of the various methods taken to inform and recruit students for the future programs.

**CLAIMS AND
ACCOUNTS**

On motion by R. Grefe and seconded by R. Cramlet, it was RESOLVED: that the claims and accounts be approved as presented with the exception of a claim by Hickok Teaching Systems in the amount of \$13,395.30.

Motion carried unanimously.

On motion by R. Cramlet and seconded by H. Welin, it was RESOLVED: that approval be given as submitted by Mr. Lowery of tentative proposal to establish a total campus, housing approximately 6,000 students, being developed in three stages in 1969, 1974, and 1979--first phase to construct approximately 250,000 square feet and house approximately 2000 students--and that the vocational-technical phase of the curriculum consist of programs indicated on the attached list. Remainder of the space would be used to house transfer and adult programs, library, student services, etc.

Motion carried unanimously.

**ADVISORY
COMMITTEE**

On motion by R. Cramlet and seconded by H. Welin, it was RESOLVED: that the Advisory Committee for Mechanical Technology be accepted as presented.

Motion carried unanimously.

**SCHOOL
MANAGEMENT
MAGAZINE**

On motion by M. Kreager and seconded by D. Williams, it was RESOLVED: that subscriptions be obtained to the "School Management Magazine" for all Board Members.

Motion carried unanimously.

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AUDIT
REPORT

It was suggested that copies of the audit by the State Auditor's Office be furnished to all Board Members.

VISIT TO
SCHCOLS

Board Member D. Williams and Superintendent Lowery presented slides and reported on trips made to the following vocational and technical schools:

1. Southern Nevada Vocational-Technical School at Las Vegas, Nevada
2. El Camino, Orange Coast, and Golden West Community Colleges in the Los Angeles area
3. Kenosha Technical Institute, Kenosha, Wisconsin
4. Quincy Vocational-Technical School, Saint Paul, Minnesota
5. Saint Paul Vocational-Technical School, Saint Paul, Minnesota
6. Dunwoody Institute, Minneapolis, Minnesota

ADJOURNMENT

On motion by D. Williams and seconded by R. Lounsberry, it was
RESOLVED: that the meeting be adjourned.
Motion carried and meeting was adjourned.

Respectfully submitted:

Dale A Bellairs
Dale Bellairs, Board Secretary

James R. Maggert

James R. Maggert, President

DB/lb

Attachment-List of Programs

May 22, 1967

PROPOSED PROGRAMS IN VOCATIONAL-TECHNICAL EDUCATION FOR
NEW FACILITY

It is proposed that the building be developed in three phases:

<u>PHASE</u>	<u>YEAR</u>	<u>STUDENTS</u>	<u>COST</u>	<u>SQUARE FEET</u>
1	1969	2,000	\$5,000,000.00	250,000
2	1974	2,000	5,000,000.00	250,000
3	1979	2,000	5,000,000.00	250,000
		<u>6,000</u>	<u>\$15,000,000.00</u>	<u>750,000</u>

PROGRAMS

<u>NO. OF SECTIONS</u>	<u>OFFICE OCCUPATIONS</u>	<u>NO. OF SECTIONS</u>	<u>SALES</u>
4	1. Secretarial Science		(1. Mid-Management
3	2. Clerical	3	(A. Retail
3	3. Bookkeeping and Accounting		(B. Marketing
			(2. Salesperson-Retail
	<u>DATA PROCESSING</u>		<u>ELECTRICAL</u>
5	1. Computer Programmer		1. Industrial Electricity
1	2. Key Punch Operator	1	2. Electrical Technician
		2	3. Electronic Technician
	<u>DIESEL AND AUTO MECHANICS</u>	3	4. Electronic Maintenance
3	1. Automotive	2	
1	2. Auto Servicing		<u>CONSTRUCTION (BUILDING TRADES)</u>
2	3. Diesel and Heavy Equipment		(1. Carpentry
2	4. Auto Body	2	(2. Plumbing
			(3. Masonry
	<u>HEALTH OCCUPATIONS</u>		(4. Painting
2	1. Two-year degree nurse		
4	2. L. P. N.		<u>CONDITIONED AIR</u>
2	3. Medical Assistant		1. Air Conditioning
2	4. Medical Laboratory Assistant		Heat and Commercial
2	5. Operating Room Technician	2	Refrigeration
1	6. Dental Laboratory Technician		Sheet Metal
2	7. Dental Assistant		
	<u>AGRICULTURE AND HOME ECONOMICS</u>		<u>FOOD SERVICE</u>
2	1. Farm Management		(1. Cooks
2	2. Agricultural Business	2	(2. Waitress
			(3. Cashiers
	<u>DRAFTING</u>		<u>INDUSTRIAL MANUFACTURING</u>
1	1. Architectural		(1. Machinist
1	2. Mechanical		(2. Tool and Die Making
1	3. Electrical		(3. Machine Operator
2	4. Related Lab.	3	4. Welding
			5. Mechanical Technology
	<u>TEXTILE</u>	4	6. Machine Maintenance
	1. Power Machine Operator	3	
	2. Alteration Tailor	1	
	<u>PRINTING</u>		
3	(1. Offset		
	(2. Letter Press		