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3-23-1970

Board of Directors Meeting Minutes (March 23, 1970 special)

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

SPECIAL MEETING

MARCH 23, 1970 A special meeting of the Des Moines Area Community College Board of Directors was held in the Board Room, Administration Building, Ankeny Campus, 2006 Ankeny Blvd., Ankeny, Iowa, on Monday, March 23, 1970. The meeting was called to order by Board President, Rolland Grefe, at 7:30 p.m.

ROLL CALL Members present: Rolland Grefe
Ross Cramlet
Harry Bloomquist
Harold Welin
David Longnecker
Max Kreager
Robert Lounsberry
William Price
Richard Opie

Members absent: None

Others present: Tom Dart, Counselor
Ben Shlaes, Accounting instructor, Ankeny campus
Robert Eicher, Director, Vo-Tech
Richard Arrowood, Data Processing instructor, Ankeny
Harold Gamm, Agri-Business instructor, Ankeny campus
Shirley Muehlenthaler, Head, Medical Asst. Program
Bruce Hann, English instructor, Ankeny campus
Jim Dye, instructor, Ankeny campus
Mel Stanard, Math instructor, Boone campus
Ted Clinkenbeard, Math instructor, Boone campus
Nick Bellizzi, Director, Adult Education
William Cook, Remington Rand representative
Paul Huenemann, Remington Rand representative

APPROVAL OF
SALARY RECOM-
MENDATIONS

It was moved by M. Kreager, seconded by H. Bloomquist, that the salary recommendations for fiscal 1970-71, as presented by the superintendent, a copy of which is attached hereto and made a part of these minutes, be approved to include health insurance premiums for all employees, not to exceed \$20 per month. Motion passed.

PERSONNEL

A motion was made by H. Welin, seconded by R. Lounsberry, that the resignation of Madonna Gisch, instructor, Boone campus, be accepted effective June 6, 1970. Motion passed.

A motion by R. Lounsberry, seconded by H. Welin, that the resignation of Ellis Hansen, Assistant Superintendent, Instructional Services, be accepted effective May 31, 1970. Motion passed.

APPROVAL OF
PROPOSED
BUDGET
1970-71

It was moved by H. Welin, seconded by R. Lounsberry, that the proposed budget for 1970-71 be approved as submitted, a copy of which is attached hereto and made a part of these minutes, and that it be submitted through channels for state board approval. Motion passed.

APPROVAL
OF
RANDTRIEVER
CONTRACT

It was moved by W. Price, seconded by M. Kreager, that the proposed contract with the Sperry-Rand Corporation for the purchase and installation of the Randtriever be approved as revised March 23, a copy of which is hereto attached and made a part of these minutes, and that the Board President be authorized to sign the revised contract. Motion passed.

ADJOURNMENT

It was moved by D. Longnecker, seconded by R. Lounsberry, that the meeting be adjourned. Motion passed and meeting was adjourned at 11:30 p.m. The regular board meeting for the month of April was set for Thursday, April 16, 1970, 7:30 p.m.



ROLLAND GREFE, President



IRV STEINBERG, Secretary

DES MOINES AREA COMMUNITY COLLEGE
2006 Ankeny Blvd.
Ankeny, Iowa 50021

JOB TITLES AND GRADE CLASSIFICATIONS
FOR OFFICE PERSONNEL

July 1, 1970

<u>Job Title</u>	<u>Grade Classification</u>
1. Receptionist	2
2. Switchboard Operator	1
3. Duplicating Machine Operator	1
4. Clerk Typist I	1
5. Clerk Typist II	2
6. Clerk Typist III	3
→ 7. Secretary I	4
8. Secretary II	7
9. Secretary III	8
10. Secretary IV	11
11. Accounts Payable Clerk I	1
12. Accounts Payable Clerk II	2
13. Purchasing Clerk I	2
→ 14. Purchasing Clerk II	3
15. Inventory Clerk I	2
16. Inventory Clerk II	3
17. Storekeeper	9
18. Bookkeeper I	4
19. Bookkeeper II	7
20. Bookkeeper III	10
21. Key Punch Operator	2
Act Rec.	2

Grade classifications listed here correspond to the attached salary schedule.

New employees will begin at the entrance rate for the Grade classification for which they qualify, unless their experience warrants placing them on a higher step. Employees placed on a higher step will be evaluated for a merit salary increase at their anniversary date of employment and each year thereafter. Employees beginning at the entrance rate will be evaluated for a merit salary increase after the initial six months of employment, and thereafter on their employment anniversary date.

DES MOINES AREA COMMUNITY COLLEGE

Salary Schedule for Office Personnel
1970-1971

Grade	Pay Basis	Entrance	S T E P S					Maximum
		Rate	0	1	2	3	4	5
1	Annually	\$3,816.00	\$4,006.80	\$4,261.20	\$4,515.60	\$4,770.00	\$5,024.40	\$5,278.80
	Monthly	318.00	333.90	355.10	376.30	397.50	418.70	439.90
2	Annually	4,070.40	4,261.20	4,515.60	4,770.00	5,024.40	5,278.80	5,533.20
	Monthly	339.20	355.10	376.30	397.50	418.70	439.90	461.10
3	Annually	4,324.80	4,515.60	4,770.00	5,024.40	5,278.80	5,533.20	5,787.60
	Monthly	360.40	376.30	397.50	418.70	439.90	461.10	482.30
4	Annually	4,579.20	4,770.00	5,024.40	5,278.80	5,533.20	5,787.60	6,042.00
	Monthly	381.60	397.50	418.70	439.90	461.10	482.30	503.50
5	Annually	4,833.60	5,024.40	5,278.80	5,533.20	5,787.60	6,042.00	6,296.40
	Monthly	402.80	418.70	439.90	461.10	482.30	503.50	524.70
6	Annually	5,088.00	5,278.80	5,533.20	5,787.60	6,042.00	6,296.40	6,550.80
	Monthly	424.00	439.90	461.10	482.30	503.50	524.70	545.90
7	Annually	5,342.40	5,533.20	5,787.60	6,042.00	6,296.40	6,550.80	6,805.20
	Monthly	445.20	461.10	482.30	503.50	524.70	545.90	567.10
8	Annually	5,596.80	5,787.60	6,042.00	6,296.40	6,550.80	6,805.20	7,059.60
	Monthly	466.40	482.30	503.50	524.70	545.90	567.10	588.30
9	Annually	5,851.20	6,042.00	6,296.40	6,550.80	6,805.20	7,059.60	7,314.00
	Monthly	487.60	503.50	524.70	545.90	567.10	588.30	609.50
10	Annually	6,105.60	6,296.40	6,550.80	6,805.20	7,059.60	7,314.00	7,568.40
	Monthly	508.80	524.70	545.90	567.10	588.30	609.50	630.70
11	Annually	6,360.00	6,550.80	6,805.20	7,059.60	7,314.00	7,568.40	7,822.80
	Monthly	530.00	545.90	567.10	588.30	609.50	630.70	651.90

Secretarial-Clerical Salaries - 1970-1971

Name, Position	69-70 Salary as of 6-30-70	Proposed Placement Anniversary Date of Employment	6% Increase 70-71
Pauline Skarda, Secretary IV	\$6,660.00	\$7,059.60	\$399.60
Fauna Husted, Receptionist	4,740.00	5,024.40	284.40
Janice Johnson, Secretary III	5,460.00	5,787.60	327.60
Phyllis Dixon, Bookkeeper I	5,040.00	5,342.40	302.40
Lois Hughes, A/P Clerk II	4,500.00	4,770.00	270.00
Lillian Lourens, Purch.C. II	4,500.00	4,770.00	270.00
Margaret Owens, Dup.Mach. Op.	4,020.00	4,261.20	241.20
Martha Pestotnik, Bookkeeper II	5,940.00	6,296.40	356.40
Dee Priest, Inv. Clerk II	5,220.00	5,533.20	313.20
Maxine Preston, A/R Clerk	4,020.00	4,261.20	241.20
Jeri Richardson, Key Punch Op.	4,500.00	4,770.00	270.00
Connie Allen, Secretary II	6,180.00	6,550.80	370.80
Mary Ann Volz, Secretary II	5,220.00	5,533.20	313.20
Martha DeVries, Secretary III	5,940.00	6,296.40	356.40
Shiela Cuzphey, Secretary I	5,220.00	5,533.20	313.20
Betty Fielder, Clerk-Typist II	4,020.00	4,261.20	241.20
Leona Hadley, Secretary I	4,740.00	5,024.40	284.40
Linda Longnecker, Clerk-Typist III	4,500.00	4,770.00	270.00
Betty Clark, Secretary II	5,040.00	5,342.40	302.40
Sandi Christianson, Sec'y. I	4,500.00	4,770.00	270.00
Marilyn Howard, C-Typist III	4,260.00	4,515.60	255.60
Shirley Standley, C-Typist (PT)	2,700.00	2,862.00	162.00
Janice Borgstrom, Sec'y. I	5,220.00	5,533.20	313.20
Nadine Johnson, Cata. Clerk	4,500.00	4,770.00	270.00
Carol Beal, Secretary III	5,940.00	6,296.40	356.40
Nancy Cook, Secretary I	4,740.00	5,024.40	284.40
Bobbi Parker, Secretary I	4,740.00	5,024.40	284.40
Jo Peckum, Clerk-T. III	4,740.00	5,024.40	284.40
Barbara Steega, Clerk-T. I	4,260.00	4,515.60	255.60
Cathrine Shuman, Sec'y. (PT)	2,510.00	2,660.60	150.60
Marian Shultz, Secretary III	5,940.00	6,296.40	356.40
Mary Lowery, Clerk-T. III	4,500.00	4,770.00	270.00
Velma Green, Secretary I	4,500.00	4,770.00	270.00
Jo Quada, Clerk-Typist I	4,260.00	4,515.60	255.60
Pauline Haworth, Secretary III	6,180.00	6,550.80	370.80
Olga Hill, Inv. Clerk II	4,980.00	5,278.80	298.80
Marlene Laubscher, Receptionist	4,020.00	4,261.20	241.20
Dorothy McCreary, Clerk-Ty III	4,500.00	4,770.00	270.00
Genevieve Wagner, Clerk-T. III	4,980.00	5,278.80	298.80
Joyce Jordan, Clerk-T. II	4,020.00	4,261.20	241.20
Mary Deuel, Secretary III	5,460.00	5,787.60	327.60
Vonda Craig, Secretary I	4,500.00	4,770.00	270.00
Pat Erks, Secretary I	4,500.00	4,770.00	270.00
Mary Ann Larson, Secretary I	4,500.00	4,770.00	270.00
Bonnie Lewis, Secretary I	4,740.00	5,024.40	284.40
Karen Hurd, Secretary I	4,500.00	4,770.00	270.00
Sally Finch, Clerk-Typist III	4,500.00	4,770.00	270.00
Cynthia Hoover, Clerk-T. I	4,020.00	4,261.20	241.20
Margie Blair, Key Punch Op.	3,780.00	4,006.80	226.80

DES MOINES AREA COMMUNITY COLLEGE

Salary Schedule for Plant Services
1970-1971

<u>NAME</u>	<u>POSITION</u>	<u>CURRENT SALARY</u>	<u>RECOMMENDED</u>	<u>INCREASE 1970-71</u>
Tony Morrow	Clerk of the Works	\$13,000.00	\$13,800.00	\$800.00
Jim Blair	Head Custodian	7,600.00	8,300.00	700.00
Gerald Perry	Custodian - Center I	6,200.00	6,575.00	375.00
Max Arnburg	Custodian - Center II	7,000.00	7,425.00	425.00
Orval Harmon	Custodian - B/1 (Full T)	5,900.00	6,250.00	350.00
Oscar Klonglan	Custodian - B/2 (P-T)	2.00/hr.	2.10/hr.	
Ron Longnecker	Custodian - B/3 (P-T)	1.75/hr.	1.85/hr.	
Quentin Preston	Custodian - B/4 (P-T)	2.00/hr.	2.10/hr.	
Muhert Reeves	Custodian - B/5 (P-T)	2.00/hr.	2.10/hr.	
LeRoy Corwin	Custodian - B/13 (P-T)	2.00/hr.	2.10/hr.	
Marvin Jacobs	General Maint. Man	8,000.00	8,300.00	300.00
Joha Huser	Grounds Maint. Man	6,500.00	7,000.00	500.00

Name	Assignment	Experience		Salary	Salary	Recommended	Amount of
		DMACC	Total	1968-69	1969-70	1970-71	Increase
<u>BOGNE - GENERAL EDUCATION</u>							
Erwin Betton	Phys. Sci; Physics	1	8	\$ - -	\$10,560	\$11,194	634
Ann Campbell	Govt; History	1	8	8,178	8,832	9,362	530
Theo. Clinkenbeard	Cal.; Adv. Math	1	7	- -	9,420	9,985	565
Joseph Fernandes	Chemistry	1	5	- -	9,480*	10,049	569
Virjama Hamilton	English	1	9	9,024	9,745	10,330	585
Marquerite Hartley	History	1	39	11,774	12,715	13,478	763
Larry Hughes	P.E.; Coach	1	10	9,824	10,546	11,179	633
Harold Johnson	Bio.Sci.; Zool.	1	13	9,306	10,051	10,654	603
Kathryn Johnson	Women's P.E.	1	6	7,896	8,527	9,039	512
Ahmed Ketanani	Econ., Stat	1	8	5,300	6,084	6,450	366
Mary Lynch	Eng., Intro to Lit	1	7	- -	9,420	9,985	565
Lyle McCargex	French	1	22	11,469	12,387	13,130	743
Bill Ryan	Bot., Zoology	1	14	11,774	12,716	13,478	762
Charles Schaeffer	Speech	1	24	11,621	12,335	13,075	740
John Smith	Acctg., Bus. Math.	1	9	8,740	9,720	10,303	583
Melvin Stenard	Math, Coll. Alg.	1	7	- -	9,420	9,985	565
Sherry Tays	Bus. Ed.	1	15	9,306	10,051	10,654	603
Melvin Thompson	Engr. Graphics	1	24	- -	12,360*	13,038	678
Jack Tillson	Librarian	1	26	12,016	12,016	12,737	721
Clair Abbott	Soc., Antho.	1	17	16,600	17,800	13,478	-4322
Richard Tays	Instructor-Phych.	1	14	14,640	15,640	12,975	-2665

ANKNEY - GENERAL EDUCATION

Elizabeth Bonat	Phy. Sci,	1	14	- -	9,780	10,367	587
Lucre Bana	English	1	10	- -	12,500	13,250	750
Carol Broasca	Psychology	1	7	- -	11,340	12,020	680

Name	Assignment	Experience		Salary 1968-69	Salary 1969-70	Recommended 1970-71	Amount of Increase
		DMACC	Total				
Charles Baugous	Counselor	2	14	\$14,400	\$15,552	\$16,485	\$933
Tom Dart	Counselor	2.2	11	10,500	11,340	12,094	754
Donald Kerr	Counselor	1	11	- -	14,000	14,840	840
Ron McClurg	Counselor	2	4	8,400	9,240	9,900	660
Donald Severson	Counselor	1	10	- -	13,800	14,628	828
Equilla Johnson	Adm. Field Contact		1.6	- -	6,000	7,800	1800
Eugene Boldt	Coordinator	1	6	- -	11,500	12,190	690
Lamar Gailey	Coordinator	2	7	12,600	13,800	15,800	2000
William Johnson	Coordinator	3	16	10,800	12,500	13,750	1250
Jack Rolinger	Coordinator	2.7	11	10,800	12,500	13,750	1250
Merrill Rees	Librarian	1	11	- -	12,000	12,720	720
Gerald Bravard	Coord.-Short Course	.6	3	- -	11,500	12,200	700
Ben Moravak	Ind. Coordinator	2.9	24	12,528	13,530	14,350	820
Melody Powell	Coordinator	2.6	10	8,856	9,742	10,850	1108
Alan Suby	Eva. Supervisor	1.6	11	12,000	12,000	12,720	720
Bill Hodges	Counselor - Boone	1	13	- -	15,000	15,900	900
Don Zuck	Dir.-Plant Serv.	1.3	10	16,000	16,400	17,384	984
Eldon Walton	Dir.-Ed. Media	1.7	13	14,200	15,000	15,900	900
Nick Bellizzi	Dir-Adult Ed.	3	11	14,200	15,000	17,000	2000
Robert Eicher	Dir-Voc/Tech	.9	19	- -	17,000	18,500	1500
Carroll Bennett	Asst. Dir. V/T	3	11	14,580	15,746	16,700	954
Dorothy Gilliland	Stu. Inf. Off.	2.8	18	6,500	7,200	7,632	432
Ellis Hanson	Asst. Supt.	2	16	18,000	21,000	22,260	1260
Phil Langerman	Asst. Supt.	3.6	14	17,310	20,000	21,200	1200
Leonard Bangtson	Asst. Supt.	3.4	18	16,329	18,000	19,080	1080
Jack Asby	Asst. Supt.	1	19	- -	18,500	19,610	1110
Paul Lowery	Superintendent	3.10	18	25,000	25,000	25,000	-
Leo Michels	Purchasing Agent	2.4	17	7,350	8,000	8,480	480
Irv Steinberg	Business Manager	2	17	12,000	12,960	12,960	-

Name	Assignment	Experience		Salary 1968-69	Salary 1969-70	Recommende 1970-71	Amount of Increase
		DMACC	Total				
VOCATIONAL-TECHNICAL							
Delores Benning	Coord. Opr. Tech.	2	7	\$10,260	\$10,978	\$11,575	\$597
Marine Betts	Coord. Ames P.N.	1	10	---	10,500	11,100	600
Andrew Kondrath	Med. Lab Asst.	2	19	10,500	11,235	11,950	715
Dennis Marten	Buss. Ed.	3.4	7	9,639	10,514	11,250	736
Leona Martin	Med. Asst.	2.4	13	6,696	7,465	8,200	735
Sharon Moore	Coord. Dent. Asst.	3	16	7,236	7,960	8,550	590
Shirley Muehlenthaler	Coord. Med. Asst.	3	13	8,424	9,014	9,600	586
Margaret Rowe	Coord. Med. Lab.	2.8	20	10,800	11,556	12,150	594
True Sherman	Office Occup.	3	13	7,344	8,258	8,750	492
Robert Anderson	Drafting	3.5	12	11,025	11,687	12,350	663
John Arbuckle	Electronics	1	4	---	7,600	8,260	660
Roy Berger	Arch. Draft.	2	20	7,800	12,636	13,300	664
Dennis Branigan	Electronics	2.9	31	11,880	12,712	13,312	600
Gerald Corrigan	Ind. Elect.	3	14	10,920	11,575	11,575	0
Thomas Dunsmore	Ind. Elect.	2	16	11,600	12,528	13,375	847
James Dye	Related Subj.	3.6	10	8,964	9,591	10,200	609
Milford Ludwig	Electronics	2	19	10,500	11,340	12,000	660
Alfonso Philop	Mech. Tech.	2	25	11,600	12,412	12,800	388
Richard Stoen	Tool & Die	2	21	11,200	12,200	12,200 12,900	--- 700
Bill Stewart	Tool & Die	3	22	12,312	13,297	13,297 14,000	--- 703
William Buzalda	Cond. Air	1	19	---	12,000	12,750	750
Mervin Yarrow	Bldg. Trades	1	19	---	11,000	11,750	750
Richard Arrowood	Data Processing	2.9	12	14,040	15,023	15,800	777
Joan Clary	Child Care	1	8	---	12,500	13,150	650
James Davis	Data Processing	1.6	7	11,880	12,712	13,400	688
Harold Gann	Agri Business	1.7	21	11,000	11,770	12,475	705
Ronald Gaster	Auto Mechanics	1	17	---	10,500	11,300	800
Cheryl Goodrich	Data Processing	1.8	4	9,400	10,858	11,600	742
Edward Gunton	Marketing	1.5	44	12,000	12,000	12,500	500
Byron Hamilton	Ind. Mktg.	2	26	10,200	11,016	12,000	984
Kenneth Hoff	Printing	2	11	13,500	14,580	15,000	420
Lindley Hoyt	Agri Business	1	20	---	12,500	13,250	750
Ardella Keating	Coord. Home Ec.	3	18	4,320	4,622	4,900	278
Eugene Kene	Auto Mach.	2	28	10,000	10,800	11,600	800
Cervid Manning	Marketing	3	13	10,733	11,592	12,600	1,008
Ole Holtland	Auto Mech.	3	27	11,124	12,014	12,700	686
Jim Remyick	Auto Mech.	2	25	11,000	11,880	12,200	320
Robert Richards	Data Processing	1.7	13	11,200	12,096	13,300	1,204
Clarence Rounson	Diesel	2	21	10,000	10,600	11,200	600
Marlene Ruzmano	Diesel & HE	3	27	11,340	12,247	13,100	853

Name	Assignment	Experience		Salary	Salary	Recommended	Amount of	
		DMAGC	Total	1968-69	1969-70	1970-71	Increase	
VOCATIONAL-TECHNICAL CONT.								
Lewis Scoville	Diesel	1	12	\$ ---	\$10,000	\$10,800	\$800	
Ben Shlaas	Bkg. Actg.	2	19	11,000	11,800	13,500	1,700	
Mary Souders	Key Punch	2.8	27	7,560	8,165	8,645	480	
Jane Story	Marketing	1	7	---	9,128	9,000	-128 ^{9 mo.} _{10 before}	
Melvin Tullis	Auto Mach.	3	15	11,448	12,364	12,700	336	
Lawrence Tyler	Welding	2.6	30	9,790	10,475	11,425	950	
John Wilson	Data Processing	2	18	12,700	13,589	13,600 13,589	0	
Carl Schliefert	Auto Parts	1	14	---	9,000	9,800	800	
Willard Biner	Head, Auto Mach.	1	23	---	12,500	13,350	850	
Ralph Keul	Data Processing	1	16	---	13,000	13,750	750	
Richard Gartin	Printing	1	24	---	12,700	13,350	650	
Kathie Grosvenor	Sec'y.	.7	1	---	9,120*	9,650	530	
Mary Leffler	Child Care	.3	1.3	---	6,800	7,200	400	
Mary Blesner	Ames P.N.	.5	3	---	7,200	7,600	400	
Nancy White	Opr. Rm. Tech.	.7	3	---	8,000	8,500	500	
Marilyn Maier	Ames P.N.	.4	2.4	---	7,400	7,700	300	
Phyllis Sale	Ames P.N.	.4	3	---	7,300	7,600	300	
Grand Total					\$818,356	\$1,283,104	\$1,354,820	\$71,716

* Equated to Full Time

PROPOSED NEW EMPLOYEES

<u>Department</u>	<u>New Position</u>	<u>Salary</u>
<u>Vocational Technical</u>		
Food Service	Department Head	\$ 10,000
Arch. Drafting - Ankeny	Related Instructor	2,000
Arch. Drafting - Boone	Department Head	12,500
Arch. Drafting - Boone	Related Instructor	2,000
Agri-Business	Instructor ($\frac{1}{2}$)	6,000
Auto Body	Department Head	12,000
Auto Body	Related Instructor	2,000
Auto Parts	Related Instructor	2,000
Auto Parts	Related Instructor	2,000
Auto Mechanics	Related Instructor	2,000
Bookkeeping - Accounting	Instructor	12,000
Bookkeeping - Accounting	Related Instructor	6,000
Building Trades	Related Instructor	2,000
Clerical	Instructor	9,500
Clerical	Related Instructor	4,000
Commercial Art	Department Head	14,000
Commercial Art	Related Instructor	2,000
Conditioned Air	Related Instructor	2,000
Data Processing	Instructor	11,500
Data Processing	Lab Assistant (2)	15,000
Data Processing	Related Instructor	6,000
Dental Assistant	Instructor	7,300
Department Store Marketing	Related Instructor	4,000
Diesel	Instructor	12,000
Diesel	Related Instructor	10,000
Mech. Drafting	Related Instructor	2,000
Industrial Marketing	Related Instructor	4,000
Industrial Electronics	Related Instructor	2,000
LPN - Carroll	Coordinator	10,500
LPN - Carroll	Instructor	7,500
LPN - Carroll	Instructor	7,500
LPN - Carroll	Clinical Instructor ($\frac{1}{2}$)	2,911
Mech. Tech.	Department Head	15,500
Health Care Management	Instructor	14,000
O.R. Tech	Instructor (PT)	7,400
Printing	Related Instructor	6,000
Secretarial/Clerical	Instructor	9,500
Secretarial/Clerical	Instructor ($\frac{1}{2}$)	2,500
Secretarial/Clerical	Related Instructor	6,000
Tool & Die	Related Instructor	4,000
Welding	Related Instructor	2,000
Voc/Tech Administration	In-Service Director	15,000
Voc/Tech Administration	Health Coordinator	16,000
Total Voc/Tech		<u>\$304,111</u>
<u>Business Office</u>		
	Key Punch Operator ($\frac{1}{2}$)	2,000
	Book Store Operator ($\frac{1}{2}$)	4,000
	Equipment Inventory Clerk	4,000
Total Business Office		<u>\$10,000</u>

<u>Department</u>	<u>New Position</u>	<u>Salary</u>
<u>Physical Plant</u>		
	Custodian	3,430
	Custodian	6,000
	Custodian	6,000
	Custodian	6,000
	Custodian	6,000
	Grounds Maintenance	2,080
	Stationary Engr.	8,500
	Carpenter	8,500
Total Physical Plant		<u>\$46,510</u>
<u>Student Personnel Services</u>		
	Coordinator - Counseling Service	15,000
	Counselor - Ankeny and WDM	13,000
	Counselor ($\frac{1}{2}$) - Ankeny	5,000
	Financial Aids & Housing	8,500
	Secty. I - Student Activities	4,320
	Secty. I - Coord. Counseling Serv.	4,320
	Secty. I - Counseling Serv.	4,320
Total Student Personnel		<u>\$54,460</u>
<u>Educational Media</u>		
	Ref. Librarian	10,000
	Charging Clerk	4,260
Total Educational Media		<u>\$14,260</u>
<u>Adult Education</u>		
Supplemental	Part-Time Salaries	82,973
Preparatory	Part-Time Salaries	11,520
Total Adult Education		<u>\$94,493</u>
<u>General Education - Boone</u>		
	Director - Student Personnel	16,000
	Bookkeeper	7,500
English	Instructor	10,000
Total General Ed. - Boone		<u>\$33,500</u>
<u>General Education - Ankeny</u>		
	Director, General Education	18,000
	Clerk-Typist (Hanson & Suby)	4,400
	Secty. II, Director Gen. Ed.	5,040
Communications (Literature)	Instructor	10,440
Communications (Diagnostic)	Instructor	10,080
Speech	Instructor	9,720
Accounting	Instructor	9,400
Typing	Instructor	9,060
Engineering Graphics (Boone pays $\frac{1}{2}$)	Instructor	6,000
Spanish	Instructor	9,420
Biological Science	Instructor	11,000
Chemistry	Instructor	11,000
Mathematics	Instructor	10,600

Proposed New Employees (cont.)

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<u>Department</u>	<u>New Position</u>	<u>Salary</u>
<u>General Ed - Ankeny (cont.)</u>		
Mathematics	Instructor	10,200
Political Science	Instructor	10,800
Economics - History	Instructor	9,800
Sociology	Instructor	10,400
Education	Instructor	10,200
Education	Instructor	9,600
Law Enforcement	Instructor	17,500
Law Enforcement	Instructor	15,000
	Part-time Instructors	17,280
	Summer Teaching Staff	36,000
Chemistry	Lab Assistant	1,680
Chemistry	Lab Assistant	1,260
Biology	Lab Assistant	1,680
Biology	Lab Assistant	1,260
Physics	Lab Assistant	1,680
Physics	Lab Assistant	1,260
Total General Ed - Ankeny		<u>\$279,760</u>
Grand Total		<u><u>\$837,094</u></u>

COST SUMMARY OF PROPOSED SALARY AND FRINGE BENEFIT INCREASES
FOR 1970-71 SCHOOL YEAR

23 March 1970

	Number of Staff Involved	Current Salary & H/S Fringe Benefit Costs 1969-70	Rec'd Salary & Fringe Benefit Costs 1970-71	Total Dollar Amount of Increase 1970-71	Percent of Increase 1970-71	Average Increase 1970-71
Instr., Prof. & Admn.	110	\$1,283,104	\$1,354,820	\$71,716	5.58%	\$651.96
Secretarial/ Clerical Staff	49	231,950	245,867	13,917	6.00%	283.87
Service Staff	7	54,200	57,650	3,450	6.36%	492.85
All Staff	166	\$1,569,245	\$1,658,337	\$89,083	5.67%	\$536.62
Additional Insurance	155	\$21,129.60	\$37,200	\$16,070.40	1.02%	\$103.68
(Increase in Board's Share from \$11.36/Month to \$20.00/Month, an Increase of \$8.64/Month)						
Total		<u>\$1,590,374.60</u>	<u>\$1,695,537.00</u>	<u>\$105,153.40</u>	<u>6.6%</u>	<u>\$640.30</u>

Total Proposed Increase Represents a 3.186% Increase of the
1969-70 Budget. (1969-70 Proposed Budget \$4,061,692 less
Federally Funded Projects of \$761,270 = \$3,300,422)
(\$105,153.40 ÷ \$3,300,422)

DES MOINES AREA COMMUNITY COLLEGE
Agenda for Special Board Meeting
Monday, March 23, 1970 at 7:30 p.m.
Ankeny, Iowa
Board Room - Ankeny Campus

1. Call to Order by Presiding Officer
2. Approval of minutes of previous meeting
3. Salaries for personnel for 70-71 school year
4. Total budget for fiscal 71
5. Randriever library system