

Des Moines Area Community College

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Board of Directors Meeting Minutes

8-10-1970

Board of Directors Meeting Minutes (August 10, 1970)

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

OPEN HEARING ON BUDGET

AUGUST 10, 1970

The Board of Directors of the Des Moines Area Community College met in Room 503, Building No. 5, Phasing Campus, 2006 Ankeny Blvd., Ankeny, Iowa, on Monday, August 10, 1970 for the purpose of a hearing on the budget estimate for fiscal year 1970-71. The meeting was called to order by the Board Vice President, Max Kreager, at 7:30 P.M.

ROLL CALL

Members Present: Max Kreager, Vice President
Harry Bloomquist
David Longnecker
Ross Cramlet
Harold Welin

Members Absent: William Price
Richard Opie
Robert Lounsberry
Rolland Grefe

Others Present: Paul Lowery, Superintendent
Jack Asby, Assistant Supt., Administrative Services
Irv Steinberg, Business Manager/Board Secretary

ADOPTION OF
BUDGET

The Board Secretary reported that the notice of the time and place of this hearing had, according to law and as directed by the Board, been published in the Des Moines Register newspaper on the 27th day of July, 1970.

Since there were no taxpayers present who desired to be heard, the Board took up the budget estimate for final consideration. A motion was made by H. Welin, seconded by R. Cramlet, that final adoption of the budget as presented be made. A roll call vote was taken as follows:

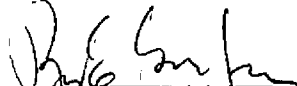
AYES: Max Kreager
Harry Bloomquist
David Longnecker
Ross Cramlet
Harold Welin

NAYS: None

Whereupon, the Vice President of the Board declared the budget adopted and directed the Secretary to forward the adopted budget to the County Auditor as provided by law.

ADJOURNMENT

A motion was made by H. Welin, seconded by D. Longnecker, that the Open Hearing on the budget be adjourned. Motion passed and the hearing was adjourned at 7:45 P.M.


ROLLAND GREFE, President


IRV STEINBERG, Secretary

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

REGULAR MEETING

AUGUST 10, 1970 The regular monthly meeting of the Des Moines Area Community College Board of Directors was held in Room 503, Building No. 5, Ankeny Campus, 2006 Ankeny Blvd., Ankeny, Iowa, on Monday, August 10, 1970. The meeting was called to order by the Board Vice President, Max Kreager, at 8:00 P.M.

ROLL CALL

Members Present: Max Kreager
Harry Bloomquist
David Longnecker
Ross Cramlet
Harold Welin

Members Absent: William Price
Richard Opie
Robert Lounsberry
Rolland Grefe

Others Present: Paul Lowery, Superintendent
Jack Asby, Asst. Supt., Administrative Services
Irv Steinberg, Business Manager/Board Secretary

APPROVAL OF MINUTES

It was moved by H. Bloomquist, seconded by D. Longnecker, that the minutes of the regular board meeting of July 13, 1970 be approved as presented. Motion passed.

PERSONNEL

It was moved by H. Welin, seconded by H. Bloomquist, that employment be offered to the following for the position and salary indicated:

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Effective Date</u>
Mildred C. Thomson	Secretarial instr.	\$11,000 yr.	8-24-70
Dolores Johnson	Comm. & Adv. Art instr.	13,000 yr.	8-10-70
Kathryn Stock	Practical Nurse instr., Carroll	7,000 yr.	8-10-70
Joan Schulte	Practical Nurse Program Chairman, Carroll	8,000 yr.	8-10-70
Janet Frisbie	Practical Nurse instr., Carroll	7,200 yr.	8-24-70
C. Dean Henry	Related instr., Ankeny	6,000(6 mo.)	8-31-70
Margaret Cutlip	Home Ec instr., Ankeny	200 mo. (PT)	8-11-70
Thomas Beck	Political Science instr.	9,604 yr.	8-31-70
Robert E. Lichty	COP instr., Ankeny	9,031 yr.	8-31-70
Richard Chapman	Comm. instr., Ankeny	7,887 yr.	8-31-70
Emil J. Stadel	Dean Boone campus	18,000 yr.	8-17-70

Motion passed.

APPROVAL FOR
VOCATIONAL
REHABILITATION
COUNSELOR

A motion was made by H. Bloomquist, seconded by H. Welin, that a cooperative arrangement be entered into with the Division of Rehabilitation Education and Services, Iowa State Department of Public Instruction, whereby the Des Moines Area Community College will pay \$6,000 for the services of one full-time vocational rehabilitation counselor and one full-time or part-time secretary for a one year period from July 1, 1970 through June 30, 1971, and that the Board President and Secretary be authorized to sign such an agreement. Motion passed.

APPROVAL OF
AGREEMENT FOR
EDUCATIONAL
RADIO AND TV
FACILITY

A motion was made by D. Longnecker, seconded by R. Cramlet, that approval be given to an agreement with the State Educational Radio and Television Facility Board for a proposed educational radio and television office and production studio, as well as distribution facilities, to be located on the Ankeny campus and that the Board President and Secretary be authorized to sign such an agreement. Motion passed.

REIMBURSEMENT
TO STATE
TREASURER FOR
OVERPAYMENT OF
VOCATIONAL AID

A motion was made by R. Cramlet, seconded by D. Longnecker, that an overpayment of Vocational Aid for fiscal year 1968-69 made to the Des Moines Area Community College of \$1,186.95 be reimbursed to the Treasurer, State of Iowa, as requested by the State Department of Public Instruction. Motion passed.

APPROVAL OF
RESIGNATIONS

It was moved by R. Cramlet, seconded by H. Welin, that the following resignations submitted by staff members be accepted:

<u>Name</u>	<u>Effective Date</u>
Marilyn Maier	7-31-70
Marjorie Witzenburg	8- 7-70
Kathrine Lauer	8-14-70
Nancy White	8- 7-70
Raymond Chapman	8-14-70

Motion passed.

WORKING HOURS
FOR FULL-TIME
INSTRUCTIONAL
STAFF

A motion was made by H. Welin, seconded by D. Longnecker, that the following schedule of work hours apply for full-time instructional staff:

Career Education: An eight (8) hour day. The beginning and ending hours may vary depending upon the assignment of the individual.

General Education: Instructors are expected to schedule office hours on campus equivalent to credit hours taught. (Example - Fifteen (15) credit hour teaching load would mean a fifteen (15) hour office schedule per week).

Part-time Instructors: Instructors on a part-time basis should make themselves available to students for conferences as needed.

Motion passed.

Regular Meeting

3

August 10, 1970

CLAIMS AND
ACCOUNTS

A motion was made by H. Bloomquist, seconded by R. Cramlet, that the claims and accounts as presented be approved. Motion passed.

ADJOURNMENT

A motion was made by R. Cramlet, seconded by H. Welin, that the meeting be adjourned. Motion passed and the meeting was adjourned at 10:00 P.M. The next regular board meeting was scheduled for Monday, September 14, 1970, 7:30 P.M., in the Board Room, Administration Building, Ankeny Campus.

Irvin Steinberg

IRV STEINBERG, Secretary

Roland Grefe

ROLLAND GREFE, President

BILLS FOR BOARD APPROVAL

August 3, 1970

Ahern Pershing	Stock	\$ 451.50
Allyn & Bacon, Inc.	Books	16.61
American Rubber Stamp Co.	Office supplies	2.39
American Rubber Stamp Co.	"	338.28
American Rubber Stamp Co.	"	9.90
American Rubber Stamp Co.	"	2.15
American Technical Society	Books	16.00
Ankeny Paint & Wallpaper Co.	Supplies	21.08
Appleton-Century Crofts	"	30.00
Argyle Publishing Corp.	Books	18.85
Assoc. of Operating Room Nurses	"	22.00
Den Aultman	Consultation	250.00
Automotive Revolving Acct.	Reimbursement	344.94
Automotive Revolving Acct.	"	35.73
Ballard 66 Service	Vehicle expense	2.00
Bankers Trust Co.	Equipment	375.00
James R. Bascom	Refund	25.00
Beaverdale Photo Supplies	Supplies	19.71
Roy Berger	Equipment	3.99
Black & Decker Mfg. Co.	Service	28.00
Boat A Rama Inc.	Equipment	173.50
Bobbs-Merrell Co.	Supplies	6.74
Bookstore	Reimbursement	1.80
Bookstore	"	10.25
Boone State Bank & Trust Co.	Supplies	2.40
R. R. Bowker Co.	Books	27.50
R. R. Bowker Co.	"	27.50
Bro Dart, Inc.	Books	35.00
Brodhead Garrett	Equipment	895.00
Capital City Electric Co.	Equipment	24.38
Career Institute	Books	6.05
Carmody Electric	Equipment	192.82
Central Audio Visual Service	Supplies	19.60
Central Iowa Heating Co.	Equipment	87.17
Central Scientific Co.	"	436.21
GEP	Rent, etc.	60.00
Constructive Playthings	Equipment	54.48
Consulting Psychologists Press	Supplies	3.18
Cook's Inc.	"	19.55
Coronet Films	Books	1690.00
Cory's Hardware	Supplies	19.62
Cory's Inc.	"	7.69
Cory's Hardware	"	8.12
Cory's Hardware	"	85.19

APPROVED

Paul C. Ciment
BOARD MEMBER

BOARD MEMBER

Joseph Costanzo
 Jane Crouch
 Cummins Mid-West Co.
 Deaco Engineering Products, Inc.
 Delores Daniels
 Data Processing Management Assn.
 Ralph De Cicco
 Deaco Tool Supply Co.
 Patrick Delin
 Dennis Supply Co.
 Dennis Supply
 Dennis Supply
 Des Moines Clean Towel Service
 Des Moines Clean Towel Service
 Des Moines Ind. Towel
 Des Moines Ind. Towel
 Des Moines Ind. Towel
 Des Moines Ind. Towel
 Dept. of Adult Educ.
 Des Moines Rubber Stamp Co.
 Des Moines Skill Center
 Des Moines Steel Co.
 A. B. Dick Products
 Dictaphone
 F. W. Dodge Corp.
 F. Doarring
 El-A-Dor Motel
 Electrical Engineering & Equip,
 Electric Equipment Co.
 Ewing Implement Co. Inc.
 Ewing Implement Co., Inc.
 Nancy Falat
 Fandrei, Inc.
 J. G. Ferguson Publishing
 F & H Printing Co.
 Finney Company
 Forest Avenue Baptist Church
 GED Testing Service
 GED Testing Service
 Gentee Hospital Supply
 Graduate School of Library Science
 Graybar Electric Co., Inc.
 Graybar Electric
 Hanifen Auto Parts
 C. S. Hanney Publishing
 Hansen Brothers' Parking
 Hawkeye Auto Supply
 Hawkeye Auto Supply
 Hawkeye Auto Supply

Parking	\$	25.00
Refund		15.00
Supplies		101.27
Service		31.25
Refund		1.00
Books		21.15
Refund		15.00
Equipment		353.11
Service		5.00
Supplies		45.45
"		76.29
Equipment		870.75
Service		5.20
"		44.30
"		48.46
"		12.14
"		43.87
Reimbursement		102.57
Supplies		4.30
Reimbursement		47.96
Supplies		10.97
"		56.00
Service		35.40
Supplies		20.00
Reimbursement		6.38
Expenses for Consultant		20.10
Supplies		8.17
Service		77.01
Supplies		14.20
"		159.13
Refund		15.00
Equipment		385.00
Books		8.95
Printing of books		620.30
Books		323.77
Reimbursement		20.00
Supplies		50.93
"		45.99
Equipment		23.53
Book		2.00
Office supplies		4.30
Equipment		36.82
Supplies		40.00
Books		14.30
Parking for cars		30.00
Equipment		20.13
"		239.00
"		183.16

APPROVED

Ross C. Gentry
 BOARD MEMBER

BOARD MEMBER

Heinrich Envelope Co.	Stock	\$ 45.02
Highland Park Shopper	Advertising	3.70
Patrick Hogan	Refund	15.00
Houk & Associates	Equipment	1288.00
Hy-Vee Stores	Supplies	18.68
IBM Corporation	Equipment	945.00
IBM	Service	119.59
IBM	Service	65.60
IBM	Maint. Agreement	1786.00
IBM	Transportation chg.	10.68
IBM	"	33.15
Industrial Janitor Service, Inc.	Service	364.25
Iowa Dental Supply	Supplies	24.75
Iowa Dental Supply	"	58.91
Iowa Dental Supply	Service	30.00
Iowa Industrial Products	Equipment	119.60
Iowa Power & Light Co.	Service for Center I	368.45
Ia. State Agency for Surplus Property	Equipment	190.11
Iowa Truck Center	Supplies	98.25
Mrs. Ernest Johnson	Refund	15.00
Judith Johnson	Refund	1.00
Vicki Johnson	Refund	1.00
KDI Instructional Systems, Inc.	Books	50.10
Leo Kinyon	Refund	15.00
Koch Brothers	Supplies	13.20
Koch Brothers	"	13.80
Kurtz Hardware	Equipment	28.54
Langen Paper	Stock	60.60
Langen Paper	Supplies	9.92
Latta's	"	41.45
J. B. Lippincott	Books	4.25
Luke Brothers	Equipment	693.00
A. Y. McDonald	Supplies	10.82
McGraw Hill Book Co.	"	83.40
McGraw Hill	"	25.79
McGraw Hill	Books	258.93
M & M Sales	Supplies	3.22
Becky Maddux	Refund	15.00
Magneto Carburetor & Electric Co.	Equipment	12.25
Massey Ferguson Inc.	Supplies	192.89
Massey Ferguson Inc.	"	9.54
John Megerson	Consultant	140.70
Cynthia Merriam	Refund	1.00
Marve Ihle Implement	Equipment	8.22
Metropolitan Supply Co.	Supplies	18.62
Mid-Continent Book Service	Book	4.50
Midland Bindery	Binding of books	22.00
Midwestern Paper Co.	Supplies	83.50

APPROVED

W. J. [Signature]

BOARD MEMBER

BOARD MEMBER

Mid-West Library Service	Books	\$ 1414.16
Mid-West Library Service	Books	731.63
Mid-West Library Service	"	119.62
Mid-West Library Service	"	4754.67
Mid-West Library Service	"	34.57
Midwest Machine Exchange	Equipment	783.65
Midwest Visual Edu. Serv.	Supplies	76.35
Midwest Visual Edu. Serv.	"	64.35
Midwest Visual Edu. Serv.	"	78.80
Ernest Miller	Refund	15.00
Milner-Fenwick, Inc.	Supplies	375.76
Mosler Strauss Division	Service	15.92
Ramzey Mustapha	Refund	15.00
National Assoc. of Manuf.	Books	100.00
National Sheet Metal Co.	Service	181.80
Northwestern Bell Tele. Co.	Service for Boone	298.86
Office of Schedules & Space	Supplies	1.00
Office Service Inc.	Equipment	45.00
Office Supplies	"	18.36
Office Supplies	Supplies	120.00
Office Supplies	"	15.73
Office Supplies, Inc.	"	11.12
Office Supplies, Inc.	"	.49
Office Supplies	"	15.69
Office Supplies	"	2.84
Office Supplies	Stock	89.95
Office Supplies	Supplies	2.24
Office Supplies	"	98.00
Office Supplies	"	15.80
Olivetti Underwood	Service	15.23
Paper Corp.	Supplies	34.70
Frank Paxton Lumber Co.	"	2.00
Phillips Petroleum Co.	Gas	27.64
Pigott, Inc.	Equipment	705.00
Pitney-Bowes, Inc.	Supplies	2.03
Pittsburgh-Des Moines Steel Co.	"	1358.38
R. Podany and Assoc.	Equipment	58.00
Prentice-Hall, Inc.	Books	32.28
Psychological Corp.	Supplies	1.35
Publication Sales Dept.	Books	62.75
Lawrence Qualley	Testing	48.00
Radio Trade Supply Co.	Supplies	11.88
Radio Trade	Equipment	559.50
Rev. Fund	Refund	559.50
Revolving Fund	Transfer	25.75
Revolving Fund	"	8.00
Reynolds Printasign Co.	Supplies	9.90
Mary Richardson	Reimbursement	18.00
Mrs. Ross Roeder	Refund	15.00



Will Ross, Inc.	Equipment	\$ 37.80
H. M. Rowe Co.	Supplies	32.08
Royal	Service	15.64
Russell Iron Works	Equipment	3.95
Satterlee Co.	Equipment	1136.10
Saydel Consolidated Schools	Reimbursement	142.30
Science Research Assoc.	Books	293.44
Scientific Products	Service	87.12
Seedburo Equipment Co.	Equipment	196.80
Sennaff-Bankers Travel	Travel expense	40.00
Sheldahl-Welding & Machine Shop	Service	7.70
V. W. Smith Oils, Inc.	Gas.	81.10
Southwestern Publishing Co.	Supplies	135.34
Southwestern Publishers	Books	18.30
Standard Blue Print Co.	Supplies	57.29
Steel Warehousing	"	86.16
Storage Systems, Inc.	Equipment	222.76
Sun Electric Corp.	Service	31.51
Tab Products Co.	Equipment	1734.82
Tektronix	"	1178.20
Tesdell Refrig. Supply	"	272.75
Treck	"	3.56
Treck	Supplies	102.90
Treck	"	157.66
United Motors Service Division	Equipment	222.00
Universal Equipment Co.	"	40.00
University of Iowa	Films	91.26
University of Iowa	"	6.33
Van Dyke Auto Salvage	Equipment	200.00
Van Dyke Co.	"	50.00
Vocational Rehabilitation	Refund	120.00
Western Publishing Co.	Book	6.75
Wickes Lumber & Bldg. Center	Supplies	4.95
Wilden Clinic	Services	25.00
H. W. Wilson Co.	Book	57.00
E. F. Wonderlic & Assoc.	Supplies	7.50
Younkers	"	71.72
Zimmer-Dunwiddie Associates	Equipment	70.59
Zimmer-Dunwiddie Associates	"	173.95
Hecht's	Supplies	1.50
Wayne Frisk		27.00
Patricia Hatfield	Reimbursement	45.00

TOTAL

\$ 37,471.05



DES MOINES SKILL CENTER

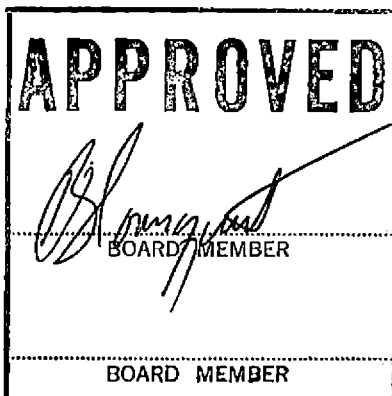
Air Products & Chemicals	\$	58.50
Air Products & Chemicals		183.54
Air Products & Chemicals		84.17
Central Medical and Surgical		10.84
Fair Trimming Supply Co.		66.25
McGraw Hill Book Co.		3.96
Northwestern Bell Tele. Co.		160.51
Office Supplies		95.80
Shop Supply House		15.60
Southwestern Publishing Co.		68.38
Standard Oil Co.		18.70

TOTAL \$ 766.25



BILLS PAID PRIOR TO BOARD APPROVAL

8144	School Management Magazines, Inc.	Subscription	\$ 8.00
8145	Recruiting Trends	"	15.00
8146	National Association for Public School Adult Education	Publication	2.00
8147	Friedman's Leasing Corp.	Lease charges for auto	116.16
8148	Orville Ballard	Rent for Ames School of Nursing	200.00
8149	Miracle Mile	Rent for Center I -- June	1041.67
8150	Iris Cheatom	Child care	30.00
8151	Ankeny State Bank	Treasury bill	464601.39
8152	Ankeny State Bank	Treasury bill	177809.25
8303	Eilowtie Persaud	Refund	27.75
8349	Northwestern Bell	Service for Center I and II	496.40
8460	International Investment Co.	Service	148.05
8461	Mueller Art Cover	Supplies	20.50
8462	City of Ankeny	Service for Campus	268.14
8463	Crouse Cartage Co.	Delivery	6.99
8464	Northwestern Bell	Service for Planned Parenthood	34.95
8465	Boone Water Works	Service for Boone Campus	162.76
8466	Iowa Light & Power Co.	Service for Boone Campus	1257.13
8467	Iowa Power and Light Co.	Service for Model Cities	21.12
8468	UCLA Student Store	Books	2.30
8469	Northwestern Bell Tele.	Service for Ames	1537.89
8471	City of Des Moines- CEP	Rent	50.00
8472	Bureau of Labor Statistics	Publication	..75
8473	Don Bell	Reimbursement	98.90
8474	Iowa Power & Light Co.	Service for Campus	2657.64
8475	U.S. Post Office	Postage	6.00
8476	Miracle Mile Shopping Center	July rent for Center I	1041.67
8477	Friedman's Leasing Corp.	Lease charges for Supt. car.	116.16
8478	Orville A. Ballard	Rent for Ames School of Nursing	200.00
8479	Admiral Merchants	Freight	17.25
8480	Bell Avenue Realty	Rent for DM Skill Center	6066.66
8481	WELBAC Payroll Account	July Payroll	249235.36
8483	Ankeny State Bank	Insufficient fund check	77.00



TOTAL

\$ 904,095.00

BILLS TO BE BOARD APPROVED

Accoustical Specialties	Equipment	\$ 1735.00
American Rubber Stamp Co.	Supplies	7.00
Ames Daily Tribune	Subscription	14.00
Ames Daily Tribune	Advertising	4.05
Ankeny Press Citizen	"	2.80
Arista Surgical Instrument Co.	Equipment	68.25
Automotive Revolving	Reimbursement	91.79
Balley-Film Associates	Books	375.00
Don Bell	Reimbursement	78.00
Marine Betts	"	18.19
Boone Broadcasting Co.	Advertising	20.00
R. R. Bowker Co.	Subscription	8.95
Jeanne Burke	R eimbursement	15.00
Garmody Electric	Service	8.50
Carlson Oil Company	Vehicle Expense	67.69
Coast to Coast Stores	Supplies	1.35
Deco Tool Supply Co.	Equipment	18.00
Deco Tool Supply Co.	"	322.15
Denniston & Partridge Co.	Supplies	12.47
Des Moines Register and Tribune	Advertising	45.00
Des Moines Register and Tribune	"	39.53
Des Moines Water Works	Service for HSE Program	3.36
Educational Audio Visual, Inc.	Books	444.43
Encyclopedia Britannica, Inc.	"	299.00
ERIC Document Reprod. Service	Supplies	16.25
Hawkeye Auto Supply Inc.	Supplies	1.44
Hawkeye Auto Supply Inc.	"	46.00
Holbrook Inc. Plumbing & Heating	Service	32.58
Steven C. Huffman	Reimbursement	15.00
H. R. Huntting Co.	Books	12.00
IBM	Service	33.88
Iltis Lumber	Supplies	2.84
Iowa Edu. Broadcasting Co.	Advertising	3500.00
Iowa Electric Light and Power Co.	Service for Boone	1218.25
Iowa Machinery	Equipment	262.13
Iowa Power & Light Co.	Service for Center II	407.08
Iowa Power & Light Co.	Service for HSE program	56.00
Iowa State Agency for Surplus Prop.	Equipment	22.00
Terry Jordan	Reimbursement	15.00
Kock Brothers	Supplies	2.70
Kroch & Brentano	Books	6.20
L. H. Kurtz Co.	Supplies	2.65
L. H. Kurtz Co.	Equipment	112.66
John A. Larsh, Jr.	Reimbursement	15.00
Latta's	Supplies	57.55
Latta's	Equipment	104.52
Lee Town News	Advertising	4.45



Massey Ferguson Inc.	Equipment	\$ 26.36
David Mattson Co.	"	26.15
Mouler Company	Equipment	3.05
Nancy Nash	Service	41.00
Nelson Advertising Co.	Advertising	1428.10
National Council of Teachers of English	Books	2.15
National Sheet Metal Co.	Service	112.00
Nevada Post Office	Mailing of tabloids	2350.00
Eileen Nolin	Reimbursement	15.00
N. Central Assoc. of Colleges	Dues	100.00
Northwestern Bell	Service for Model Cities	55.50
Northwestern Bell	Service	2.15
Office Services, Inc.	Service	17.70
Office Supplies	Supplies	.72
Office Supplies	"	478.96
Office Supplies, Inc.	"	19.32
Parker Service Center	Vehicle Expense	3.69
Physicians & Hosp. Supply	Equipment	141.70
R. L. Polk Co.	Books	66.00
Psychological Corp.	Supplies	11.00
R & R Welding	Demurrage	3.60
R & R Welding	Supplies	42.90
Radio Trade Supply	"	27.00
Roto-Rooter Sewer Service	Service	25.00
School of Languages & Linguistics	Books	3.00
Paul Scott Art Studio	Drawings	25.00
Service Engraving Inc.	Supplies	13.99
Service Photoprint	" ..	2.00
Jim Sherman Photography	Supplies	30.10
Rus Slicker	Consultant Fee	100.00
V. W. Smith Oils	Supplies	2.08
Speedy-Way Disposal Serv.	Service	65.00
Hinton Stokes, III	Reimbursement	15.00
Storey-Kenworthy	Supplies	7.20
Susan Tomlinson	Reimbursment	15.00
Town & Country Cafe	Vehicle Expensae	32.11
Track Photographic Inc.	Supplies	168.11
Triangle School Serv.	Equipment	26.94
Turf Supply Co.	Equipment	11.43
David Wagner	Refund	15.00
Walters Sanitary System	Service	30.00
Wickes	Supplies	27.84
Wickes	"	1.07
Year Book Medical Publishers	Books	12.95
Thompson Display Co.	Supplies	15.00

APPROVED

L. J. ...
BOARD MEMBER

BOARD MEMBER

TOTAL

\$ 15,263.56

DES MOINES SKILL CENTER

A-1 Rubbish Service Co.	\$ 47.50
Air Products & Chemicals Inc.	60.17
Air Products	141.42
Air Products	33.72
Capital Sanitary Supply	69.00
Carpenter Paper	148.80
Central Medical & Surgical	7.50
Corwin Cleaners	10.40
Des Moines Stationery Co.	31.88
Des Moines Water Works	152.12
Distributive Occupations, DM Skill Center	102.10
Fail Trimming Supply	48.53
Fail Trimming Supply	18.00
General Electric Co.	12.74
Hockenberg Fixture & Supply	140.40
IEM Corp.	60.83
Iowa Power & Light Co.	1199.54
Koch Brothers	25.00
Langan Paper Co.	20.80
Olivetti-Underwood	1.15
Plemone D-X Service	5.10
Peerless Supply Inc.	42.64
Ribbon & Carbon Co.	4.59
Silver Burdett Co.	5.45
Silver Burdett Co.	5.45
Southwestern Publishing Co.	165.32
Steel Warehousing, Inc.	69.60
	<hr/>
Total	\$ 2,629.75

CONSTRUCTION FUND, 1A:

Emery-Prall & Associates Billing for May & June \$ 633.38

CONSTRUCTION FUND, 1-B:

Emery-Prall & Associates Billing for May & June \$ 1724.79



PROPOSED HOURS OF WORK FOR FULL-TIME INSTRUCTIONAL STAFF

Career Education: An eight (8) hour day. The hours for this may vary depending upon the assignment of the individual.

General Education: Instructors are expected to schedule office hours on campus equivalent to credit hours taught.

Example: Fifteen (15) credit hour teaching load would mean a fifteen (15) hour office schedule per week.

** ** ** **

Part-time Instructors: Instructors on a part-time basis should make themselves available to students for conferences.

DES MOINES AREA COMMUNITY COLLEGE

Agenda

Budget Hearing

Monday, August 10, 1970 - 7:30 p.m.

Room 503 - Building 5

Ankeny Campus

7:30 p.m. Public Hearing on Budget for Fiscal Year 1970-71

Regular Meeting

1. CALL TO ORDER - Immediately following budget hearing

2. APPROVAL OF MINUTES *H. Bloomquist, seconded D. Longnecker.*

3. PERSONNEL

- a. Mildred C. Thomson, Secretarial instructor, Ankeny \$11,000⁰⁰
- b. Dolores Johnson, Commercial & Advertising Art., Dept. Chairman, Ankeny \$13,000-
- c. Kathryn Stock, LPN instructor, Carroll \$7,000-
- d. Joan Schulte, LPN program chairman, Carroll \$8,000-
- e. Janet Friable, LPN instructor, Carroll \$7,200-
- f. C. Dean Henry, Related instructor, Ankeny \$6,000- (6 Months)
- g. Margaret Cutlip, Home Economics instructor, Ankeny - \$200 Month (PT)
- h. Thomas Beck, Political Science instructor, Ankeny - \$9,604-
- i. Robert E. Lichty, COP instructor, Ankeny \$9,031-
- j. Richard Chapman, Communications instructor, Ankeny - \$7,886-
- k. Emil J. Stadel, Dean, Boone Campus - \$18,000-

→ Moved by H. Welin, seconded H. Bloomquist

4. COMMUNICATIONS

- a. Letter from Paul Johnston concerning request from Exira Community School District that they be permitted to join Area XIII
- b.

5. REPORTS

- a. Iowa Council of Area School Boards - Mr. Kreager
- b. Authorization of diagnostic examination for DMACC by North Central *→ (Oct 15 - JAN 1)*
- c. Estimate of receipts & expenditures for 1972-75 (amount needed to serve estimated enrollment) Exhibit "A"
- d. Visit by the State Board to Ankeny Campus on August 20th *(3:30 PM)*
- e. Main entry traffic lights & extension of Second Avenue north *→ Regional Planning Group working on*
- f. Continuation of providing driver training car to Riverview Release Center at Newton for another year
- g. National Conference on the Junior College Board of Trustees - H. Bloomquist

6. UNFINISHED BUSINESS *(4A)*

7. NEW BUSINESS

- a. Approval of one year agreement between DMACC & State Dept. of Public Instruction for the professional services of one vocational rehabilitation counselor in the amount of \$6,000. *→ H. Bloomquist, 2d H. Welin. July 1 70 - June 30, 71*
- b. Approval of agreement between DMACC & the State of Iowa for a proposed educational radio & television office & studio facilities on the college campus. *D. Longnecker, R. Cramlet.*
- c. Resignations of Marilyn Maier, Marjorie Witzenburg, Kathrine Lauer, and Nancy White - *RAYMOND CHAPMAN*

Moved by R. Cramlet, 2d H. Welin.

- 8. OTHER ACTIVITIES
- 9. PRESENTATION AND APPROVAL OF CLAIMS
- 10. ADJOURNMENT

H. Bloomquist, 2d R. Gramlet.

Resume' of New Personnel

Name: Kathryn Stock
 Age: 34
 Position: LPN instructor at Carroll
 Division: Career Education
 Recommended salary: \$7,000
 Most recent salary: \$6,360
 Salary in relation to staff w/similar qualifications: Same
 Education: Graduate of R.N. program; limited work from Drake University & Midwestern College
 Experience: 4½ yrs. teaching experience in LPN program & 6 yrs. of nursing experience
 Reason for recommending this person: Previous teaching experience and familiarity with program
 Beginning date of employment: August 10, 1970
 Reason for employment: New position

** ** *

Name: Janet Frisbie
 Age: 27
 Position: LPN instructor at Carroll
 Division: Career Education
 Recommended salary: \$7,200
 Most recent salary: \$6,960
 Salary in relation to staff w/similar qualifications: Same
 Education: Graduate of R.N. program; limited work at Morningside College and one course from Iowa State University
 Experience: 1 yr. teaching in LPN program; 1 yr. teaching Nurse Aide & other inservice instruction at St. Anthony's Hospital; 3 yrs. nursing experience
 Reason for recommending this person: Previous experience in instruction
 Beginning date of employment: August 24, 1970
 Reason for employment: Replacement

** ** *

Name: Joan Schulte
 Age: 45
 Position: LPN program chairman at Carroll
 Division: Career Education
 Recommended salary: \$8,000
 Most recent salary: \$6,960
 Salary in relation to staff w/similar qualifications: Less
 Education: Graduate of R.N. program
 Experience: 4 yrs. practical experience; 3 yrs. instructor in LPN and Nurse Aide programs; currently serving as Asst. Director of Nursing
 Reason for recommending this person: Background of teaching & supervision
 Beginning date of employment: August 10, 1970
 Reason for employment: Replacement

Name: Robert E. Lichty
 Age: 29
 Position: COP instructor
 Division: General Education
 Recommended salary: \$9,031
 Most recent salary: \$7,200
 Salary in relation to staff
 w/similar qualifications: Same
 Education: B.S. - Elementary Education; M.S. - Media & Curriculum
 Experience: 6 yrs. teaching
 Reason for recommending
 this person: Academic preparation & prior teaching experience
 Beginning date of employment: August 31, 1970
 Reason for employment: New position

** ** *

Name: Thomas Beck
 Age: 29
 Position: Political Science instructor
 Division: General Education
 Recommended salary: \$9,604
 Most recent salary: \$8,400
 Salary in relation to staff
 w/similar qualifications: Same
 Education: M.A. in Social Sciences + additional graduate study
 Experience: Approx. 4½ yrs. @ Latimer & Dumont Community Schools
 Reason for recommending
 this person: Academic preparation plus appropriate teaching experience
 Beginning date of employment: August 31, 1970
 Reason for employment: Addition

** ** *

Name: Richard Chapman
 Age: 25
 Position: Communications instructor
 Division: General Education
 Recommended salary: \$7,886
 Most recent salary: None - Student
 Salary in relation to staff
 w/similar qualifications: Slightly lower
 Education: B.A. - English; M.A. + 8 - English
 Experience: None; a number of part-time jobs in construction trades
 Reason for recommending
 this person: Academic qualifications plus strong desire to teach
 Beginning date of employment: August 31, 1970
 Reason for employment: Addition

Name: C. Dean Henry
 Age: 35
 Position: Related instructor
 Division: Career Education
 Recommended salary: \$6,000 (6 mos.)
 Most recent salary: \$13,00
 Salary in relation to staff
 w/similar qualifications: Same
 Education: B.S. & additional graduate work at Drake
 Experience: 8 yrs. industrial experience; 1 year as supplemental
 coordinator
 Reason for recommending
 this person: Has the background to provide practical instruction
 in related fields
 Beginning date of employment: August 31, 1970
 Reason for employment: Addition

** ** *

Name: Margaret Cutlip
 Age: 35
 Position: Home Economics instructor
 Division: Career Education
 Recommended salary: \$200/month
 Most recent salary: Not employed recently
 Salary in relation to staff
 w/similar qualifications: Same
 Education: B.S.
 Experience: 10 yrs. as dietitian; has taught food service courses
 for DMACC part-time for 3 yrs.
 Reason for recommending
 this person: Her work on short courses has been outstanding
 Beginning date of employment: August 11, 1970
 Reason for employment: Replacement

** ** *

Name: Mildred C. Thomson
 Age: 55
 Position: Secretarial instructor
 Division: Career Education
 Recommended salary: \$11,000
 Most recent salary: \$6.00/hr.
 Salary in relation to staff
 w/similar qualifications: Similar
 Education: B.A. & M.B.A. University of Chicago
 Experience: 7 yrs. as secretary & bookkeeper; 9 yrs. of full &
 part-time teaching in commercial & related areas
 Reason for recommending
 this person: Broad experience background in teaching and in
 business + good academic preparation
 Beginning date of employment: August 24, 1970
 Reason for employment: Addition

Name: Dolores Johnson
 Age: 31
 Position: Dept. Chairman - Commercial & Advertising Art
 Division: Career Education
 Recommended salary: \$13,000
 Most recent salary: \$12,800
 Salary in relation to staff
 w/similar qualifications: Same
 Education: 1 yr. at Iowa State & work at Drake
 Experience: 12 yrs. of employment in art & advertising field
 Reason for recommending
 this person: Excellent qualifications for instructional position
 Beginning date of employment: August 10, 1970
 Reason for employment: New position

** ** **

Name: Emil J. Stadel
 Age: 42
 Position: Dean - Boone Campus
 Division: General Education
 Recommended salary: \$18,000
 Most recent salary: None recently - has been full-time doctoral student
 \$1,125/mo. in 1966-67
 Salary in relation to
 staff w/similar qualifications: Comparable
 Education: A.S.; B.S.; M.S.; Ed.D
 Experience: 1 yr. Admin. Head of UND; 1 yr. Asst. and/or Acting
 Dean; 5 yrs. teaching experience
 Reason for recommending
 this person: Academic qualifications and prior experience
 Beginning date of employment: August 17, 1970
 Reason for employment: Replacement

CONTRACTUAL AGREEMENT

The Iowa Educational Broadcasting Network of the State Educational Radio and Television Facility Board agrees to produce a 15 minute Color 16mm film, for Iowa State Adult Education Advisory Committee (service)

for consideration of \$ 6,165.90 , payable in three equal installments; one-third within thirty days of date of this agreement, one-third upon completion of pilot program or answer print, and one-third at completion of total service.

Project to begin on November 28, 1969 date

Project to be completed by March 25, 1970 date

Signed

Conall F. Bidler
IEBN

Date November 26, 1969

State Dept. of Public Instruction
Area School Branch
Ad. Ed. Contractor

Date January 23, 1970

[Signature]
Signature and Title

Chief, Division of Adult Education
Signature and Title

State Dept. of Public Instruction

Affidavit of Publication

COPY OF ADVERTISEMENT
Exhibit "A"

STATE OF IOWA }
POLK COUNTY } SS.

The undersigned, being first duly sworn, on oath states that he is the Assistant Treasurer of Des Moines Register and Tribune Company, a corporation duly organized and existing under the laws of the State of Iowa, with its principal place of business in Des Moines, Iowa, the publisher of

THE DES MOINES REGISTER (Daily)
DES MOINES TRIBUNE (Daily)
DES MOINES SUNDAY REGISTER

newspapers of general circulation printed and published in the City of Des Moines, Polk County, Iowa; and that an advertisement, a printed copy of which is hereto annexed as Exhibit "A" and made a part of this affidavit, was printed and published

in said *The Des Moines Register (daily)* the following dates _____

July 27, 1970

in said *Des Moines Tribune (daily)* the following dates _____

in said *Des Moines Sunday Register* on _____

The affiant states that all of the facts set forth in the foregoing affidavit are true as he verily believes.

Shekerrman

Subscribed and sworn to before me by said affiant this 29th day of

July 19 70

Terrence H. Miller

Notary Public in and for Polk County, Iowa

BOARD OF DIRECTORS: DES MOINES AREA COMMUNITY DEVELOPMENT, CARROLL, CLARKE, DALLAS, GREENE, HAMILTON, HARDING, J. SPER, LUCAS, MADISON, MARSHALL, MARION, MARSHALL, POLK, POWLES, STOREY, WARREN. Iowa will meet Monday, August 10, 1970 at 7:30 P.M. of Building 55, Room 503, 2008 Arkeny Blvd., Arkeny, Iowa. Taxpayers will be heard at that time for or against the following Budget Estimate. This is a summary of the Supporting Detail of Budget Receipts and Expenditures on file with the Board Secretary. Copies of the Supplemental Detail Schedule 63-A will be furnished any taxpayer upon request.

GENERAL FUNDS	EXPENDITURES FOR YEAR			D	E	F
	A	B	C			
	Actual 1969	Actual 1970	Proposed 1971	Presently in Process of Collection	Estimated Receipts	Estimated Needs
1. GENERAL	2,972,418	3,201,803	4,620,455	412,342	3,982,211	1,659,000
2. SCHOOL HOUSE	374,728	2,317,251	3,443,346	136,482	2,550,658	1,058,000
TOTAL	3,347,146	5,519,054	8,063,801	548,824	6,532,869	2,717,000

(R-579) - NOTICE: The Board of Directors of DES MOINES AREA COMMUNITY COLLEGE (Merged Area XI) in the counties of ADAIR, AUDUBON, BOONE, CARROLL, CLARKE, DALLAS, GREENE, GUTHRIE, HAMILTON, HARDIN, J. SPER, LUCAS, MADISON, MAHASKA, MARION, MARSHALL, POLK, POWESHIEK, STORY, WARREN, Iowa, will meet Monday, August 10, 1970 at 7:30 P.M. at Building 4.S, Room 503, 2006 Ankeny Blvd., Ankeny, Iowa. Taxpayers will be heard at that time for or against the following Budget Estimate. This is a summary of the Supporting Detail of Budget Receipts and Expenditures on file with the Board Secretary. Copies of the Supplemental Detail (Schedule 633-A) will be furnished any taxpayer upon request. IRV STEINBERG, Secretary.

FUNDS	EXPENDITURES FOR YEAR			Property Taxes in Process of Collection	Esti- mated Un- encum- bered Balance and All Other Receipts	Esti- mated Amount (C+D-E) Necessary To Be Raised By Taxation
	A July 1, 1968 to June 30, 1969 Actual	B July 1, 1969 to June 30, 1970 Actual	C July 1, 1970 to June 30, 1971 Proposed			
GENERAL						
1. General	2,973,658	3,281,804	4,620,555	412,362	3,982,917	1,050,000
SCHOOLHOUSE						
2. Plant	376,228	2,172,251	3,463,346	136,692	2,550,038	1,050,000
4. TOTAL--						
All Purposes	3,349,886	5,454,055	8,083,901	549,054	6,532,955	2,100,000

7-27-70

Budget Hearing Notice

Published in DM Register

July 27, 1970