

Des Moines Area Community College

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Board of Directors Meeting Minutes

9-10-1973

Board of Directors Meeting Minutes (September 10, 1973)

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

REGULAR MEETING

SEPTEMBER 10, 1973

The regular monthly meeting of the Des Moines Area Community College Board of Directors was held in the Board Room, Ankeny Campus, 2006 Ankeny Blvd., Ankeny, Iowa, on Monday, September 10, 1973. The meeting was called to order at 7:30 p.m. by the Board President, Rolland Grefe.

ROLL CALL

Members present: Rolland Grefe
Ross Cramlet
Walter Hetzel
Harry Bloomquist
William Price
Max Kreager
Rodney Carlson
Cecil Galvin

Members absent: Harold Welin

Others present: Paul Lowery, Superintendent
Jack Asby, Asst. Supt., Business Affairs
Irv Steinberg, Business Manager/Board Secretary
Don Zuck, Director, Plant Services
Ken Bussard, Architect
Steve Gerrard, President, Iowa Council of Area School Boards
Ray Stephens, Executive Secretary, Iowa Council of Area School Boards
Charles Roush, Instructor, Skill Center
John Gogerty, Instructor, Skill Center
Mary Ann Harpel, Instructor, Skill Center
Kathy Jones, Instructor, Skill Center

APPROVAL OF MINUTES

It was moved by R. Carlson, seconded by R. Cramlet, that the minutes of the special meeting held August 22, 1973 be approved. Motion passed.

PERSONNEL

It was moved by W. Hetzel, seconded by R. 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>
Dennis Hansen	Related Instr. Ankeny	\$ 9,800	9-4-73
Steve Collins	Acctng. Spec. Instr.	11,000	9-4-73
Anne Hintz	Hotel & Rest. Mgnt. Instr.	6,000	9-4-73
Joyce Jacobsen	Bus. Occup. Instr. DMSC	9,600	9-1-73
Alta Hunt	Bus. Occup. Instr. DMSC	9,950	9-1-73

Motion passed.

Regular Meeting

September 10, 1973

RESOLUTION
SETTING DATE FOR
PUBLIC HEARING
ON PHASE II-B
PART 4

Director M. Kreager introduced the following Resolution titled RESOLUTION FIXING DATE FOR PUBLIC HEARING ON PLANS, SPECIFICATIONS, AND FORM OF CONTRACT FOR THE CONSTRUCTION OF PHASE II-B, PART 4, and moved its adoption. Director C. Galvin seconded the motion to adopt, and the roll being called, the vote was as follows:

- AYES: R. Grefe
- W. Price
- R. Cramlet
- C. Galvin
- H. Bloomquist
- W. Hetzel
- M. Kreager
- R. Carlson
- NAYS: None

WHEREUPON, the President of the Board declared the following Resolution duly adopted:

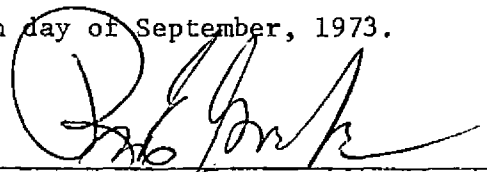
RESOLUTION FIXING DATE FOR PUBLIC HEARING ON
PLANS, SPECIFICATIONS, AND FORM OF CONTRACT
FOR THE CONSTRUCTION OF PHASE II-B, PART 4

WHEREAS, plans, specifications, and form of contract are now on file in the office of the Secretary of the Board of Directors for the construction of Phase II-B, Part 4, and before said plans and specifications may be adopted it is necessary to hold a public hearing thereon.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE DES MOINES AREA COMMUNITY COLLEGE that at a meeting of this Board, to be held at 7:30 p.m. on the 1st day of October, 1973, in the Board Room, Administration Building, Ankeny Campus, 2006 Ankeny Blvd., Ankeny, Iowa, a public hearing will be held on the matter of the adoption of plans, specifications, and form of contract now on file in the office of the Secretary of the Board of Directors.

BE IT FURTHER RESOLVED that the Secretary of the Board of Directors give notice of said public hearing as required by law.

PASSED AND APPROVED this 10th day of September, 1973.



 President, Board of Directors

ATTEST:



 Secretary, Board of Directors

Regular Meeting

. September 10, 1973

RESOLUTION ON
RECEIPT OF
BIDS FOR
PHASE II-B
PART 4

Director M. Kreager introduced the following Resolution titled RESOLUTION FIXING DATE FOR RECEIPT OF BIDS FOR PHASE II-B, PART 4, and moved its adoption. Director C. Galvin seconded the motion to adopt, and the roll being called, the vote was as follows:

- AYES: R. Grefe
- W. Price
- R. Cramlet
- C. Galvin
- H. Bloomquist
- W. Hetzel
- M. Kreager
- R. Carlson
- NAYS: None

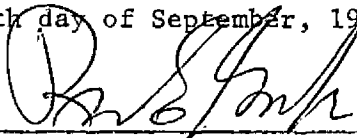
WHEREUPON, the President of the Board declared the following Resolution duly adopted:

RESOLUTION FIXING DATE FOR RECEIPT OF BIDS FOR
PHASE II-B, PART 4

RESOLVED, that the Des Moines Area Community College Board of Directors will receive bids until 3:00 p.m., at the Central Administration Office, Building #4, 2006 Ankeny Blvd., Ankeny, Iowa, on October 25, 1973, for the construction of Phase II-B, Part 4; said bids will be publicly opened and read aloud at 3:15 p.m., October 25, 1973, in Room 2503A & B, Building #25, Ankeny Campus.


BE IT FURTHER RESOLVED, that the Secretary of the Board of Directors give notice of said letting as required by law.

PASSED AND APPROVED this 10th day of September, 1973.



 President, Board of Directors

ATTEST:



 Secretary, Board of Directors

DESIGNATION
OF REPRESENTATIVE
TO ACCT CONVENTION.

It was moved by C. Galvin, seconded by R. Carlson, that M. Kreager be named as official voting representative of Des Moines Area Community College, and R. Grefe as alternate, at the 4th Annual Convention of the Association of Community College Trustees, to be held November 1-3, 1973, in New Orleans, Louisiana. Motion passed.

DES MOINES AREA COMMUNITY COLLEGE

Contract with Superintendent

THIS CONTRACT is entered into by and between Paul J. Lowery, a duly qualified teacher and superintendent, hereinafter called the Superintendent, and the Board of Directors, hereinafter called the Board, of the Des Moines Area Community College, Merged Area XI District, located at Ankeny, County of Polk, State of Iowa.

WITNESSETH, that the said Paul J. Lowery agrees to serve as superintendent of the Des Moines Area Community College for the school years 1973-74, 1974-75, and 1975-76, each consisting of twelve (12) calendar months, commencing July 1, 1973, and will faithfully perform the duties of superintendent of the college according to law and the rules now or hereafter legally established for the governance thereof, including the exercise of due diligence in the preservation of the school buildings, grounds, furniture, apparatus, and other school property.

IN CONSIDERATION of said services, the Des Moines Area Community College agrees to pay said Superintendent at the annual rate of not less than Twenty-Seven Thousand Five Hundred Dollars (\$27,500.00), payable each year in twelve (12) equal installments, on or about the last of each calendar month, except as herein otherwise provided.

This contract is tendered and accepted under the following terms and conditions:

1. The Superintendent shall during the term of this contract have in force and effect any certificates required by law or the State Department of Public Instruction authorizing him to serve as superintendent of the college.

2. The Superintendent shall:

(a) Serve as executive officer of the board of directors of the college.

(b) Give full working time to the district and will engage in no other gainful work without prior consent of the board.

(c) Supervise the educational programs of the district.

(d) Prepare and supervise the administration of the budget.

(e) Perform all duties necessary as superintendent.

(f) As a further condition of employment, and in order to insure efficient operation and management of the Des Moines Area Community College, be required to reside in the house owned by the Des Moines Area Community College located at 9th and Trilein Streets, Ankeny, Iowa, and to pay a nominal rental therefor of \$50.00 per month, with the college to pay telephone, other utilities, insurance, taxes and special assessments, if any.

(g) Be bound by all rules and regulations now or hereafter adopted by the board, not in conflict with provisions contained herein.

(h) Meet all requirements of the board.

3. The Superintendent shall be entitled to twenty (20) days vacation per year and other 'leaves of absence' provided by policy as exists or to be established by the Board, including those days designated as legal holidays.

4. For the purpose of determining deductions from salary in case of absence from or discontinuance of service, a school year shall be understood to consist of two hundred sixty (260) days, spread throughout fifty-two (52) weeks. All days designated as holidays by the Board are to be regarded as days of service rendered, subject to the rules governing payment for such days as established by the Board. The deduction for absence for which pay is not allowed shall be made at the rate of 1/260ths of the annual salary for each day of such absence. If the superintendent for any reason is in the service of the district for less than two hundred sixty (260) days in any school year, he shall receive a total amount equal to as many 260ths of the annual salary as is the number of days of service rendered by him during the school year, as defined above.

5. The Board may only terminate this contract for incompetency, inattention to duty, a violation of any of the terms and conditions of this contract, or any good cause.

6. Since the college endeavors to provide opportunities for employees to participate in one or more retirement systems:

IT IS AGREED that the Superintendent shall become a member of such a retirement system or systems as may be required by the laws of the State of Iowa and rules of the Board.

IT IS FURTHER AGREED that the Superintendent shall pay into such retirement system or systems at the time of receiving each installment of his compensation, a contribution according to the per centum of that installment required by the rules of the said system or systems.

IT IS ALSO AGREED that the Superintendent shall file in the office of the Secretary of the Board such records of qualifications as may be required, and will from time to time submit to such physical examination as may be required by the Board.

7. The Superintendent shall be provided access to an automobile for his use in conducting the affairs of the college, or be allowed .10 cents per mile for the use of his personal car when conducting school business.

8. The Superintendent shall be permitted an allowance, not to exceed \$500 per year above that covered by board policy for all employees, to be used at his discretion in enhancing the cause of the college. Examples of expenditures are membership in professional and civic organizations, including chambers of commerce, etc.

Executed in duplicate this 10th day of September, 1973.

Paul J. Lewney
Superintendent

Paul J. Lewney
President, Board of Directors
Des Moines Area Community College

Regular Meeting

September 10, 1973

APPROVAL OF
NCA DUES

It was moved by C. Galvin, seconded by R. Cramlet, that payment of the 1973-74 membership dues in the North Central Association, in the amount of \$250.00 be approved. Motion passed.

AMENDMENT TO
BYLAWS OF
MIECC

It was moved by W. Price, seconded by M. Kreager, that the bylaws of the Mid-Iowa Educational Computer Center be amended as follows:

"Section 4. The financial condition and transactions of the Mid-Iowa Educational Computer Center shall be examined at the end of each fiscal year by a certified public accountant and when complete, the report of the certified public accountant shall be filed with the College, Des Moines, and the County."

Motion passed.

APPROVAL OF
HEALTH INSURANCE
PREMIUM INCREASE

It was moved by W. Hetzel, seconded by R. Carlson, that approval be given to the continuation of the school paying, in full, the cost of single premium health insurance at an increased monthly rate of 97¢ for a total of \$12.31 per month per employee, effective October 1, 1973. Motion passed.

APPROVAL OF
LEASE AGREEMENT
FOR BRICKLAYING
PROGRAM

It was moved by H. Bloomquist, seconded by M. Kreager, that approval be given to a lease agreement with Community Concerns Corporation to rent approximately 3,000 square feet of space in the building at 1000 College, Des Moines, Iowa, for a 10 month period commencing September 1, 1973, at a monthly rental fee of \$458.34, and that the board president be authorized to sign said lease. Rental space to be used for the Bricklaying Program. Motion passed.

APPROVAL OF
LEASE FOR
DMSC

It was moved by M. Kreager, seconded by W. Hetzel, that approval be given to renewal of the lease with Mid-America Development Company for the rental of building located at 2600 Bell Avenue, Des Moines, Iowa, for a 1 year period beginning October 1, 1973, at an annual rent of \$64,236.00, payable in monthly installments; and that the board president and secretary be authorized to sign said lease. The lease contains a right to terminate option as of January 31, 1974, if notice of such termination is given on or before December 14, 1973. Motion passed.

CLAIMS
AND ACCOUNTS

It was moved by R. Cramlet, seconded by R. Carlson, that the claims and accounts, as presented, be approved for payment. Motion passed.

SUPERINTENDENT'S
CONTRACT

It was moved by R. Carlson, seconded by C. Galvin, that a 3-year contract, a copy of which is attached hereto and made a part of minutes, for the period July 1, 1973 - June 30, 1976, be given to Superintendent Paul Lowery. Motion passed.

Regular Meeting

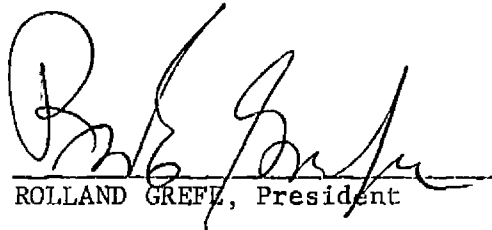
September 10, 1973

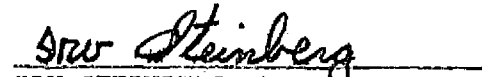
RECOMMENDATION
FOR NAMING
BUILDINGS

It was recommended by Director W. Price that consideration be given in the near future to attaching names to the Ankeny Campus Buildings in lieu of the present building number reference. No action was taken on this recommendation at this time.

ADJOURNMENT

It was moved by C. Galvin, seconded by R. Gramlet, that the meeting be adjourned. Motion passed and the meeting was adjourned at 11:15 p.m. The regular and organizational meeting for October was scheduled for October 1, 1973, 7:30 p.m., Board Room, Ankeny Campus. A special meeting for the purpose of taking action on bids received for Phase II-B, Part 4, was set for October 29, 1973.


ROLLAND GREEFF, President


IRV STEINBERG, Secretary