

Des Moines Area Community College

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Board of Directors Meeting Minutes

1-13-1975

Board of Directors Meeting Minutes (January 13, 1975)

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

REGULAR MEETING

JANUARY 13, 1975

The regular meeting of the Des Moines Area Community College Board of Directors was held in the Auditorium, Bldg. #24, Ankeny Campus, 2006 Ankeny Boulevard, Ankeny, Iowa, on January 13, 1975. The meeting was called to order by the Board President, Rolland Grefe, at 5:30 p.m.

ROLL CALL

Members present: Rolland Grefe
Walter Hetzel
Harold Welin
Rodney Carlson
Maurice Campbell
Cecil Galvin
Donald Rowen

Members absent: Harry Bloomquist
Max Kreager

Others present: Paul Lowery, Superintendent
Curt Wiberg, Administrative Assistant
Jack Asby, Asst. Supt., Business Affairs
Irv Steinberg, Business Manager/Bd. Secretary
Other instructional staff members

PRESENTATION ON
LEGISLATIVE
PROPOSALS

Superintendent Lowery presented a slide display, with discussion concerning Area Schools appropriations request and the Des Moines Area Community College legislative proposals for the next session, to include various statistical summaries of financial data on area schools.

RECESS OF
MEETING

It was moved by M. Campbell, seconded by W. Hetzel, that the meeting recess for a dinner break. Motion passed and the meeting was recessed at 6:30 p.m.

RECONVENE OF
BOARD MEETING

The regular board meeting was reconvened at 7:45 p.m. in the Board Room, Bldg. #4, Ankeny Campus. All those present prior to the recess were again present, with the exception of the various instructional staff members. In addition, the following were in attendance:

Max Kreager, Board Member
Mearle Griffith
Rus Slicker
Lynne Ross
Rich Chapman
Dave Palmer
Don Zuck
Bob Mitchell
Ken Bussard, Architect

APPROVAL OF
MINUTES

It was moved by H. Welin, seconded by W. Hetzel, that the minutes of the regular board meeting held December 9, 1974, be approved as presented. Motion passed.

NEW
PERSONNEL

It was moved by H. Welin, seconded by D. Rowen, 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>
Craig Phillips	JEVS Evaluator	\$ 7,800	1-2-75
Myrna Maurer	Keypunch Instructor	1,200(7wk)	1-2-75
Donna Miller	Nursing Instructor	10,500	12-16-74
Janet Myers	Nursing Instructor	10,500	12-16-74
Donald Roberts	Coord. Vet. Affairs	12,500	1-13-75
Maurice Arndt	CEC Evaluator	11,000	1-15-75

Motion passed.

RESIGNATION

It was moved by M. Kreager, seconded by R. Carlson, that the resignation of Gaylord Scandrett, Industrial Arts Evaluator, CEC, be accepted, effective December 31, 1974. Motion passed.

LEAVE OF
ABSENCE

It was moved by C. Galvin, seconded by R. Carlson, that a leave of absence be granted to the following personnel for the time indicated:

Rich Byerly, Beginning January 20, 1975, for the duration of the first session of the Iowa Legislature.
Keith Stephens, one year beginning March 1, 1975, for medical reasons.

Motion passed.

APPROVAL OF
ADVISORY
COMMITTEES

It was moved by C. Galvin, seconded by D. Rowen, that appointments be made to the various advisory committees in accordance with listings attached hereto and made a part of these minutes. Motion passed.

FY 76 BUDGET
APPROVAL &
ESTABLISHMENT
OF PUBLIC
HEARING DATE

It was moved by M. Kreager, seconded by M. Campbell, that approval be given to the proposed budget for FY75-76 totaling \$11,715,342 for the General Fund, and \$1,250,000 for the Plant fund; that the public hearing for said budget be set for 5:30 p.m., February 10, 1975, at the Urban Center, 5th and College, Des Moines, Iowa, and that the Board Secretary be instructed to publish notice of the public hearing as required by law. Motion passed.

APPOINTMENT OF
DMACC REPRESENTATIVE
TO MIECC BOARD

It was moved by M. Campbell, seconded by C. Galvin, that Walter Hetzel be appointed to represent the Des Moines Area Community College as a member of the Mid-Iowa Educational Computer Center Board of Directors for a term of three (3) years commencing January 13, 1975. Motion passed.

APPROVAL OF
MEMBERSHIP DUES
FOR AACJC

A motion was made by C. Galvin, seconded by D. Rowen, that approval be given to the payment of dues in the amount of \$700 to the American Association of Community and Junior Colleges for the period January 1, 1975, thru December 31, 1975. Motion passed.

REDESIGNATION
OF DIRECTOR
DISTRICTS

It was moved by D. Rowen, seconded by M. Campbell, that the Des Moines Area Community College Director Districts which include voting precincts of the City of Des Moines, be redesignated to reflect the revised voting precinct numbers as indicated in the latest revision of these precincts by the City of Des Moines, without changing the geographical boundaries previously set for these districts. Motion passed. A copy of the redesignated Director Districts is attached hereto and made a part of these minutes.

APPROVAL OF
CONTRACTS FOR
CICOMP STAFF

It was moved by R. Carlson, seconded by M. Kreager, that approval be given to the issuance of revised contracts to Central Iowa Comprehensive Manpower Program (CICOMP) personnel, effective January 1, 1975, to June 30, 1975, as follows:

<u>Name</u>	<u>Position</u>	<u>Annual Salary</u>
Dorothy Simms	Supervisor	\$15,235.00
Mary Lowery	Stenographer	6,825.00
Janice Lyle	JEVS Evaluator	7,875.00
Moses Paloma	Orientation Relator	7,875.00
Jackie Bell(1/2time)	Basic Ed. Instructor	5,670.00
Jan Freerksen	ABE Evaluator	8,925.00

LEASE OF
VEHICLES

A motion was made by H. Welin, seconded by M. Campbell, that approval be given to leasing of four (4) vehicles (Ford Torinos) for a one year period from Dale Miller Ford Agency, Ankeny, Iowa, for an annual charge of \$975.00 per vehicle. Motion passed.

APPROVAL OF
ADDITION TO
BLDG. #25

It was moved by M. Kreager, seconded by C. Galvin, that the architect firm of Wilkins, Bussard, and Dikis be authorized to proceed with the development of plans and specifications for an addition to Building #25, approximately 4,000 square feet, with estimated cost of \$160,000.00; and that approval be given to a contract with said firm which specifies payment to Kennard Bussard, James Wilkins and William Dikis at a rate of \$25.00 per hour, with payment to other of the firm's staff at a multiple of 2 1/2 times the employees direct personal expense, with a maximum fee not to exceed \$11,200.00, and that the Board President and Secretary be authorized to sign said contract. Motion passed.

PARTICIPATION
IN STATEWIDE IDP

It was moved by M. Kreager, seconded by R. Carlson, that authorization be given for Des Moines Area Community College to participate in a statewide institutional data processing study with a cost to Des Moines Area Community College not to exceed \$3,660.00. Motion passed.

CLAIMS AND
ACCOUNTS

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

ADJOURNMENT

It was moved by C. Galvin, seconded by M. Campbell, that the meeting be adjourned. Motion passed and the meeting was adjourned at 10:10 p.m. The next regular meeting was set for February 10, 1975, at the Urban Center, to be held immediately following the public hearing on the FY 76 budget set for same location and date at 5:30 p.m.



IRV STEINBERG, Secretary



ROLLAND GREFFE, President

NOTICE OF PUBLIC HEARING BUDGET ESTIMATE

Fiscal Year July 1, 1975 - June 30, 1976

MERGED AREA SCHOOL _____ DES MOINES AREA COMMUNITY COLLEGE _____

The Board of Directors of Merged Area School # _____ XI _____ in the counties of

Adair	Crawford	Hardin	Marshall
		Jasper	Polk
Audubon	Dallas		Poweshiek
Boone	Greene	Lucas	Shelby
Carroll	Guthrie	Madison	Story
Cass		Mahaska	
Clarke	Hamilton	Marion	Warren

in Iowa will conduct a public hearing in the proposed 1975-76 budget at Urban Center, 5th & College,

Des Moines, Iowa on February 10, 1975, beginning
at 5:30 o'clock P.m.

At the public hearing, any resident or taxpayer may present objections to, or arguments in favor of, any part of the proposed budget. This notice represents 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.

January 13, 1975 /s/ Irv Steinberg, Secretary

BUDGET ESTIMATE SUMMARY

FUNDS (Use Whole Dollars)	EXPENDITURES FOR YEAR			D Estimated Cash Reserve (7-1-76)	E Estimated Balance and All Other Receipts	F Estimated Amount (C + D - E) Necessary To Be Raised By Taxation
	A July 1, 1973 to June 30, 1974 Actual	B July 1, 1974 to June 30, 1975 Estimate	C July 1, 1975 to June 30, 1976 Proposed			
GENERAL						
General	8,112,947	10,112,304	11,705,342	(600,000)	9,855,342	1,250,000
Port Liability	8,493	9,064	10,000	-	-	10,000
SCHOOLHOUSE						
Plant	3,148,378	1,248,854	1,484,000	-	234,000	1,250,000
Bonds & Interest						
Total — All Purposes	11,269,818	11,370,222	13,199,342	(600,000)	10,089,342	2,510,000

Taxation Rate per \$1000 valuation — \$ _____

INSTRUCTIONS

Only the notice and budget estimate summary are to be published. Schedule 633-A Supplemental Detail is to be completed before transferring details to Form 633 and to provide copies for any interested taxpayer and for attachment to certified budget copies. File one copy of proof of publication with the control county auditor. Amounts published in column C control expenditures and represent maximum expenditures authorized by law for certification.

ENTRY RECORD OF CONSIDERATION AND FILING OF ESTIMATE

On January 13, 1975, the Board of Directors of Merged Area XI met to consider and approve for filing and publication the proposed budget for the ensuing year. A quorum was present. The Board of Directors fixed the time and place for the public hearing on February 10, 1975 at 5:30 o'clock P.m. at Urban Center, 5th & College, Des Moines, Iowa in Polk County, Iowa. The Secretary was directed to publish the required notices and estimate summary as required by law.

/s/ Roland Grefe, President /s/ Irv Steinberg, Secretary

State of Iowa
DEPARTMENT OF PUBLIC INSTRUCTION

AREA SCHOOLS COMPARISON OF GENERAL FUND AND PLANT FUND
REVENUE AND EXPENDITURES FOR FISCAL YEARS 1974, 1975 and 1976

Categorical Source of Revenue	GENERAL FUND			PLANT FUND		
	Actual 1973-74	Budgeted 1974-75	Proj. 1975-76	Actual 1973-74	Budgeted 1974-75	Proj. 1975-76
400 Student Fees	\$91,330	\$72,000	\$75,000			
410 Tuition	1,616,371	1,958,570	1,893,000			
Local Support						
415 (Property Tax)	1,142,120	1,141,000	1,260,000	1,133,056	1,133,000	1,250,000
421 State Gen. Aid	2,190,205	2,283,180	4,732,017			
424 State Voc. Aid	563,007	728,394	781,921			
425 State (Equip. Repl.)	34,580	50,000	449,404			
426-428 State Voc.						
429 Other State	188,345	320,000	20,000			
**						
430-49 Fed. Support	2,214,927	2,274,783	2,481,000		29,630	
450-59 Sales & Serv.	7,000	7,000	8,000			
460-90 Other Income	160,416	30,000	15,000	196,052	86,224	
Total Revenue	8,208,301	8,864,927	11,715,342	1,329,108	1,248,854	1,250,000

Unrestricted Fund Bal.	(95,354)	1,247,377	-	1,819,270		
GRAND TOTAL	8,112,947	10,112,304	11,715,342	3,148,378	1,248,854	1,250,000

Categorical Source of Expenditures	Actual 1973-74	Budgeted 1974-75	Proj. 1975-76	Actual 1973-74	Budgeted 1974-75	Proj. 1975-76
Liberal Arts and Science	1,066,336	1,199,439	1,327,000			
Vocational-Technical	2,423,984	3,048,335	3,843,000			
Adult Education	876,837	1,140,190	1,368,000			
Activities Related to Instruction	1,457,104	1,468,648	1,468,342			
Administration	561,401	705,017	894,000			
Student Services	580,399	843,994	1,047,000			
Learning Resources	288,606	311,829	464,000			
Physical Plant	821,270	1,337,302	1,238,000	3,148,378	1,248,854	1,250,000
Function 9	37,010	57,550	66,000			
TOTAL EXPENDITURES	8,112,947	10,112,304	11,715,342	3,148,378	1,248,854	1,250,000

*Include only state share - Note Instruction for AS-15H, Item 2.

**Include federal share of Vocational Aid - Note Instruction for AS-15H, Item 2, in regard to Vocational Workstudy, MDTA, and Special Needs.

***Indicate unrestricted funds used.

Addendum to Personnel Resume'

Name: Maurice Arndt
Age: 42
Position: Industrial Arts Evaluator-Instructor (CEC)
Division: Student Personnel Services
Recommended salary: \$11,000 annually
Most recent salary: \$14,000 annually
Salary in relation to staff
w/similar qualifications: Comparable
Education: B.S. in Industrial Arts, Physical Education
Experience: Thirteen yrs. teaching; 3 yrs. seasonal farming;
3 yrs. truck driving; 6 mo. educational sales
Reason for recommending
this person: Training, experience
Beginning date of employment: January 15, 1975
Length of contract: 12 months
Reason for employment: Replacement for Gaylord Scandrett who took a
higher paying position
** **.

Memorandum

des moines area
community college

2006 ANKENY BLVD., ANKENY, IOWA 50021

PHONE 964-0651

DATE January 10, 1975

TO Mr. Paul Lowery

FROM Jack Asby

RE: Leased Vehicles for Institutional Use

Location

Location

Review of milage paid to staff this past year indicates several areas where two or more staff collectively drive 15,000 miles per year. These are coordinators, counselors and other administrative staff. At 15¢ per mile the direct cost to the college adds up to \$2,250.

The Ankeny Ford Dealer will lease several vehicles to the college for \$975 annually. Licensing would cost \$60 to \$70 and we can insure the vehicles, under our fleet policy, for \$75. Total vehicle cost to the college would be less than \$1,200 annually, This would equate to approximately 8¢ per mile.

Gas, oil and other miscellaneous expenses, figuring 12 miles to the gallon, would amount to less than 5¢ per mile for a total of 13¢ per mile. We can economically and advantageously place four or five of these vehicles where they will generate 15,000 miles at a saving to the college.

Summary Comparative Cost @ 15,000 Miles

Reimbursement @ 15¢ per mile		\$2,250
Lease cost	\$975	
License	70	
Insurance	75	
Gas, Oil, Service	750	
		<u>1,870</u>
Possible savings each vehicle		\$ 380
Possible savings four vehicles		<u>\$1,520</u>

We can identify each of the vehicles in our accounting system and account for the total expenditures and milage. After one years operation we will know for sure the savings effected. I would recommend we try this for one year.

DES MOINES AREA COMMUNITY COLLEGE

1/9/75

Central Iowa Comprehensive Manpower Program (CICOMP)
Proposed Salaries - January 1, 1975 to June 30, 1975

<u>NAME</u>	<u>POSITION</u>	<u>SALARY</u> <u>1-1-74</u>	<u>SALARY</u> <u>3-1-74</u>	<u>RECOMMENDED</u> <u>INCREASE (5%)</u>	<u>PROPOSED</u> <u>ANNUAL SALARY</u>
Dorothy Simms	Supervisor	\$14,310.00	\$14,510.00	\$725.00	\$15,235.00
Mary Lowery	Stenographer	6,302.00	6,500.00	325.00	6,825.00
Janice Lyle	JEVS Evaluator	6,809.00	7,500.00	375.00	7,875.00
Moses Paloma	Orientation Relator	7,500.00	7,500.00	375.00	7,875.00
Jackie Bell ($\frac{1}{2}$ time)	Basic Ed. Instructor	5,290.00	5,400.00	270.00	5,670.00
Jan Freerksen	ABE Evaluator	<u>8,376.00</u>	<u>8,500.00</u>	<u>425.00</u>	<u>8,925.00</u>
TOTAL		\$48,587.00	\$49,910.00	\$2,495.00	\$52,405.00

DES MOINES AREA COMMUNITY COLLEGE
Agenda - Regular Meeting
Monday, January 13, 1975

5:30 P.M. - 6:30 P.M. AUDITORIUM - Bldg. #24 - REVIEW AND DISCUSSION OF AREA
SCHOOLS APPROPRIATIONS REQUEST AND DMACC LEGISLATIVE PROPOSALS
FOR THE NEXT SESSION

** ** ** **

6:30 P.M. - 7:30 P.M. DINNER

** ** ** **

7:30 P.M. BOARD ROOM - Bldg. #4 - REGULAR MEETING

welin, rd Hetzel

1. CALL TO ORDER

2. APPROVAL OF MINUTES - December 9 Meeting

3. PERSONNEL

New

- a. Craig D. Phipps, JEVS Evaluator
- b. Myrna Maurer, Key Punch, Ankeny
- c. Donna Miller, Associate Degree Nursing, Ankeny
- d. Janet Myers, First Year Nursing, Ankeny
- e. Donald Roberts, Director, Veteran Affairs, Ankeny

F. Maurice Arndt

Resignation

- a. Gaylord Scandrett, Industrial Arts Evaluator, CEC, December 31, 1974

M. Kreager, rd R. Carlson

Leave of Absence

- a. Rich Byerly, beginning January 20, 1975, for the duration of the first session of the Iowa Legislature
- b. Keith Stephens, one year leave for medical reasons, beginning February 28, 1975

sept session of C. Galvri, rd Carlson

4. REPORTS

- a. ICASB - Kreager
- ✓ b. Mid-Iowa Regional Computer Center - Hetzel
- ✓ c. Financial
- d. Civil liberties and other legal questions involving the college
- e. Report on the ACCT fifth annual convention
- f. Collective bargaining workshop *Jan 16-17*
- g. Status of programs with local high schools
- h. SDL and Ernst & Ernst consultants
- i. IACCVTI

5. COMMUNICATIONS

6. UNFINISHED BUSINESS

- a. Group auto insurance *w/drawn*
- b. Status of tornado damaged student built house located at 1209 Cortina
- c. Updating, revision, and new appointments of advisory committees

c. Galvri, rd Rowan

*Moved
H. Welin
rd D. Rowan*

→ M. Keazer, 2d & Campbell.

7. NEW BUSINESS

- a. Establish February 10 as date for public hearing on 75-76 budget to allow certification to State Comptroller by February 15, 1975.
- b. Appoint DMACC representative on MIECC Board of Directors for 3-year period, commencing January 13, 1975. *Campbell, 2d Galvin - Walt Hetzel*
- c. Approval of institutional membership dues in the American Association of Community and Junior Colleges in the amount of \$700, for the period January 1, 1975 - December 31, 1975. *C. Galvin, 2d D. Rowan*
- d. Resolution re participation in statewide institutional data processing 3660 study. Assessment on same basis as ~~IFCC~~ *Moved M. Keazer, R. Carlson*
- e. Redesignation of director districts to correspond with revision of city of Des Moines renumbered voting precincts. *Rowan, 2d & Campbell*
- f. Consideration of the addition of 4,000 sq. ft. to Bldg. #25.
- g. Consideration of data processing equipment for institutional use.

get invoice

8. OTHER

- a. Newspaper article regarding OSHA program

9. PRESENTATION OF CLAIMS AND ACCOUNTS

C. Galvin, 2d M. Keazer.

10. ADJOURNMENT

Authorizing participation @ cost of 3660 etc

7 f. - 25A - 160M
 19 - 275M
 @ 435M

Plant Svcs.

⇒ total estimate

*- May 8, 75
prospective Bid Date*

*march - set date for
April - open Hearing*

Approval on 25A

Moved by M. Keazer, 2d C. Galvin. 11,200 MAY

Personnel Resume'

Name: Craig D. Phipps
Age: 26
Position: JEVS Evaluator
Division: Adult Education
Recommended salary: \$7,800 annually
Most recent salary: \$452/mo
Salary in relation to staff
w/similar qualifications: Similar
Education: A.A. from DMACC and B.A. w/major in Public Admin./Pol
Science
Experience: 2 1/2 years work experience
Reason for recommending
this person: Best candidate for the position
Beginning date of employment: January 2, 1975
Length of contract: 12 months
Reason for employment: Addition
** ** **

Name: Myrna Maurer
Age: 34
Position: Keypunch Instructor
Division: Career Education
Recommended salary: \$1,200 (7-wk. course)
Most recent salary: Not Available
Salary in relation to staff
w/similar qualifications: Similar
Education: H.S. plus IBM graduate
Experience: 14 years keypunch experience
Reason for recommending
this person: Best Qualified Applicant
Beginning date of employment: January 2, 1975
Length of contract: January 2, 1975 - February 21, 1975
Reason for employment: Replacement for Marlene Cummins who was a part-time
employee
** ** **

Name: Donna L. Miller
Age: 28
Position: Instructor, Associate Degree Nursing
Division: Career Education
Recommended salary: \$10,500 annually
Most recent salary: \$10,424 annually
Salary in relation to staff
w/similar qualifications: Similar
Education: BSN + 11 hours towards Master's
Experience: 2 yrs work; 4 years teaching
Reason for recommending
this person: Best qualified applicant
Beginning date of employment: December 16, 1974
Length of contract: 10 1/2 months
Reason for employment: Replacement for Debra Brown who is on maternity leave
until Feb. 1, '75; then for Beth Switras who is expecting
a baby

Name: Janet Myers
Age: 33
Position: Instructor, Nursing (first year)
Division: Career Education
Recommended salary: \$10,500 annually
Most recent salary: \$4.97/hour
Salary in relation to staff
w/similar qualifications: Similar
Education: Graduate from Michael Reese School of Nursing
Experience: 8 years nursing experience
Reason for recommending
this person: Best qualified applicant
Beginning date of employment: December 16, 1974
Length of contract: 12 months
Reason for employment: Replacement for Eve Anhorn who has accepted a position
as nurse for the public schools
** ** **

Name: Donald Edward Roberts
Age: 32
Position: Director, Veterans Affairs
Division: Student Personnel Services
Recommended salary: \$12,500 annually
Most recent salary: \$10,730 annually
Salary in relation to staff
w/similar qualifications: Similar
Education: B.A. in Psychology; M.A. in Guidance and
Counseling
Experience: 2½ years work experience
Reason for recommending
this person: Good related experience and education; previously
worked as Veterans Advisor
Beginning date of employment: January 13, 1975
Length of contract: 12 months
Reason for employment: Replacement for Arlyn Weieneth who has accepted
a position with the U. S. Veterans Administration
** ** **

DES MOINES AREA COMMUNITY COLLEGE DIRECTOR DISTRICTS

As Designated by Board Resolution June 14, 1971

and Revised January 10, 1972 & JAN 13, 75

DIRECTOR DISTRICT I

All of the Ames, Ballard, Gilbert, Nevada, Nesco, Roland-Story, and Colo School Districts.

DIRECTOR DISTRICT II

All of the Boone, Central Dallas, Dallas, Madrid, Ogden, Perry, United, Waukee, Grand Woodward-Granger, Dexfield, and Urbandale School Districts.

DIRECTOR DISTRICT III

All of the Adair-Casey, Audubon, Bayard, Carroll, Coon Rapids, Earlham, Exira, Glidden-Ralston, Guthrie Center, Manning, Menlo, Panora-Linden, Stuart, Templeton, Winterset, Yale-Jamaica-Bagley, Eden, Adel, and Van Meter School Districts.

DIRECTOR DISTRICT IV

All of the Carlisle, Indianola, Knoxville, Pleasantville, Twin Cedars, Melcher-Dallas, S. E. Warren, Pella, Norwalk, Martensdale, and Interstate 35; and that portion of the Des Moines Independent Community School District lying in the school voting precinct 90 of said school district, and the section south of Watrous and East of Precinct 90 and that part of the Des Moines School District in Warren County.

DIRECTOR DISTRICT V

All of the Baxter, Colfax, Collins, Lynnville-Sully, Maxwell, Mingo, Newton, Prairie City, New Monroe, Bondurant-Farrar, North Polk, S. E. Polk, and Saydell School Districts.

DIRECTOR DISTRICT VI

All of the West Des Moines, Johnston, and Ankeny School Districts; that portion of the Des Moines Independent Community School District lying in school voting precincts 9, 10, 11, 12, 13, 14, 15, 17, 18, and 19 of said school district; and that part of the city of Urbandale and the city of Windsor Heights that are part of the Des Moines School District.

DIRECTOR DISTRICT VII

That portion of the Des Moines Independent Community School District lying in school voting precincts 7, 8, 16, 20, 21, 22, 23, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 54, 55, 56, 70, and 71 of said school district.

DIRECTOR DISTRICT VIII

That portion of the Des Moines Independent Community School District lying in school voting precincts, 1, 2, 3, 4, 5, 6, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 57, 58, 59, 60, 61, 62, and 63 of said school district including that part of Pleasant Hill within the Des Moines School District.

DIRECTOR DISTRICT IX

That portion of the Des Moines Independent Community School District lying in school voting precincts 53, 64, 65, 66, 67, 68, 69, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 91, 92, 93, 94, and 95 of said school district; and that area contiguous to precincts 75, 72, and 86 of the Des Moines School District.

DES MOINES AREA COMMUNITY COLLEGE DIRECTOR DISTRICTS

As Designated by Board Resolution June 14, 1971
Revised January 10, 1972 & January 13, 1975

DIRECTOR DISTRICT I

All of Ames, Ballard, Gilbert, Nevada, Nesco, Roland-Story, and Colo School Districts.

DIRECTOR DISTRICT II

All of the Boone, Central Dallas, Dallas, Madrid, Ogden, Perry, United, Waukee, Grand, Woodward-Granger, Dexfield, and Urbandale School Districts.

DIRECTOR DISTRICT III

All of the Adair-Casey, Audubon, Bayard, Carroll, Coon Rapids, Earlham, Exira, Glidden-Ralston, Guthrie Center, Manning, Menlo, Panora-Linden, Stuart, Templeton, Winterset, Yale-Jamaica-Bagley, Eden, Adel, and Van Meter School Districts.

DIRECTOR DISTRICT IV

All of the Carlisle, Indianola, Knoxville, Pleasantville, Twin Cedars, Melcher-Dallas, S. E. Warren, Pella, Norwalk, Martensdale, and Interstate 35; and that portion of the Des Moines Independent Community School District lying in the school voting precinct 90 of said school district, and the section south of Watrous and East of Precinct 90, and that part of the Des Moines School District in Warren County.

DIRECTOR DISTRICT V

All of the Baxter, Colfax, Collins, Lynnville-Sully, Maxwell, Mingo, Newton, Prairie City, New Monroe, Bondurant-Farrar, North Polk, S.E. Polk, and Saydell School District.

DIRECTOR DISTRICT VI

All of the West Des Moines, Johnston, and Ankeny School Districts; that portion of the Des Moines Independent Community School District lying in school voting precincts 9, 10, 11, 12, 13, 14, 15, 18, and 19 of said school districts, and that part of the city of Urbandale and the city of Windsor Heights that are part of the Des Moines School District.

DIRECTOR DISTRICT VII

That portion of the Des Moines Independent Community School District lying in school voting precincts, 7, 8, 16, 17, 20, 21, 22, 23, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 70, and 71 of said school district.

DIRECTOR DISTRICT VIII

That portion of the Des Moines Independent Community School District lying in school voting precincts 1, 2, 3, 4, 5, 6, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 58, 59, 60, 61, 62, and 63 of said school district including that part of Pleasant Hill within the Des Moines School District.

DIRECTOR DISTRICT IX

That portion of the Des Moines Independent Community School District lying in school voting precincts 57, 64, 65, 66, 67, 68, 69, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 91, 92, 93, 94, and 95 of said school district; and that area contiguous to precincts 75, 72, and 86, of the Des Moines School District.

Memorandum

des moines area
community college

2006 ANKENY BLVD., ANKENY, IOWA 50021

PHONE 964-0651

DATE January 10, 1975

TO: Mr. Lowery

Location

FROM Jack Asby

Location

RE: Plant Fund Resources

\$135,000

I. Increased 3/4 mill levy resources

Original Projections

\$1,163,000 April-75
 Oct -75

\$1,193,000 April-76
 Oct -76

\$1,223,000 April-77

Current Projections

\$ 566,000 (known)
622,000 (known)

\$ 622,000 (known)
952,000 (" + 3%)

\$ 952,000 (" + 3%)

Total \$3,579,000

\$3,714,000

II. FY-75 Plant Fund Carryover as a Result of \$231,000
 Equipment provisions
 Subject to transfer to General Fund

III. Resources available for Maintenance Building Construction \$260,000
 Title VII Grant \$170,000
 Interest Subsidy Receivable-1977 90,000

Total available I, II, III \$626,000

Cost of Maintenance Bldg. \$275,000
Estimated Cost, Bldg. 25, Addition 4,000 Sq.Ft. 160,000
Total Estimated Cost of New Construction \$435,000

Balance remaining to correct any deficiencies in estimates \$191,000

vb

cc: Don Zuck
 Irv Steinberg

DATA PROCESSING REPORT
JANUARY 13, 1975

(HARDWARE BIDDING)

IN ACCORDANCE WITH THE RESOLUTION APPROVED BY THE BOARD OF DIRECTORS AT THE REGULAR MEETING IN DECEMBER, 1974, A REQUEST FOR PROPOSAL WAS DEVELOPED AND SUBMITTED TO FIFTEEN DATA PROCESSING EQUIPMENT VENDORS. THE RFP MADE THE FOLLOWING ASSUMPTIONS:

- A. THAT THE COLLEGE WOULD SEEK TO PURCHASE COMPUTER TIME FROM AN EXTERNAL SERVICE BUREAU HOST.
- B. THAT THE NEW INFORMATION SYSTEM WOULD OPERATE BASICALLY WITH BATCH INPUT BUT THAT LIMITED ON-LINE PROCESSING WOULD ALSO BE POSSIBLE.

EQUIPMENT VENDORS WERE ASKED TO SUBMIT PROPOSALS FOR THE NECESSARY PERIPHERAL EQUIPMENT INCLUDING (1) REMOTE JOB ENTRY STATION AND (12) TERMINAL STATIONS. THE FOLLOWING SIX VENDORS SUBMITTED PRELIMINARY PROPOSALS ON FRIDAY, JANUARY 10.

1. IBM
2. BURROUGHS
3. CONTROL DATA
4. MOHAWK DATA
5. HEWLETT PACKARD
6. UNIVAC

THE QUOTED PRICE FOR THE PERIPHERAL HARDWARE RANGED FROM \$106,000 TO \$125,000. THIS AMOUNT DOES NOT INCLUDE THE NECESSARY COMMUNICATION DEVICE THAT WILL ALLOW THE VOCATIONAL INSTRUCTIONAL PROGRAM TO TIE THE IBM 360/30 TO A LARGER HOST COMPUTER.

AT THE PRESENT TIME, ALL SPECIFICATIONS OF PROPOSED EQUIPMENT IS BEING ANALYZED BY THE STAFF. COMPATIBILITY WITH MAJOR COMPUTER INSTALLATIONS AT MID-IOWA EDUCATIONAL COMPUTER CENTER, DRAKE, AND ISU IS BEING VERIFIED. ALL VENDORS CAN MEET CURRENT FISCAL YEAR DELIVERY DATES.

A SPECIFIC PURCHASE RECOMMENDATION WILL BE PRESENTED TO THE BOARD AT THE FEBRUARY MEETING.

DES MOINES AREA COMMUNITY COLLEGE

BOARD OF DIRECTORS MEETING - JANUARY 13, 1975

Following is a brief unofficial summary of the matters discussed and the action taken at the January meeting of the Board of Directors of the Des Moines Area Community College. The meeting was held Monday, January 13, 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

Approved the employment of the following:

- a. Craig D. Phipps, JEVS Evaluator
- b. Myrna Maurer, Key Punch, Ankeny
- c. Donna Miller, Associate Degree Nursing, Ankeny
- d. Janet Myers, First Year Nursing, Ankeny
- e. Donald Roberts, Coordinator, Veterans Affairs, Ankeny
- f. Maurice Arndt, Industrial Arts Evaluator, CEC, Ankeny

Accepted the resignation of Gaylord Scandrett, Industrial Arts Evaluator, CEC, effective December 31, 1974.

Approved the following leaves of absence:

- a. Rich Byerly, January 20, 1975 for the duration of the first session of the Iowa legislature.
- b. Keith Stephens, one year leave for medical reasons, beginning March 1, 1975.

Business

Appointed new members to the career education advisory committees as replacements for those who have been rotated off.

Established February 10 as the date for the public hearing on the 75-76 budget.

Appointed Walt Hetzel to represent the college on the Mid-Iowa Educational Computer Center Board of Directors for a 3-year term, beginning January 13, 1975.

Approved the payment of dues to the American Association of Community and Junior Colleges for the period January 1, 1975-December 31, 1975.

Approved the expenditure of \$3,660 as the college's share in a study of the institutional data processing needs of the community colleges in the state.

Passed a resolution to align the voting precincts of the college districts with those designated by the Des Moines Board of Education.

Authorized the architects to proceed with plans and specifications for the addition of approximately 4,000 sq. ft. to Bldg. #25.

Authorized the leasing of four automobiles to be used by members of the staff whose annual mileage for travel is high, as an experiment to determine whether or not it is more economical for the college to provide vehicles than to pay the normal mileage rate of 15¢ per mile.

Approved the extension of contracts for personnel employed in the Central Iowa Comprehensive Manpower Program.

Other

Status report of programs with local high schools

The plans are to offer a program in auto mechanics and electricity/electronics in the Knoxville area for high school students.

Planning is underway with the local schools in and around Carroll to work with the high schools in providing career education courses for high school students. At the present time the students are being asked the kinds of programs they would like to participate in.

The next regular board meeting is scheduled for Monday, February 10, 1975, 5:30 p.m., ~~Board Room, Ankeny campus.~~

Urban Center, Urban campus

January 14, 1975

Mr. Donald E. Andrew, Director
Mid-Iowa Educational Computer Center
1800 Grand Avenue
Des Moines, Iowa 50309

Dear Don:

This is to advise that by action of the Board of Directors of the Des Moines Area Community College on January 13, 1975, Walter Hetzel was appointed to represent the college on the MIECC Board of Directors for a period of three years, commencing January 13, 1975.

We look forward to working with you and to closer cooperation between the Boards in providing effective data processing services for the students in K-12 and for the college throughout the Des Moines Area Community College district.

Sincerely yours,

Paul Lowery, Superintendent.

ps
cc: Irv Steinberg ✓