

Des Moines Area Community College

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Board of Directors Meeting Minutes

3-8-1976

Board of Directors Meeting Minutes (March 8, 1976)

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

PUBLIC HEARING ON BUDGET

MARCH 8, 1976 The Board of Directors of the Des Moines Area Community College met in session at the Heartland Area Education Agency office, 1932 SW Third St., Ankeny, Iowa, March 8, 1976, for the purpose of a public hearing on the budget estimate for fiscal 1976-77. The meeting, which was immediately preceded by a joint meeting with the Heartland Area Education Agency Board of Directors and professional staff and included a guided tour of the facilities, was called to order by Board President Max Kreager at 7:30 p.m.

ROLL CALL

Members present: Max Kreager
Donald Rowen
Eldon Leonard
Harold Welin
Maurice Campbell
Walter Hetzel
Cecil Galvin
Murray Goodman

Members absent: Harry Bloomquist

Others present: Paul Lowery, Superintendent
Jack Asby, Vice President, Business Management
Irv Steinberg, Controller/Board Secretary
Charles Bullard, DM Register reporter
Dick Goodson, Polk-DM Taxpayers Assn., Exec. Director
William Babcock, " " "
Thomas Roets, " " "
Darwin Lynner, " " "
William Smith, " " "
Dorothy Gilliland, College Relations
Donald Kerr, Director, Student Relations
Joe Borgen, Vice President, Instruction
Rich Byerly, Director, Research & Development
Leonard Bengtson, Vice President, Student Life
Don Zuck, Director, Physical Plant
Rus Slicker, Vice President, Planning & Management

DISCUSSION
OF BUDGET

The Board Secretary reported the notice of the time and place of budget hearing had, according to law and as directed by the Board, been published in the Des Moines Register newspaper on the 27th day of February, 1976.

The Board Secretary further reported that there were no written objections to the budget heretofore received.

On behalf of the Polk-Des Moines Taxpayers Association, a written statement was read to the Board by Thomas Roets, a copy of said statement presented to the Board and Secretary and which copy is hereto attached and made a part of these minutes, in which the Association indicated a protest against the college requesting full amount of allowable tax levy designated for merged area schools.

ADOPTION OF
BUDGET

A motion was made by M. Campbell, seconded by D. Rowen, that final adoption of the General Fund budget, totaling \$13,695,250, and the Plant Fund budget, totaling \$2,522,915, be made as presented. A roll call vote was taken as follows:

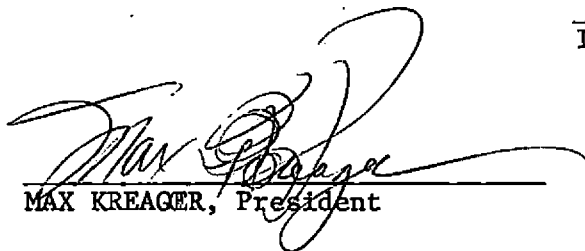
AYES: Max Kreager
Cecil Galvin
Walter Hetzel
Harold Welin
Donald Rowen
Maurice Campbell
Murray Goodman

NAYS: Eldon Leonard

WHEREUPON, the President of the Board declared the budget adopted and directed the Secretary to forward the adopted budget to the County Auditors, as required by law.

ADJOURNMENT

A motion was made by C. Galvin, seconded by D. Rowen, that the public hearing on the budget be adjourned. Motion passed and the hearing was adjourned at 8:35 p.m.


MAX KREAGER, President


IRV STEINBERG, Secretary

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

REGULAR MEETING

MARCH 8, 1976

The regular monthly meeting of the Des Moines Area Community College Board of Directors was held on March 8, 1976 at the Heartland Area Education Agency office, 1932 SW Third St., Ankeny, Iowa. The meeting, which commenced immediately following the public hearing on the budget, was called to order by Board President, Max Kreager, at 8:40 p.m.

ROLL CALL

All members and nonmembers in attendance at the public hearing on the budget were again present for the regular meeting, with the exception of the Polk-Des Moines Taxpayers Association representatives. Also present were representatives from the firms of WECO, Inc., and Voorhees Associates who presented proposals at the February 1976 board meeting relative to construction of student housing.

APPROVAL OF MINUTES

It was moved by C. Galvin, seconded by M. Goodman, that the minutes of the regular board meeting held February 9, 1976 be approved as presented. Motion passed.

It was moved by H. Welin, seconded by D. Rowen, that the minutes of the special meeting held February 24, 1976 be approved as corrected. Motion passed. (Correction to show "Motion passed" at end of first item listed on page 2 of minutes).

PERSONNEL MATTERS

It was moved by E. Leonard, seconded by D. Rowen, that approval be given to the following personnel matters as recommended by Supt. Lowery:

1. 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>
Donald Miller	Asst. Dir., Physical Plant	\$18,000	3- 1-76
Wayne Neal	Coordinator, Bus. & Mgmt.	14,700	3- 1-76
Deborah Odgaard	Medical Asst. instructor	11,003	2-16-76
Jordan Ball	Admin. Asst. to Supt.	18,500	3- 1-76

2. Nancy Johnson be reinstated as instructor in the Comprehensive Learning Center, effective March 1, 1976, returning from a one year leave of absence.
3. That leave of absences be granted the following as indicated:
 - a. Virginia Wedemeyer, Dental instructor, March 15-19, 1976
 - b. Vernon Cadwell, Bldg. Maint. instructor, CIVEC, Feb. 13-27, 1976.
4. The resignations of the following staff be accepted:
 - a. Mildred Thomson, Medical Secy instr., effective June 30, 1976
 - b. James Renwick, Automotive instr., effective June 30, 1976
 - c. Raymond Johnson, JEVS Evaluator, effective February 20, 1976.

Motion passed.

RESOLUTION TO
OFFER HOUSE
FOR SALE

Director M. Goodman introduced the following Resolution entitled "RESOLUTION TO OFFER HOUSE FOR SALE" and moved that the same be adopted. Director M. Campbell seconded the motion to adopt. A vote was taken and carried unanimously. Whereupon, the President of the Board declared said Resolution duly adopted as follows:

RESOLUTION TO OFFER HOUSE FOR SALE

RESOLVED, that the following described real estate situated in the City of Ankeny, Polk County, State of Iowa, to-wit,

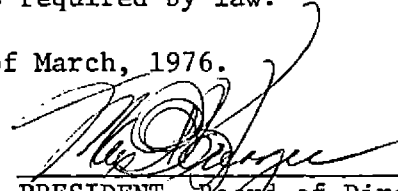
801 SE 10th Street (Lot 17, Waywin Acres, Plat No. 1)

heretofore purchased by said Des Moines Area Community College for the purpose of providing a site for the construction project for the building trades class under the direction of said Des Moines Area Community College with a view toward resale upon completion, be offered for sale to the highest acceptable bidder submitting a sealed bid, with such bids to be received by the Board Secretary April 5, 1976 and until 2:00 p.m., April 9, 1976, at which time said bids will be opened publicly and read aloud in the office of the Board Secretary, in the administration building, Des Moines Area Community College, Ankeny campus.

Bids will be acted upon by the Board at its regular meeting on April 12, 1976. Each bid is to be accompanied by a certified check in the amount of \$500, payable to Des Moines Area Community College, with the remainder of the accepted bid due and payable on or before April 30, 1976.

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

PASSED AND APPROVED this 8th day of March, 1976.



PRESIDENT, Board of Directors

ATTEST:



SECRETARY, Board of Directors

RESOLUTION
TO SELL
HOUSE

Director M. Campbell introduced the following Resolution entitled "RESOLUTION APPROVING SALE OF HOUSE" and moved that the same be adopted. Director D. Rowen seconded the motion to adopt. A vote was taken. Motion carried. Whereupon, the President of the Board declared said Resolution duly adopted as follows:

RESOLUTION APPROVING SALE OF HOUSE

RESOLVED, that the following described real estate situated in the City of Ankeny, Polk County, State of Iowa, to-wit,


802 SE 10th Street (Lot 10, Waywin Acres, Plat No. 1)

heretofore purchased by said Des Moines Area Community College for the purpose of providing a site for the construction project for the


building trades class under the direction of said Des Moines Area Community College, with a view toward resale upon completion of said construction project, at which time said real estate became surplus and duly advertised for sale pursuant to the provisions of Iowa Code, Section 297.23, is hereby declared to be surplus property, having no further school purpose.

NOW THEREFORE, be and it is hereby resolved that said real estate shall be sold to Gerald R. Konsler, who submitted the high bid in response to said bidding, for the consideration of \$45,200 (the same representing said high bid). It is the opinion of the said Board that such sale is in the best interest of and for the benefit of said Des Moines Area Community College.

NOW THEREFORE, the President and Secretary of this community college are hereby authorized, directed, and empowered to execute and deliver a warranty deed conveying said premises to the said Gerald R. Konsler upon receipt of said consideration. The Board Secretary is further authorized to return bid security checks to the unsuccessful bidders.


 MAX W. KREAGER, President of the
 Board of Directors

ATTEST:


 IRV STEINBERG, Secretary of the
 Board of Directors

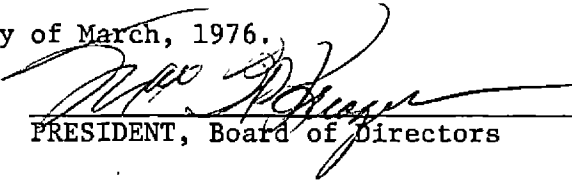
TITLE IX
 AFFIRMATIVE
 ACTION
 STATEMENT

Director D. Rowen introduced the following Resolution entitled "TITLE IX AFFIRMATIVE ACTION STATEMENT" and moved that the same be adopted. Director M. Campbell seconded the motion to adopt. A vote was taken and the motion carried. Whereupon, the President of the Board declared said Resolution duly adopted as follows:

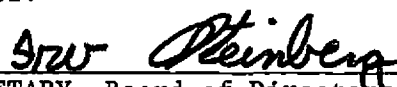
TITLE IX AFFIRMATIVE ACTION STATEMENT

RESOLVED, that in accordance with Title IX of the Education Amendments of 1972 and pursuant to Title VI and VII of the Civil Rights Act of 1964, the Des Moines Area Community College does not discriminate on the basis of sex, race, color, religion, or natural origin in its educational programs, activities, admissions procedures, or employment practices. Said regulations require that the college not discriminate in such a manner.

PASSED AND APPROVED this 8th day of March, 1976.


 PRESIDENT, Board of Directors

ATTEST:


 SECRETARY, Board of Directors

**HEALTH CARE
ADVISORY
COMMITTEE
REPLACEMENT**

It was moved by D. Rowen, seconded by E. Leonard, that Larry Breeding, Executive Director, Health Care Facilities Association of Iowa, be appointed to Health Care Administration Advisory Committee. Motion passed.

**APPOINTMENT OF
COMMITTEE TO
MEET WITH
ANKENY CITY
COUNCIL**

It was moved by D. Rowen, seconded by C. Galvin, that the Board President, Director E. Leonard, and Superintendent Lowery meet with the Ankeny City Council to discuss the construction of student housing as soon as such a meeting can be arranged. Motion passed.

**APPROVAL OF
COLLEGE
OBJECTIVES
FOR FY76**

It was moved by M. Campbell, seconded by D. Rowen, that approval be given to the proposed "College Objectives for FY76," a copy of which is hereto attached and made a part of these minutes. Motion passed.

**CHANGE OF
STATUS FOR
MORRIS
JOHNSON**

It was moved by W. Hetzel, seconded by E. Leonard, that approval be given to the change of status for Morris Johnson from Student Services officer, Urban Center, to Coordinator of Evening Supervision and Student Services, Urban Center, effective March 1, 1976, at a revised annual salary of \$15,500. Motion passed.

**EDUCATIONAL
SERVICE BUREAU
AGREEMENT**

It was moved by W. Hetzel, seconded by D. Rowen, that Superintendent Lowery continue to negotiate with Educational Service Bureau, Inc. to acquire from this unit during the next fiscal year professional services for fees previously paid to them. Motion passed.

**EXECUTIVE
SESSION**

It was moved by E. Leonard, seconded by W. Hetzel, that the Board go into executive session to discuss personnel matters and collective bargaining strategy. Motion passed and all visitors were excused from the meeting at 11:30 p.m.

**RECONVENE
OF MEETING**

The regular meeting was reconvened at 11:50 p.m. All board members and nonmembers present prior to the executive session were again present.

**APPOINTMENT
OF NEGOTIATIONS
TEAM**

It was moved by D. Rowen, seconded by E. Leonard, that a three member negotiations team be appointed as follows:

Joe Borgen - Chief Negotiator (chief spokesman) and official agent of the Board, reporting to the chief executive officer, and responsible for negotiating in good faith within the parameters issued by the Board

Don Rhead - Team member

Jordan Ball - Team member.

Motion passed.

**AUTHORIZATION
FOR NEGOTIATIONS
TEAM TO MEET
WITH UNIT**

It was moved by M. Campbell, seconded by M. Goodman, that the three member appointed negotiations team be authorized to meet with representatives of the Des Moines Area Community College Higher Education Association (unit certified as the exclusive bargaining agent). Motion passed.

**CONSIDERATION
OF CONTRACT
TERMINATION
FOR JON
SCHNEIDER**


It was moved by H. Welin, seconded by C. Galvin, that as required by Section 279.13, Code of Iowa, a written notification be given to Jon Schneider, advising him that the Board is considering not renewing his contract beyond its current expiration date, June 30, 1976, and further advising him of his rights under Section 279.13, Code of Iowa. Motion passed.

CLAIMS AND
ACCOUNTS

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

ADJOURNMENT

It was moved by C. Galvin, seconded by W. Hetzel, that the meeting be adjourned. Motion passed and the meeting adjourned at 12:15 p.m. A special board meeting was set for March 22, 1976, 5:30 p.m., Room 3115, Bldg. #31, Ankeny campus.



MAX KREAGER, President



IRV STEINBERG, Secretary

DES MOINES AREA COMMUNITY COLLEGE
Agenda - Regular Meeting
Monday, March 8, 1976
Heartland Area Education Agency
1932 SW 3rd St., Ankeny

5:30 P.M. DINNER AND JOINT MEETING WITH HEARTLAND BOARD OF DIRECTORS

7:30 P.M. PUBLIC HEARING ON BUDGET

Regular meeting -

8:40 PM

*Top payers Group Left Meeting
w/lin, rd Rowen*

1. CALL TO ORDER
2. APPROVAL OF MINUTES *February 9th regular meeting and February 24th special meeting C. Galvin, rd M. Goodman passed*
3. REPORTS
 - a. ICASB and Area Supts. - Kreager and Lowery
 - b. Mid-Iowa Computer Center - Hetzel
 - c. Legislative
 - d. Financial
4. COMMUNICATION
5. UNFINISHED BUSINESS
 - a. Student housing (Exhibit A)
 - b. Board policies *defer*
6. NEW BUSINESS
 - a. New Personnel (Exhibit B)
 - (1) Donald L. Miller, Asst. Director, Physical Plant, Ankeny
 - (2) Wayne Neal, Coordinator-Business & Management, Ankeny
 - (3) Deborah Ann Odgaard, Medical Asst. instructor, Ankeny
 - (4) Jordan Ball, Admin. Assistant to Superintendent
 - b. Returning Personnel
 - (1) Nancy Johnson - from one year leave of absence - CLC instructor, Ankeny
 - c. Leave of Absence
 - (1) Virginia Wedemeyer, Dental instructor, March 15-19, 1976
 - (2) Vernon Caldwell, Bldg. Maint. instructor, CIVEC, February 13-27, 1976
 - d. Resignation
 - (1) Mildred Thomson, Medical Secretary instructor, June 30, 1976
 - e. Consideration of Title IX Affirmative Action Resolution
(2)(3) → D. Rowen, rd M. Campbell (w/ Hetzel voted No)
 - f. Appointment of Larry Breeding, Executive Director, Health Care Facilities Association of Iowa to Health Care Administration Advisory Committee (replacement)

as connected

*Leonard
rd D. Rowen*

D. Rowen, rd E. Leonard

6. NEW BUSINESS (continued)

g. Consideration of bids for sale of student built house located at 802 SE 10th St., Ankeny

h. Resolution to offer student built house for sale, located at 801 SE 10th St., Ankeny. (Open house planned for Sunday, April 4, with bids to be received April 5-9; board action on bids April 12)

i. Architects (Exhibit C) *Defer*

j. Personnel matter

k. Collective bargaining strategy (Exhibit D) *read copy*

l. Consideration of college objectives for fiscal 76 (Exhibit E)

→ *M. Campbell, & D. Rowen*

7. OTHER

a. Craft Advisory Committee dinners and meetings are as follows:

W. Hetzel - & M. Campbell
E. Larned
E. Larned - D. Rowen
W. Welin - H. Kruger

- 4:45 p.m. - March 24: Trade & Industrial; High School; Nursing; Respiratory Therapy - Ankeny campus
- 4:45 p.m. - March 31: Business; Para-professional - Ankeny campus
- 4:45 p.m. - April 6 : CIVEC Committees - CIVEC
- 4:45 p.m. - April 7 : Health - Ankeny campus

8. PRESENTATION OF CLAIMS AND ACCOUNTS

→ *M. Campbell, & M. Goodman*

9. ADJOURNMENT

SUPPLEMENTAL AGENDA
FOR
MARCH 8, 1976

see page 1
6. NEW BUSINESS

d. Resignation (continued)

(2) James Renwick, automotive instructor, June 30, 1976

(3) Raymond Johnson, JEVS evaluator, February 20, 1976

m. Change of Status

(1) Morris Johnson - from Student Services Officer, Urban Center to Coordinator of Evening Supervision and Student Services, Urban Center; effective March 1, 1976; recommended salary \$15,500 annual; most recent salary \$13,407 annual

W. Hetzel, rd E. Leonard

PERSONNEL RESUME'

Name: Donald L. Miller
 Age: 52
 Position: Assistant Director
 Division: Physical Plant
 Recommended salary: \$18,000 annual
 Most recent salary: \$28,800 annual
 Salary in relation to staff w/similar qualifications: None similar in department
 Education: High school
 Experience: 25 yrs. in industry
 Reason for recommending this person: Experience plus very good reference check
 Beginning date of employment: March 1, 1976
 Length of contract: 12 months
 Reason for employment: New position

** ** *

Name: Wayne Neal
 Age: 40
 Position: Coordinator - Business & Management
 Division: Adult and Continuing Education
 Recommended salary: \$14,700 annual
 Most recent salary: \$16,000 annual, including all benefits
 Salary in relation to staff w/similar qualifications: Appropriate
 Education: BA + 25 hrs. grad work in math & school administration
 Experience: 7 yrs. teaching; 12 years work
 Reason for recommending this person: Best qualified
 Beginning date of employment: March 1, 1976
 Length of contract: 12 months
 Reason for employment: Replacement for Bob Mitchell, who has new assignment at DMACC

** ** *

Name: Deborah Ann Odgaard
 Age: 23
 Position: Medical Assistant Instructor
 Division: Career Education
 Recommended salary: \$11,003 annual
 Most recent salary: \$6,600 annual
 Salary in relation to staff w/similar qualifications: Comparable
 Education: 1 yr. diploma from DMACC Medical Assistant program
 Experience: 4 1/2 yrs. work
 Reason for recommending this person: Best qualified
 Beginning date of employment: February 16, 1976
 Length of contract: 12 months
 Reason for employment: New position

Name: Jordan Ball
Age: 28
Position: Administrative Assistant to Superintendent
Division: Administration
Recommended salary: \$18,500 annual
Most recent salary: Graduated from law school in December
Salary in relation to staff
w/similar qualifications: Comparable
Education: J.D. from University of Nebraska
Experience: 3 yrs. teaching; 1 yr. plus part time work while attending
college
Reason for recommending
this person: Best qualified
Beginning date of employment: March 1, 1976
Length of contract: 12 months
Reason for employment: Replacement for Curt Wiberg, who returned to full-time
teaching

For Discussion Only
March 2, 1976

SALE PROVISIONS FOR
DES MOINES AREA COMMUNITY COLLEGE
STUDENT HOUSING

Des Moines Area Community College to sell 10 acres of land along west and south property lines of Des Moines Area Community College Campus. An area extending approximately 900 feet east of west property line and 484 feet north of Des Moines Area Community College south property line.

Sale price of land to be \$9,000 per acre.

Developer to provide housing for a minimum of 100 students in the first phase of construction with provisions for additional student housing commensurate with student demands.

Developer to provide parking adequate for students needs at the housing development site.

Developer to provide adequate laundry facilities for 100 students in first phase of construction.

Developer to provide meeting or game rooms adequate for student needs in first phase of construction.

Developer to provide adequate bathroom facilities in each apartment. Lavatories adequate to accommodate two or more students at the same time.

Developer's proposed housing design and construction should be such that rent including utilities will be commensurate with student rental charges elsewhere in the Ankeny/Des Moines area.

Owner/developer responsible for sewage and garbage disposal.

Owner/developer responsible for all access roads to development site.

Owner/developer responsible for obtaining proper zoning for intended use.

Owner/developer to provide and promote responsive yet responsible and effective management controls. Controls normally associated with multiple housing units and commensurate with the activities and life styles normally associated with community college students.

College to provide water to east property lines of land purchased by developer.

College to provide walkways and bike trails commensurate with student needs at student housing development. *to East Property Line.*

DES MOINES AREA COMMUNITY COLLEGE

PROPOSED
COLLEGE OBJECTIVES

Fiscal Year
1976

Proposed
College Objectives
Fiscal Year 1976

1. During the fiscal year 1975-76, the enrollment in all divisions and at all locations will be 6600 F. T. E.
2. During the fiscal year 1975-76, a minimum of three new instructional programs will be developed and implemented.
3. During the fiscal year 1975-76, a minimum of three instructional centers targeted primarily at meeting the needs of veterans will be implemented.
4. During fiscal year 1975-76, a system for new or expanded program development will be designed and implemented.
5. By June 1976, curriculum plans for a minimum of three instructional programs for tentative future implementation will be developed and submitted to the DPI.
6. During fiscal year 1975-76, the college will begin modification of instructional programs to provide greater flexibility in meeting the enrollment patterns of part-time and non-traditional students.
7. During the fiscal year 1975-76, appropriate follow-up and research studies will be conducted to measure the degree to which the college is maintaining or improving program quality.
8. During the fiscal year 1975-76, the college will encourage and support the development of experimental, non-traditional, individualized, and multi-media approaches to instruction.
9. During the fiscal year 1975-76, the college will examine the scope, function, and effectiveness of media services.
10. By June 1976, the college will re-examine the Affirmative Action Policy and develop uniform personnel policies and practices consistent with that policy.
11. By June 1976, the college will have completed a self-analysis for purposes of compliance with Title IX.
12. By June 1976, operational guidelines for a professional staff development program will be developed and approved.
13. During fiscal year 1975-76, the college will encourage and support staff participation in professional development activities.

14. During fiscal year 1975-76, the level of student activities and participation in student clubs, organizations, government, and events will be increased at all campus locations.
15. During fiscal year 1975-76, a policy defining the college's position on intramural and intercollegiate sports programs will be developed and approved.
16. By June 1976, the college will sell, lease, or otherwise set aside sufficient land on the Ankeny campus for the construction of student housing.
17. By June 1976, the college will have operational a comprehensive orientation program; peer counseling, and; an educational advisor system.
18. By June 1976, a revised long-range master plan for district-wide program and facilities development will be completed.
19. By May 1976, the college will have completed Management Objectives with all administrative and supervisory staff for fiscal year 1977.
20. By June 1976, the on-line and remote job hardware installation will be operational with system re-design completed for student records and personnel.
21. During fiscal year 1975-76, the Board of Directors and all staff will be active in state and national affairs designed to favorably affect the image and status of vocational education and community colleges.
22. During fiscal year 1975-76, the college will actively support and promote the formation of a state-wide association of community colleges.
23. By June 1976, a system for external and internal public communication will be developed which will result in generating legislative support, creating a general public knowledge, understanding, and support of the college, increasing alumni and foundation support, attracting new students, and improving internal communication.
24. During fiscal year 1975-76, the college will seek to increase the level of external funding provided by the federal government and private sources.
25. By June 1976, the budgeting system will be re-designed to interface with the MBO and MIS systems.
26. During the fiscal year 1975-76, the college will actively promote the revision of the state formula for computation of F. T. E.

March 5, 1976

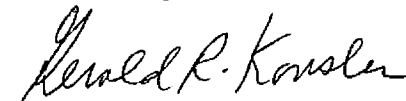
Mr. Irv Steinberg
Des Moines Area Community College
2006 Ankeny Blvd.
Ankeny, IA 50021

Dear Mr. Steinberg:

I would like to resubmit my bid on the College house at 802 S.E. 10th St., Ankeny, Iowa. My bid is for \$45,200.00. Earnest monies in the amount of \$500.00 have been deposited with the College.

Thank you.

Sincerely,


Gerald R. Konsler

March 9, 1976

Mr. James Maloney, Auditor
Polk County
Court House
Des Moines, IA

Dear Mr. Maloney:

Attached are 24 copies of our Adopted Budget and Certification, forms 637 and 633. As required (two copies for control county and one each for non-control county), together with two copies of our Proof of Publication of Budget.

Yours truly,

Irv Steinberg
Controller

dg

cc: Paul Lowery
Jack Asby

C
O
P
Y

ADOPTED BUDGET AND CERTIFICATE MERGED AREA SCHOOL TAXES

Fiscal Year July 1, 1976 — June 30, 1977

File two copies of Adopted Budget, two copies of Supplemental Detail and Proof of Publication together with one additional Budget and Detail for each non-control county with control County Auditor immediately after hearing and by March 15, 1976.

MERGED AREA XI

CONTROL COUNTY POLK

NAME DES MOINES AREA COMMUNITY COLLEGE

CERTIFICATION

To: County Auditors and Boards of Supervisors in the Counties of:

March 8, 1976.

- | | |
|---|---|
| <p>ADAIR -----</p> <p>AUDUBON -----</p> <p>BOONE -----</p> <p>CARROLL -----</p> <p>CASS -----</p> <p>CLARKE -----</p> | <p>GRAMFORD -----</p> <p>DALLAS -----</p> <p>GREENE -----</p> <p>GUTHRIE -----</p> <p>HAMILTON -----</p> <p>HARDIN -----</p> <p>JASPER -----</p> <p>LUCAS -----</p> <p>MADISON -----</p> <p>MAHASKA -----</p> <p>MARTIN -----</p> <p>MARSHALL -----</p> <p>POLK -----</p> <p>POWESHIEK -----</p> <p>SHELBY -----</p> <p>STORY -----</p> <p>WARREN -----</p> |
|---|---|

I do hereby certify that at a meeting of the Board of Directors, held as provided by law on March 8, 1976, the following budget was adopted and tax levies voted on all taxable property of this Area and that said estimates and levies were made after public hearing as provided by law.

/s/ Irv Steinberg, Secretary
 Des Moines Area Community College
 Address 2006 S. W. Ankeny, Iowa 50021
 Telephone: Area Code (515) 964-6543

ADOPTED BUDGET SUMMARY

FUND (Use Whole Dollars)	EXPENDITURES FOR YEAR			D Estimated Cash Reserve July 1, 1977	E Estimated Balance and All Other Receipts	F Estimated Amount (C+D-E) Necessary to Be Raised By Taxation	G (To be entered by Taxes Finally Entered	H County Auditor Approved Tax Rate
	A July 1, 1974 to June 30, 1975 Actual	B July 1, 1975 to June 30, 1976 Estimate	C July 1, 1976 to June 30, 1977 Proposed					
GENERAL:								
1. General	10,391,879	11,705,342	13,575,250	50,000	11,150,250	2,475,000*		
1. a. IPERS			120,000			120,000**		
2. Tort Liability	9,064	10,000	11,447	-	-	11,447		
SCHOOLHOUSE:								
3. Plant	2,130,843	2,237,531	2,522,915	-	47,915	2,475,000***		
4. Bonds and Interest								
5. TOTAL	12,531,786	13,952,873	16,229,612	50,000	11,198,165	5,081,447		

NOTE: Following the budget hearing incorporate above any approved changes from the published estimates. Attach one copy of Schedule 633-A to each budget certificate. The amounts shown in Column C cannot exceed published estimates and represent maximum authorized expenditures.

* Per Chapter 1096, Sec. 57, Code of Iowa ** Per Chapters 97B, 442 & 444 Code of Iowa.

***Per Chapter 1096, Sec. 58, Code of Iowa

100% VALUATION — AS OF JANUARY 1, 1975

(To be entered by Auditor)

Grand Total \$ -----

COUNTY	VALUATION	COUNTY	VALUATION

CERTIFICATION APPROVED
AND FILED IN
STATE COMPTROLLER'S OFFICE

Proof of Publication Filed

-----, 19____

 Local Budget Division

SUPPLEMENTAL DETAIL

I. GENERAL FUND — General Account for Merged Area # XI

RESOURCES — RECEIPTS	LINE	(A) FYE June 30, 1975	(B) FYE June 30, 1976	(C) FYE June 30, 1977
Beginning Balance:				
Cash	1	(54,802)	(1,415,984)	50,000
Investments	2			
(Encumbrance Reserve)	3	XXXXXXXXXXXX	()	XXXXXXXXXXXX
Net Beginning Balance	4	(54,802)	(1,415,984)	50,000
Non-Tax Income:				
400 Student Fees	5	122,776	75,000	120,000
410 Tuition	6	1,920,224	1,893,000	2,175,000
421 General State Aid	7	2,283,180	4,732,017	4,553,243
424 Vocational State Aid	8	723,114	781,921	1,202,131
429 Other State Aid	9	482,687	224,000	265,000
430-449 Federal Aid	10	2,411,953	2,726,404	2,724,876
450-459 Sales — Service	11	10,047	8,000	15,000
460 Other: (Itemize)	12			
(Rebates	13			
(Interest, Indirect Costs	14	154,079	15,000	45,000
	15			
Loan	16		825,000	
	17			
Unrestricted Fund Balance	18	1,704,559		
	19			
	20			
	21			
S/T Non-Tax Income	22	9,812,619	11,280,342	11,100,250
Col. E — Net Balance and Non-Tax	23	9,757,817	9,864,358	11,150,250
Col. F — Property Tax	24	579,260	1,250,000	2,595,000 *
RESOURCES	25	10,337,077	11,114,358	13,745,250

REQUIREMENTS — EXPENDITURES AND RESERVE	LINE	(A) FYE June 30, 1975	(B) FYE June 30, 1976	(C) FYE June 30, 1977
Expenditures:				
Liberal Arts, Sciences	26	1,248,677	1,327,000	1,464,796
Vocational and Technical	27	2,814,571	3,843,000	3,792,884
Adult Education	28	1,151,550	1,368,000	1,543,100
Activities Related to Instruction	29	1,686,230	1,468,342	1,984,394
Administration	30	789,341	894,000	1,932,889**
Student Services	31	745,939	1,047,000	1,313,697
Learning Resources	32	353,120	464,000	424,480
Physical Plant	33	1,564,259	1,228,000	1,161,383
Organized Research	34	38,192	66,000	77,627
	35			
	36			
	37			
	38			
	39			
	40			
S/T Expenditures	41	10,391,879	11,705,342	13,695,250
Encumbrances:				
	42		XXXXXXXXXXXX	XXXXXXXXXXXX
	43		XXXXXXXXXXXX	XXXXXXXXXXXX
	44		XXXXXXXXXXXX	XXXXXXXXXXXX
S/T Encumbrances	45		XXXXXXXXXXXX	XXXXXXXXXXXX
Col. C* — Expenditures and Encumbrances	46	10,391,879	11,705,342	13,695,250
Closing Balance:				
Cash	47	(1,415,984)	50,000	50,000
Investments	48			
(Encumbrance Reserve)	49	()	XXXXXXXXXXXX	XXXXXXXXXXXX
Col. D — Reserve—Net Closing Balance	50	(1,415,984)	50,000	50,000
REQUIREMENTS	51	11,807,863	11,655,342	13,645,250

* Column A and B for prior years

* Includes: \$825,000 Loan - Per Chapter 1096, Sec. 57, Code of Iowa
120,000 IPERS- Per Chapter 97B,442 & 444 Code of Iowa

** Includes \$825,000 State Loan Payback

SUPPLEMENTAL DETAIL

RESOURCES — RECEIPTS	LINE	(A) FYE June 30, 1975	(B) FYE June 30, 1976	(C) FYE June 30, 1977
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2. GENERAL FUND — Tort Liability Account

Beginning Balance:				
Cash	1			
Investments	2			
(Encumbrance Reserve)	3	XXXXXXXXXX	()	XXXXXXXXXX
Net Beginning Balance	4			
Non-Tax Income:				
	5			
	6			
	7			
	8			
S/T Non-Tax Income	9			
Col. E — Net Balance and Non-Tax	10			
Col. F — Property Tax	11	9,064	10,000	11,447
RESOURCES	12	9,064	10,000	11,447

3. SCHOOLHOUSE FUND — Plant Account

Beginning Balance:				
Cash	1	87,866	440,977	-
Investments	2	1,563,000	718,000	
(Encumbrance Reserve)	3	XXXXXXXXXX	()	XXXXXXXXXX
Net Beginning Balance	4	1,650,866	1,159,177	-
Non-Tax Income:				
Federal Support	5	141,680	58,238	27,915
Interest Income	6	85,707	20,000	20,000
	7			
	8			
S/T Non-Tax Income	9	227,387	78,238	47,915
Col. E — Net Balance and Non-Tax	10	1,878,253	1,237,415	47,915
Col. F — Property Tax	11	574,944	1,250,000	2,475,000*
RESOURCES	12	2,453,197	2,487,415	2,522,915

REQUIREMENTS — EXPENDITURES AND RESERVE	LINE	(A) FYE June 30, 1975	(B) FYE June 30, 1976	(C) FYE June 30, 1977
--	------	-----------------------------	-----------------------------	-----------------------------

Expenditures:				
	13			
	14			
S/T Expenditures	15			
Encumbrances:				
	16		XXXXXXXXXX	XXXXXXXXXX
	17		XXXXXXXXXX	XXXXXXXXXX
	18		XXXXXXXXXX	XXXXXXXXXX
S/T Encumbrances	19		XXXXXXXXXX	XXXXXXXXXX
Col. C* — Expenditures and Encumbrances	20	9,064	10,000	11,447
Closing Balance:				
Cash	21			
Investments	22			
(Encumbrance Reserve)	23	()	XXXXXXXXXX	XXXXXXXXXX
Col. D — Reserve—Net Closing Balance	24			
REQUIREMENTS	25	9,064	10,000	11,447

* Column A and B for prior years

Expenditures:				
	13			
	14			
S/T Expenditures	15	2,130,843	2,237,531	2,522,915
Encumbrances:				
	16		XXXXXXXXXX	XXXXXXXXXX
	17		XXXXXXXXXX	XXXXXXXXXX
	18		XXXXXXXXXX	XXXXXXXXXX
S/T Encumbrances	19		XXXXXXXXXX	XXXXXXXXXX
Col. C* — Expenditures and Encumbrances	20	2,130,843	2,237,531	2,522,915
Closing Balance:				
Cash	21	440,977		
Investments	22	718,200		
(Encumbrance Reserve)	23	()	XXXXXXXXXX	XXXXXXXXXX
Col. D — Reserve—Net Closing Balance	24	1,159,177		
REQUIREMENTS	25	971,666	2,237,531	2,522,915

* Column A and B for prior years

* Includes levy per Chapter 177, Sec. 58, Code of Iowa (change in FY)

**COPY OF ADVERTISEMENT
Exhibit "A"**

Affidavit of Publication.

STATE OF IOWA }
POLK COUNTY } SS.

The undersigned, being first duly sworn, on oath states that he is the Auditing Department Manager 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 _____

February 27 1976

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.

[Signature]

Subscribed and sworn to before me by said affiant this 27th day of

February 1976

[Signature]

Notary Public in and for Polk County, Iowa

(R-132) NOTICE OF PUBLIC HEARING

BUDGET ESTIMATE

Fiscal Year July 1, 1976 — June 30, 1977

MERGED AREA SCHOOL: DES MOINES AREA COMMUNITY COLLEGE

The Board of Directors of Merged Area School # XI of the Counties of

ADAIR	CRAWFORD	HARDIN	MARSHALL
AUDUBON	DALLAS	JASPER	POLK
BOONE	GREENE	LUCAS	POMERHANSKI
CARROLL	GUTHRIE	MADISON	SHELBY
CASS	HAMILTON	MAHASKA	STORY
CLARKE		MARION	WARREN

in Iowa will conduct a public hearing on the proposed 1976-77 budget at

Heartland Area Education Agency Office, 1932 SW Third Street, Ankeny, Iowa

on March 8, 1976, beginning at 7:30 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.

February 9, 1976 Irv Steinberg Secretary

BUDGET ESTIMATE SUMMARY

FUNDS (Use Whole Dollars)	EXPENDITURES FOR YEAR			Estimated Cash Reserve (July 1, 1977)	Estimated Balance and All Other Receipts	Estimated Amount (C+D-E) Necessary to Be Raised by Taxation
	A July 1, 1974 to June 30, 1975 Actual	B July 1, 1975 to June 30, 1976 Estimate	C July 1, 1976 to June 30, 1977 Proposed			
GENERAL:						
1. General	10,391,879	11,705,242	13,575,250	50,000	11,150,250	2,475.00
1a. IPERS			120,000			120.00
2. Tort Liability	9,064	10,000	11,447			11.44
SCHOOLHOUSE:						
3. Plant	2,130,843	2,237,521	2,522,915		47,915	2,475.00
4. Bonds and Interest						
TOTAL - All Funds	12,531,786	13,952,873	16,229,612	50,000	11,198,165	5,081.44

*Per Chapter 1096, Sec 57, Code of Iowa. **Per Chapters 978, 442 & 444, Code of Iowa.
***Per Chapter 1096, Sec 58, Code of Iowa. VALUATION RATE PER \$1,000 VALUATION — \$.02025

AREA SCHOOLS COMPARISON OF GENERAL FUND AND PLANT FUND
REVENUE AND EXPENDITURES FOR FISCAL YEARS 1975, 1976 and 1977

Categorical Source of Revenue	GENERAL FUND			PLANT FUND		
	Actual 1974-75	Budgeted 1975-76	Projected 1976-77	Actual 1974-75	Budgeted 1975-76	Projected 1976-77
400 Student Fees	122,776	75,000	120,000			
410 Tuition	1,920,224	1,893,000	2,175,000			
Local Support			(A)			(B)
415 (Property Tax)	579,260	1,250,000	2,595,000	574,944	1,250,000	2,475,000
421 State General Aid	2,283,180	4,732,017	4,553,243			
*424 State Voca. Aid	723,114	781,921	1,202,131	(A) Includes levy for \$825M loan payback & \$120M IPERS		
425 State (Equip. Repl)	107,932	200,000	225,000			
426-428 State Voca.	21,577	24,000	40,000	(B) Includes levy for change in fiscal year		
429 Other State	353,178					
**430-49 Fed. Support	2,411,953	2,726,404	2,724,876	141,680	29,630	27,915
450-59 Sales & Serv.	10,047	8,000	15,000			
460-90 Other Income	154,079	15,000	45,000	85,707	20,000	20,000
Total Revenue	8,687,320	11,705,342	13,695,250	802,331	1,299,630	2,522,915
***Unrestricted Fund Bal	1,704,559			459,107	937,901	
GRAND TOTAL	10,391,879	11,705,342	13,695,250	1,261,438	2,237,531	2,522,915

Categorical Source of Expenditures	Actual 1974-75	Budgeted 1975-76	Projected 1976-77	Actual 1974-75	Budgeted 1975-76	Projected 1976-77
Liberal Arts and Science	1,248,677	1,327,000	1,464,796			
Vocational-Technical	2,814,571	3,843,000	3,792,884			
Adult Education	1,151,550	1,368,000	1,543,100			
Activities Related to Instruction	1,686,230	1,468,342	1,984,394			
Administration	789,341	894,000	1,932,889	(C) Includes \$825M loan payback		
Student Services	745,939	1,047,000	1,313,697			
Learning Resources	353,120	464,000	424,480			
Physical Plant	1,564,259	1,228,000	1,161,383	1,261,438	2,237,531	2,522,915
Function 9	38,192	66,000	77,627			
TOTAL EXPENDITURES	10,391,879	11,705,342	13,695,250	1,261,438	2,237,531	2,522,915

*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, CETA, and Special Needs.

AREA SCHOOLS COMPARISON OF GENERAL FUND AND PLANT FUND
REVENUE AND EXPENDITURES FOR FISCAL YEARS 1975, 1976 and 1977

Categorical Source of Revenue	GENERAL FUND			PLANT FUND		
	Actual 1974-75	Budgeted 1975-76	Projected 1976-77	Actual 1974-75	Budgeted 1975-76	Projected 1976-77
400 Student Fees	122,776	75,000	120,000			
410 Tuition	1,920,224	1,893,000	2,175,000			
Local Support 415 (Property Tax)	579,260	1,250,000	2,595,000 ^(A)	574,944	1,250,000	2,475,000 ^(B)
421 State General Aid	2,283,180	4,732,017	4,553,243			
*424 State Voca. Aid	723,114	781,921	1,202,131	(A) Includes levy for \$825M loan payback & \$120M IPERS		
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426-428 State Voca.	21,577	24,000	40,000	(B) Includes levy for change in fiscal year		
429 Other State	353,178					
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Total Revenue	8,687,320	11,705,342	13,695,250	802,331	1,299,630	2,522,915
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GRAND TOTAL	10,391,879	11,705,342	13,695,250	1,261,438	2,237,531	2,522,915

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Vocational-Technical	2,814,571	3,843,000	3,792,884			
Adult Education	1,151,550	1,368,000	1,543,100			
Activities Related to Instruction	1,686,230	1,468,342	1,984,394			
Administration	789,341	894,000	1,932,889 ^(C)	(C) Includes \$825M loan payback		
Student Services	745,939	1,047,000	1,313,697			
Learning Resources	353,120	464,000	424,480			
Physical Plant	1,564,259	1,228,000	1,161,383	1,261,438	2,237,531	2,522,915
Function 9	38,192	66,000	77,627			
TOTAL EXPENDITURES	10,391,879	11,705,342	13,695,250	1,261,438	2,237,531	2,522,915

*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, CETA, and Special Needs



TAXPAYERS ASSOCIATION

704 SECURITIES BLDG. • DES MOINES, IOWA 50309 • PHONE 288-8533

RICHARD L. GOODSON, JR.
EXECUTIVE DIRECTOR

March 17, 1976

Mr. Jack Asby
Des Moines Area Community College Area XI
2006 SW Ankeny Blvd.
Ankeny, Iowa

Dear Jack,

At the Area XI public hearing the Association made reference to the over-expenditure of certified budgets for 1973-74, 1974-75, and 1975-76. We find we had incorrect information regarding the over-expenditure of 1975-76. For this error we apologize and hope this caused you no added trouble.

Since your 1975-76 budget year is at this point not over, we would hope you would monitor expenditures closely so as not to over-expend between now and June 30. If that possibility exists, it would be appropriate for the college to go through an amended budget hearing process.

Very truly yours,

Richard L. Goodson, Jr.
Executive Director

Bill Babcock, Assistant

RLG:hg

RECEIVED

MAR 18 1976

BUSINESS

Des Moines Area Community College
Proposed Resolution
March 1976

STRATEGY FOR CONDUCTING NEGOTIATIONS WITH EMPLOYEES

The process of collective bargaining with any recognized unit(s) at Des Moines Area Community College shall be conducted according to the following guidelines:

Team Appointment: Upon the recommendation of the chief executive officer, the board shall appoint a three member negotiations team, made up of college personnel. One member of this team shall be designated chief negotiator (chief spokesman) and shall be an official agent of the board, reporting to the chief executive officer, and responsible for negotiating in good faith within the parameters issued by the board. Additional staff members may be invited to the table for the purpose of presenting specific information or for representing special interests of the college.

Financial Disclosure: In the conduct of negotiations, it shall be the policy of the board to have full disclosure of financial data and projections, along with assumptions and rationale which backs up the data. However, the board shall retain all management rights and responsibilities designated by law and necessary for efficient and effective college operations.

Scope of Contract: It shall be the intent of the board to limit the scope of formal contract relationships with employee groups in favor of more explicit institutional procedures for conflict resolution and problem solving through college standing committees and administrative channels. In order to facilitate this intent, problems identified in negotiations which may be outside the scope of a collective bargaining agreement shall, if possible, be resolved by responsive administrative action.

Legal Assistance: The board shall employ competent legal counsel who

shall be readily available to provide advice as needed.

Communications: The chief negotiator shall be responsible to keep the executive officer of the board apprised on the progress of negotiations, making a written report at the end of each negotiation session and shall report periodically to the board as is deemed advisable. The superintendent of the college shall be the only person authorized to release information concerning the progress of negotiations and/or agreements reached by parties.

TASKS OF NEGOTIATING TEAM

1. Draft alternative policy positions for board consideration on the limited scope of Phase I as agreed to by the leadership of the unit:
 - Salaries and fringe benefits
 - Retrenchment policy
 - Grievance
 - a. Recognition of unit
 - b. Management rights
 - c. Salaries
 - d. Grievance procedures
 - e. Fringe benefits
 - f. Financial rationale for above positions
2. Gather and analyze data to support negotiations related to above issues.
3. Draft initial and alternative contract language.
4. Prepare table strategies for the conduct of negotiations.
5. Prepare for the day-to-day conduct of negotiators' regular responsibilities.

TITLE IX - AFFIRMATIVE ACTION STATEMENT :

FOR BOARD CONSIDERATION MAR 8, '76.

In accordance with Title IX of the Education Amendments of 1972 and pursuant to Title VI and VII of the Civil Rights Act of 1964, the Des Moines Area Community College does not discriminate on the basis of sex, race, color, religion, or natural origin in its educational programs, activities, admissions procedures, or employment practices. Said regulations require the college not to discriminate in such a manner.

R. McCleary

March 9, 1976

Mr. Paul Lowery

Jack Asby

Des Moines Polk County Taxpayers Protest

Chapter 24.27--Protest. This has been done by DM/PC group.

What follows: County Auditor will prepare copy of protest and proposed budget and submit to State Appeal Board made up of State Comptroller, Auditor, Treasurer and DMACC.

Chapter 24.28--State Appeal Board will fix date for hearing within a reasonable time. DMACC will be notified by certified mail 5 days in advance of hearing date.

DMACC will be required to show proposed increases are reasonable, necessary and in the interest of Public Welfare.

Chapter 24.30--State Board to review and have final say on proposed expenditures.

Chapter 24.32--State Board will certify findings and their decision to County Auditors indicating maximum taxes by April 24.

cc: *Urv* Steiner
Gordon Ball
Jordan

Y