

Des Moines Area Community College

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Board of Directors Meeting Minutes

7-10-1978

Board of Directors Meeting Minutes (July 10, 1978)

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

REGULAR MEETING

JULY 10, 1978

The regular monthly meeting of the Des Moines Area Community College Board of Directors was held in Room 15, Building 2, Ankeny Campus, Ankeny, Iowa, on July 10, 1978. The meeting was called to order by Board President Donald Rowen at 5:35 p.m.

ROLL CALL

Members present: Murray Goodman
Walter Hetzel
Max Kreager
Eldon Leonard
Theodore Nemmers
Donald Rowen
Harold Welin

Members absent: Maurice Campbell
Walter A. Stover, Jr.

Others present: Paul Lowery, Superintendent
Gene Snyders, Vice President Business Management
and Board Secretary
Various other DMACC students, staff, and inter-
ested residents

APPROVAL OF AGENDA

It was moved by T. Nemmers, seconded by E. Leonard, that the supplemental agenda be approved.

Motion passed.

APPROVAL OF
MINUTES

It was moved by M. Kreager, seconded by E. Leonard, that the minutes of the June 12 regular meeting and the June 12 Special Meeting for Public Hearings for Phase III A Part 2 and Phase III A Part 3 be approved as presented.

Motion passed.

ICASB LEGISLATIVE
PROGRAM FY79

The Board reviewed the listing of ICASB proposed legislation shown as attachment #1 to the minutes. After considerable discussion the following motions were presented:

It was moved by H. Welin, seconded by M. Goodman, that the reference to "dormitories" and "student housing" be deleted from item A-4.

Motion passed.

It was moved by M. Kreager, seconded by E. Leonard, to delete item A-10 from the proposed legislative list.

Motion passed.

Superintendent Lowery was directed by the Board to forward the revised list to the ICASB/Superintendents' legislative committee with the full endorsement of the DMACC Board.

CESS FOR DINNER

President Rowen called for a dinner recess at 6:40 p.m.

CONVENE

The regular board meeting reconvened at 7:15 p.m. at the same location as previously held. All those Board members and staff who were present prior to the recess were again present at this time.

MONTHLY FINANCIAL REPORT

The monthly financial report was presented by Gene Snyders. A copy of the report is attached (attachment #2) hereto and made a part of these minutes.

TELEPHONE SYSTEM

It was moved by W. Hetzel, seconded by H. Welin, that the Board approve the staff recommendation concerning the purchase of a new on-campus telephone system for the Ankeny Campus and that the low bid of \$168,420 received from Midwestern Telephone Company be accepted and that the Superintendent be authorized to proceed with installation consistent with bid specifications. A roll call vote was taken as follows:

AYES: W. Hetzel
M. Kreager
H. Welin

NAYS: M. Goodman
E. Leonard
D. Rowen

ABSTAIN: T. Nemmers

Motion defeated. The Board President requested that this issue be presented again at the August Board meeting.

NEW PERSONNEL

It was moved by E. Leonard, seconded by M. Goodman, that employment be offered to the following for the positions indicated:

<u>Name</u>	<u>Position</u>	<u>Annual Salary</u>	<u>Effective Date</u>
Lucy J. Wall	Med. Lab. Instr. Career Education Ankeny	\$14,707	June 20, 1978
Randall L. Popken	English Comp. Instr. Arts and Science Ankeny	12,707	Sept. 5, 1978
Ann L. Grau	Nursing Instr. Career Education Boone	17,161	July 1, 1978
Helen D. Kelley	Nursing Instr. Career Education Boone	17,161	July 1, 1978
Annette M. Finney	Coordinator of Enrollment Records Student Life Ankeny	12,444	July 10, 1978

<u>Name</u>	<u>Position</u>	<u>Annual Salary</u>	<u>Effective Date</u>
Verle V. Smith	Auto Mechanics Instr. Career Education Ankeny	\$17,799	July 17, 1978

Motion passed.

CONTRACT CHANGE

It was moved by T. Nemmers, seconded by M. Goodman, that the contract of Steve Halstead, Mobile CEC Coordinator, be extended one month to be effective August 1, 1978 at a daily rate of \$91.56.

Motion passed.

POSITION CHANGES

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

<u>Name</u>	<u>Position</u>	<u>Annual Salary</u>	<u>Effective Date</u>
Eugene Harder	Auto Body Instr. Career Education Ankeny	\$19,017	June 26, 1978
Eva D. Caldwell	Supervisor of Receivables and Student Accounts Business Management Ankeny	14,117	July 1, 1978

Motion passed.

LEAVE OF ABSENCE WITHOUT PAY

It was moved by M. Goodman, seconded by M. Kreager, that the following leaves of absence without pay be approved:

- Barbara Jena, Nursing Instructor, Career Education, 1 day, June 19, 1978
- Kriss Philips, Arts and Science Coordinator, 1 year, beginning July 19, 1978
- Janet Tidwell, Instructor, Adult Education, 8 1/2 days, June 20-30, 1978
- Joan Adams, Nursing Instructor, Career Education, 1 1/2 days, June 30 and July 3, 1978
- Cheryl A. Middendorf, Nursing Instructor, Career Education, 37 days, June 20 to September 6, 1978
- Larry Tyler, Program Chairperson, Welding, Career Education, 45 days, June 30 to August 31, 1978

Motion passed.

RESIGNATIONS

It was moved by M. Goodman, seconded by T. Nemmers, that the following resignations be accepted:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Elaine House	Business Educator Evaluation CEC	July 20, 1978

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Tony Thede	Machine Shop Instr. Vocation Education Center	August 1, 1978
Ted Brazie	Bricklaying/Masonry Instr. Urban Center	June 30, 1978

Motion passed.

CHESS CONTRACTS

It was moved by T. Nemmers, seconded by H. Welin, that employment be offered to the following for the specially funded CHES positions as indicated:

<u>Name</u>	<u>Position</u>	<u>Annual Salary</u>	<u>Effective Date</u>
Gretchen Olson	Coordinator CHES Ankeny	\$12,842 (12 mos.)	July 1, 1978
Dorothy Simms	Coordinator CHES Urban Center	11,773 (9 mos.)	Sept. 5, 1978

Motion passed.

D.U.
ADVANCEMENTS

It was moved by H. Welin, seconded by T. Nemmers, that the following staff development units advancements be approved as follows:

<u>Name</u>	<u>Position</u>	<u>From</u>	<u>To</u>
Don Kaesser	Psychology Instr. 9 months Arts and Science	Lane 225 Level 7.0 \$14,750	Lane 270 Level 7.0 \$15,771
Robert Jansen	CLC Instr. 12 months Adult Education	Lane 225 Level 7.0 \$18,437	Lane 248 Level 7.0 \$19,076
Joan von Grabow	Chairperson, Nursing Boone, 12 months Career Education	Lane 225 Level 9.0 \$19,714	Lane 248 Level 9.0 \$20,352
Ralph Keul	Instr., Data Proc. 12 months Career Education	Lane 293 Level 11.5 \$23,225	Lane 315 Level 11.5 \$23,864
Claire Chalup	Instr., Banking 12 months Career Education	Lane 225 Level 8.5 \$19,395	Lane 248 Level 8.5 \$20,033
Betty Vandenburg	Instr., Nursing 12 months Career Education	Lane 225 Level 11.0 \$20,991	Lane 248 Level 11.0 \$21,629

Motion passed.

APPROVAL OF
TREASURER'S
ANNUAL REPORT

It was moved by H. Welin, seconded by W. Hetzel, to approve the DMACC Treasurer's Annual Report included as attachment #3 to these minutes and to direct the Secretary to file copies of said report with the State Superintendent of Public Instruction and the County Treasurer as required by Section 291.15 Code of Iowa.

Motion passed.

CLAIMS & ACCOUNTS

It was moved by E. Leonard, seconded by T. Nemmers, that the Claims and Accounts be approved as presented, copies attached (attachment #4) hereto and made a part of these minutes.

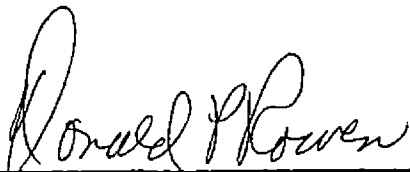
Motion passed.

ADJOURNMENT

It was moved by E. Leonard, seconded by T. Nemmers, that the meeting be adjourned. Motion passed and the meeting adjourned at 9:36 p.m.



Eugene R. Snyders, Secretary



Donald P. Rowen, President

DES MOINES AREA COMMUNITY COLLEGE
Regular Board Meeting
Monday, July 10, 1978
Ankeny Campus - Bldg. #2 - Room 15

AGENDA

5:30 P.M. CALL TO ORDER

1. PUBLIC COMMENTS
2. APPROVAL OF MINUTES - Phase IIIA, Part 2, Special Hearing; Phase IIIA, Part 3, Special Hearing; June 12 Regular Meeting
3. REPORTS
 - A. ICASB - Kreager
 - B. MIECC - Hetzel
 - C. Michigan Seminar - Goodman
 - D. Monthly Financial - Snyders
4. COMMUNICATION
5. UNFINISHED BUSINESS
6. NEW BUSINESS
 - A. Personnel
 1. New Personnel
 - a. Lucy J. Wall, Medical Lab, Ankeny
 - b. Randall L. Popken, English Composition, Ankeny
 - c. Ann L. Grau, Nursing, Boone
 - d. Helen D. Kelley, Nursing, Boone
 - e. Annette M. Finney, Coordinator, Enrollment Records, Ankeny
 - f. Wayne Camp, Grants & Contracts Specialist, Ankeny
 2. Contract Extension
 - a. Steve Halstead, Mobile CEC Coordinator
 3. Position Change
 - a. Eugene Harder
 4. Leave of Absence Without Pay
 - a. Barbara Jena, Nursing
 - b. Kriss Philips, Coordinator, Arts & Sciences
 - c. Janet Tidwell, Adult Education
 5. Resignation
 - a. Elaine House, Business Education Evaluator, CEC, 7-20-78
 6. Contracts for CHES personnel

6. NEW BUSINESS (continued)
 - A. Personnel (continued)
 7. S.D.U. Advancements
 - a. Don Kaesser, Psychology
 - b. Robert Jansen, CLC
 - c. Joan von Grabow, Nursing, Boone
 - d. Ralph Keul, Data Processing
 - e. Claire Chalup, Banking
 - f. Betty Vandenburg, Nursing, Ankeny
 - B. Receive and file 28E Agreement, as amended, with City of Des Moines
 - C. Approval of Treasurer's Annual Report
7. OTHER
 - A. ACCT 9th Annual Convention - October 4-7, 1978 in Washington
 - B. Term of office expires for the following directors:

Harold Welin	- District II
Eldon Leonard	- District VI
Murray Goodman	- District IX

July 14 ¹⁰	- 1st day nomination papers may be filed
August 3 (5:00 p.m.)	- last day nomination papers may be filed
September 12	- election day
8. PRESENTATION OF CLAIMS AND ACCOUNTS
9. ADJOURNMENT

Pickup - District II - Ray Clark
District IX - Goodson

SUPPLEMENTAL AGENDA

Regular Board Meeting
July 10, 1978

6. NEW BUSINESS

A. Personnel

1. New Personnel
 - f. Verle V. Smith, Auto Mechanics, Ankeny

3. Position Change
 - b. Eva Caldwell

4. Leave of Absence Without Pay
 - d. Joan Adams, Nursing, Ankeny
 - e. Cheryl A. Middendorf, Nursing, Ankeny
 - f. Larry Tyler, Welding

5. Resignations
 - b. Tony Thede, Machine Shop, August 1, 1978
 - c. Ted Brazie, Bricklaying/Masonry, June 30, 1978

CLASS A

1. Allocation of funds to cover start-up costs for new vocational programs and/or sections.
2. State funding of federal and state mandated increases in employer costs.
3. Unemployment Compensation for part-time Adult Education teachers - there is concern here (and it may be more with procedure than the law) that each school is receiving numerous notifications of filing for unemployment by part-time teachers in Adult Education. In most cases these people are not eligible, but the concern is the time required to respond and attend a hearing in each of these instances.
4. If the Revenue Bonding Bill is not successful this session, change the wording from "dormitories" to "student housing".
5. Legislated forward funding formula containing:
 - a. A guaranteed base level with inflation allowance.
 - b. Provision for growth in FTEE's and phased reduced funding for loss in enrollment.
6. In view of the 20.9 requirement to bargain reduction in force repeal of the continuing contract law. Failing repeal exemption of part-time and specially funded personnel from continuing contract law.
7. Expansion of the tuition grant program to full-time and part-time students in the area colleges.
8. Fund joint area college-secondary school programming, in both exploratory and preparatory career education.
9. Supplemental funding needed to provide program adjustments and special services for handicapped students.
10. Funds for statewide MIS software and hardware development to support the area college...or...Review and modify Chapter 257.10, Subsection 14, of the Code of Iowa, in line of recent advances in the technology of computer science hardware, and fund software development through the DPI.
11. Special funds from federal government exempt from formula consideration.
12. Recodification of the code to place community college law under 280A insofar as possible.

CLASS A CONTD.--

13. Continuing Contract Law - several concerns were expressed with regard to this matter:
 - a. The whole procedure needs to be revised and possibly changed.
 - b. Rights of the Boards and Superintendents become very limited.
 - c. Teachers have two avenues of action, either 270.13 and/or the grievance procedure as outlined in the Master Agreement.
 - d. Aligns Board against Administration; Board becomes the jury.
14. Remove the present non-resident 200% tuition limit or provide some Iowa support monies for non-resident students.
15. Adequate funding to carry out all ten points of the law in each area school.
16. Unemployment Compensation - exempt from eligibility the "casual" employees who only occasionally teach a credit or non-credit course in an area community college. Only those employees who teach the equivalent of half-time or more for two semesters or three quarters would be eligible to draw Worker's Compensation.
17. Fully fund the DPI funding formula for area schools to carry out the ten mandates outlined in Chapter 280A of the Code.
 - a. Seek general aid.
 - b. Seek vocational aid.
 - c. Equipment replacement.
 - d. Expansion of career programs.
 - e. Added enrollment.

CLASS B

18. Specific authority to use external auditing firms -- remove State Auditor requirement.
19. Give state board more discretion in allocation of special project funding for area colleges.
20. Establish a state workstudy program for area colleges to supplement the federal program.
21. Certification of part-time, specially funded and adult education personnel left to the discretion of local area school.
22. One percent of state general aid special allocation for staff development.
23. Eliminate sales tax requirement on tickets or admissions to athletic events and games of chance for educational institutions (Section 422.43, Code of Iowa).
24. Adjust annual report publishing date to a more realistic date (second week in July is impossible) if it must continue. (See Section 279.34) Would recommend this requirement be eliminated.
25. Strike the requirement under 280A.12 as follows: "...no funds shall be transferred from one account to another without the approval of the Superintendent of Public Instruction, and notification of all such transfers shall be given to the state comptroller."
26. Clarification to allow the lease purchase of equipment in the Schoolhouse Fund.
27. Change Chapter 286A.9, by deleting Sub-item 2.c. and by changing Item 2.a. to read: One contact hour of lecture in an approved course in Arts & Science, Vocational-Technical Education, or Adult Education. A contact hour of lecture is one that required significant outside preparation. Also, change Item 2.b. to read: Two contact hours of laboratory in an approved course in Arts & Science, Vocational-Technical, or Adult Education.
28. Consider proposing legislation which would require state agencies who are responsible for establishing and regulating continuing education for licensed occupations and professions to use the services of the state's area community colleges to acquire this educational programming.
29. Allow the utilization of the voted tax fund for operation purposes.
30. State-guaranteed loans to finance "payback" energy-saving measures. Colleges could save money if they could finance the initial expense of energy-saving projects.

CLASS B CONTD.--

31. Energy-measuring equipment on community college campuses to evaluate their facilities. This equipment could be used in the area businesses and industry. It would provide a community service and help in energy conservation, e.g., a thermal-flux meter - \$800 cost - it would measure heat loss to check on insulation, windows, etc.
32. Three million dollars capital construction money for Hawkeye Institute of Technology.

CLASS C

33. Definition of Faculty Load - the concern here is the need to have more flexibility in assigning teaching loads in evening courses while maintaining the maximum 16 credit hour load requirement.
34. Legislation providing new building and remodeling money.
35. Strike the requirement of the state board to "approve area school leases."
36. Allow area schools to invest idle funds in time certificates of deposit in state approved depositories at a level above the maximum established monthly by the state treasurer when market conditions are such that depositories are willing to pay a higher rate.
37. Mandate jointly administered academic programs for high school students who wish to accelerate their college careers...or...Provide funds so that area schools and public schools can jointly conduct preparatory vocational programs for high school students.

DES MOINES AREA COMMUNITY COLLEGE
CASH POSITION - FINANCIAL REPORT

June 30, 1978

	ANKENY NATIONAL BANK General, Agency, Auxiliary Scholarship & Loan Funds	BANKERS TRUST Special Plant Fund	Voted Tax & Sinking Fund
IN BANK			
Fwd. June 1, 1978	\$ 2,152.55	\$ 6,339.92	
Receipts June 1978	1,481,934.92	1,753,158.85	
Disbursements June 1978	<u>1,483,185.98</u>	<u>1,747,364.88</u>	
In Bank <u>June 30, 1978</u>	901.49	12,133.89	
INVESTMENTS			
U.S. Savings Account 5% (Student Act.)	18,833.47		
U.S. Savings Account 5%	322,274.74		\$ 1,488.14
Certificates of Deposit:			
2% Due 4-30-78 (Student Union)	20,000.00		
2% Due 6-16-79 (Student Act)	6,000.00		
Various Maturities & Interest		6,040,000.00	
1% Due 5-15-79		210,000.00	
1% Due 4-16-79		270,000.00	
.1% Due 1-15-79		100,000.00	
.15 % Due 6-15-79		175,000.00	
.3 % Due 7-16-79		<u>108,000.00</u>	
CASH & INVESTMENTS	<u>\$ 368,009.70</u>	<u>\$6,915,133.89</u>	<u>\$ 1,488.14</u>

Footnotes:

- Investments shown for Student Activity Funds effected for Board Action taken 6-12-78.
- Disbursements from Plant Fund include Loan Payment to Bankers Trust on 6-30-78 totaling \$1,474,262.50.
- Investments in Plant Fund include 5 year loan monies being held in escrow for pending construction expenses.

DES MOINES AREA COMMUNITY COLLEGE

PROPERTY VALUATIONS BY COUNTY

COUNTY	FISCAL YEAR 1977 - 1978 VALUATIONS	FISCAL YEAR 1978 - 1979 VALUATIONS	AMOUNT OF VALUATION INCREASE	% OF VALUATION INCREASE	FISCAL YEAR 1978 - 1979 TAX LEVY .2025
Adair	\$ 70,396,092	\$ 71,780,429	\$ 1,384,337	2.0%	\$ 14,536
Audubon	178,408,171	182,815,447	4,407,276	2.5	37,020
Boone	488,641,845	479,581,479	(9,060,366)	(2.0)	97,115
Carroll	365,839,640	377,482,442	11,642,802	3.2	76,440
Cass	133,455	135,734	2,279	2.0	27
Clarke	5,605,952	5,847,628	241,676	4.3	1,184
Crawford	13,415,422	13,618,258	202,836	1.5	2,758
Dallas	516,268,897	531,535,608	15,266,711	3.0	107,636
Greene	27,201,449	27,410,668	209,219	.8	5,551
Guthrie	253,302,398	254,729,975	1,427,577	.6	51,583
Hamilton	7,606,379	7,784,996	178,617	2.3	1,576
Hardin	4,134,835	4,128,094	(6,741)	(.2)	836
Jasper	533,192,235	555,401,173	22,208,938	4.2	112,469
Lucas	2,439,485	2,482,610	43,125	1.8	503
Madison	217,669,304	224,087,676	6,418,372	3.0	45,378
Mahaska	41,183,490	42,285,256	1,101,766	2.7	8,562
Marion	340,335,457	356,504,986	16,169,529	4.8	72,192
Marshall	8,266,699	8,351,654	84,955	1.0	1,691
Polk	3,735,038,808	3,885,323,781	150,284,973	4.0	786,778
Poweshiek	10,618,705	10,890,472	271,767	2.6	2,205
Shelby	2,729,362	2,763,601	34,239	1.3	560
Story	820,828,047	842,642,919	21,814,872	2.7	170,635
Warren	399,187,365	416,671,848	17,484,483	4.4	84,376
	<u>\$8,042,443,492</u>	<u>\$8,304,256,734</u>	<u>\$261,813,242</u>	<u>3.2%</u>	<u>\$1,681,611</u>

Prepared June 12, 1978

Data obtained from State Comptroller's Office

TO THE BOARD OF EDUCATION, STATE SUPERINTENDENT OF PUBLIC INSTRUCTION AND COUNTY TREASURER

For The Fiscal Year July 1, 77 Thru June 30, 78

NAME OF DISTRICT Des Moines Area Comm. College COUNTY Polk

Table with 3 columns: CO. NO., DIST. NO., AEA. Values: 77, XI, XI

File one copy of this report with the school board at its regular July meeting. File one copy immediately with the state superintendent of public instruction. File one copy immediately with the county treasurer. (Section 291.15, Code of Iowa, 1975)

GENERAL FUND

Table listing General Fund items 1-9 with dollar amounts. Includes Treasurer's Cash Balance, Securities Owned, Total Assets, Receipts, Expenditures, and Total Assets June 30, 1978.

SCHOOLHOUSE FUND

Table listing Schoolhouse Fund items 10-18 with dollar amounts. Includes Treasurer's Cash Balance, Securities Owned, Total Assets, Receipts, Expenditures, and Total Assets June 30, 1978.

AMOUNT OF INTEREST-BEARING WARRANTS OUTSTANDING ON JUNE 30, 1978

Table showing interest-bearing warrants for General Fund, Schoolhouse Fund, and Total Outstanding Interest-Bearing Warrants June 30.

STATEMENT OF BANK DEPOSITS

Affidavits from depositor banks should be submitted to the board with this report.

Table with 5 columns: Name of Bank, Active Funds, Restricted Funds, Securities, Total. Lists Ankeny National and Bankers Trust.

RECONCILIATION WITH SECRETARY

Table with 3 columns: Description, General Fund, Schoolhouse Fund. Items 23-27 showing balance and adjustments.

I hereby certify the above report to be correct to the best of my knowledge and belief.

Handwritten signature of District Treasurer and printed name: DISTRICT TREASURER'S SIGNATURE

The board of directors has examined the treasurer's records and the report above and herewith certifies that both have been approved for the fiscal year July 1, 1977 through June 30, 1978.

Dated this 10th day of July, 1978.

Handwritten signature of Board Secretary and printed name: BOARD SECRETARY'S SIGNATURE

DIRECTIONS

- 1. This report should be based upon the treasurer's books. Disbursements, Items 6 and 15, should include amounts actually paid out by the treasurer and should not include warrants issued by the secretary and not paid by the treasurer.
2. Statement of bank deposits, Item 22, should agree with affidavits from depository banks. The total amount of bank deposits should reconcile with total balances on hand June 30, in Items 9 and 18.
3. Balances on hand July 1, Items 1 and 10, should be the same as those reported on hand June 30, in last year's report.

Shupers

DES MOINES AREA COMMUNITY COLLEGE
Regular Board Meeting
Monday, June 12, 1978
Urban Center - 5th & Washington - Des Moines
AGENDA

5:30 P.M. TOUR URBAN CENTER

1. CALL TO ORDER
2. PUBLIC COMMENTS-
3. APPROVAL OF MINUTES - May 8 regular meeting
4. REPORTS
 - a. ICASB - Kreager
 - b. MIECC - Hetzel
 - c. Area Superintendents
 - d. ACCT seminar - Rowen, Kreager, Hetzel
 - e. Quarterly randtriever report
 - f. Monthly financial
 - g. Urban Center
 - h. *Newspaper responses*
5. COMMUNICATION
 - a. Letter from Des Moines Area Community College Higher Education Association
6. UNFINISHED BUSINESS

6:30 P.M. DINNER

7:30 P.M. PUBLIC HEARING ON PLANS AND SPECIFICATIONS FOR PARKING LOT IMPROVEMENTS

7:45 P.M. PUBLIC HEARING ON PLANS AND SPECIFICATIONS FOR AUTOMOTIVE BUILDING (Bldg. #13) AND DIESEL BUILDING (Bldg. #14)

7. NEW BUSINESS

- a. New Personnel
 - (1) Grover Senf, Tool & Die, Ankeny
- b. Contract Changes
 - (1) Robert Young, Accounting Specialist, Ankeny
 - (2) Linda Carson, Child Care, Ankeny
 - (3) Dee Stolze, Child Care, Ankeny
 - (4) Vivian Brandmeyer, Secretarial/Clerical, Boone
 - (5) Cheryl Middendorf, First Year Nursing, Ankeny
 - (6) Joanne Westergard, Health Care Administration, Ankeny
 - (7) Bonnie Nelson, Nursing, Boone
- c. Position Changes
 - (1) Nedra Jackson
 - (2) C. John (Dutch) Kleywegt (Subject to State Board approval of program)

(3) *Don Kerr*
(4) *Tom Dart*

7. NEW BUSINESS (continued)

d. Summer Contracts

- (1) Judy Koepsell, Child Care, Ankeny
- (2) Sue Ann Gibbons, Coordinator, Office Occupations, Ankeny

e. Resignations

- (1) Darlene Falck, Coordinator, Office Occupations
- (2) Kerry Bruening, Data Processing
- (3) Bill Irwin, Auto Mechanics
- (4) Rex Hardie, Supervisor, Receivable & Student Records

f. Leave of Absence Without Pay

- (1) Robert Young, Accounting Specialist
- (2) Richard Hamann, Accounting
- (3) Dolores Fortner, Secretarial
- (4) Debbie Odgaard, Medical Assistant
- (5) Shirley Muehlenthaler, Chairperson, Medical Assistant
- (6) Linda Pederson, Fashion Merchandising
- (7) Barb Eastwood, Biology
- (8) Ann Gragg, Nursing
- (9) Kay Marten, Business Occupations
- (10) Carole Spicer, Nursing

g. S.D.U. Advancements

- (1) Willis Dobbins, Chairperson, East Branch Learning Center
- (2) Diane Schroeder, Dental Assistant
- (3) Arlene Edmondson, Nursing, Ankeny

h. Extension of Contract

- (1) Mayvor Dockendorf, part-time Veterans Ag, Pleasantville

i. Grade change and salary adjustment for three employees

j. Contracts for Mobile CEC personnel

k. Consideration of bids for the following:

- (1) Parking lot improvements
- (2) Buildings #13 and #14
- (3) Sale of student built house, Carroll (listed for \$64,000)

l. Acceptance of signage project and authorize final payment of 10% of contract in the amount of \$8,989 to Doors, Inc.

m. Renewal of the following leases:

- (1) Walz and Murphy Building, Carroll, for the period May 31, 1978 to June 1, 1979, for the sum of \$275/mo. This building is used to house the high school building trades program. All terms are the same as the current lease.
- (2) Lahr Auto Trim Building, Carroll, for the period May 31, 1978 to June 1, 1979, for the sum of \$500/mo. This building is used to house the high school automotive program. All terms are the same as the current lease.

7. NEW BUSINESS (continued)

- n. Authorize execution of warranty deed and resolution for delivery of conveyance for the completion of sale of 16.14 acres of Ankeny campus land to Iowa DOT for the construction of Highway #415.
- o. Consideration of 1978-79 ICASB dues in the amount of \$11,840.
- p. Institutional membership dues for the following:
 - (1) Association of Community College Trustees (ACCT) for 1978-79 in the amount of \$475.
 - (2) College and University Personnel Association (CUPA) for 1978-79 in the amount of \$275.
- q. Authorize Superintendent to proceed with the initiation of certain programs and additional staff.
- r. Consideration of proposed (new) telephone system.
- s. Consideration of recommended use of student activity fee carry-over funds.

8. OTHER

- a. Term of office expires for the following directors:

Harold Welin	-	District II
Eldon Leonard	-	District VI
Murray Goodman	-	District IX

July 14	-	1st day nomination papers may be filed
August 3 (5:00 p.m.)	-	last day nomination papers may be filed
September 12	-	election day

9. PRESENTATION OF CLAIMS AND ACCOUNTS

10. ADJOURNMENT

Snyder

Paul Lowery, Superintendent

Board of Directors

Donald P. Rowen, President

Maurice Campbell

Murray Goodman

Walter Hetzel

Max W. Kreager

Eldon Leonard

Theodore Nemmers

Walter A. Stover, Jr.

Harold F. Welin



**des moines area
community college**

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SUPPLEMENTAL AGENDA
TO
JUNE 12 BOARD MEETING

- 4. REPORTS
 - h. Allegations concerning federal projects

- 7. NEW BUSINESS
 - c. Position Changes
 - (3) Donald R. Kerr
 - (4) Thomas E. Dart