

Des Moines Area Community College

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Board of Directors Meeting Minutes

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1-8-1979

### Board of Directors Meeting Minutes (January 8, 1979)

DMACC

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

REGULAR MEETING

JANUARY 8, 1979

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 January 8, 1979. The meeting which was preceded by a presentation of the Career Education Division staff from 5:30 to 7:15 p.m. and a dinner break from 7:15 to 7:55, was called to order by Board President Maurice Campbell at 7:55 p.m.

ROLL CALL

Members present: Maurice Campbell  
Raymond Clark  
Murray Goodman  
Walter Hetzel  
Max Kreager  
Eldon Leonard  
Theodore Nemmers  
Donald Rowen  
Walter Stover, Jr.

Members absent: None

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

APPROVAL OF  
AGENDA

It was moved by M. Goodman, seconded by D. Rowen, that the tentative agenda be approved as published.

Motion passed.

APPROVAL OF  
MINUTES

It was moved by E. Leonard, seconded by M. Kreager, that the minutes of the regular meeting on December 11, 1978, be approved as presented.

Motion passed.

MONTHLY FINANCIAL  
REPORT

The monthly financial report was presented by Gene Snyders, Vice President, Business Management. A copy of the report is attached (Attachment #1), hereto, and made a part of these minutes.

APPROVAL OF  
URBAN CENTER  
MASTER PLAN AND  
CONCEPT

It was moved by D. Rowen, seconded by E. Leonard that the Board approve the Urban Center Master Plan and Concept as presented by Rod Kruse and Ken Bussard of Wilkins, Bussard, and Dikis., Ltd., Architects, as included in an attachment #2 to these minutes.

Motion passed, unanimously.

PURCHASE OF DATA  
PROCESSING  
EQUIPMENT

It was moved by M. Kreager, seconded by D. Rowen that approval be given to acquire the following data processing equipment from AIDP funds and that the request be forwarded to the State Board of Public Instruction for its approval as follows:

1.	City of Des Moines		
	1 IBM 3276 Controller Unit		\$ 9,210
	4 IBM 3278 Video Display Units @2835		11,340
2.	IBM Corporation (Department of Agriculture)		
	1 IBM 3776 Communications Terminal		17,744
	1 IBM 3782 Card Attachment Unit		851
	1 IBM 2502 Card Reader		4,680
		Total	<u>\$43,825</u>

Motion passed.

APPROVAL OF  
BOARD OF REALTORS  
TO HANDLE SALE  
OF STUDENT BUILT  
HOUSES

It was moved by D. Rowen, seconded by M. Goodman, that the Board approve the Des Moines Board of Realtors to handle the sale of the <sup>Approved</sup> student built houses at a 5 percent of the sales price commission.

Motion passed.

APPROVAL OF  
CONTRACT TO  
PRE-CAREER AND  
AND EDUCATIONAL  
HIGH SCHOOL  
STUDENTS

It was moved by W. Hetzel, seconded by R. Clark, to approve a joint contract under 28E of the code between DMACC and the following high schools for the purpose of providing pre-career and pre-educational offerings to high school students for the 1978-1979 school year:

Grand Community  
Ar-We-Va Community

Motion passed.

CLAIMS AND  
ACCOUNTS

It was moved by E. Leonard, seconded by W. Stover, Jr. that the claims and accounts be approved as presented, Attachment #3.

Motion passed.

CLOSED SESSION

It was moved by W. Hetzel, seconded by M. Kreager that the Board hold a closed session to conduct a strategy meeting of a public employer as provided in Section 20.17(3) of the Code. Upon roll call vote, the motion was approved as follows:

AYES: M. Campbell  
R. Clark  
M. Goodman  
W. Hetzel  
M. Kreager  
E. Leonard  
T. Nemmers  
D. Rowen  
W. Stover, Jr.

NAYS: None


The Board went into executive session at 9:28 p.m. The Board adjourned the closed session at 10:55 p.m.

ADJOURNMENT

It was moved by R. Clark, seconded by W. Hetzel, that the meeting be adjourned.

Motion passed, and the meeting was adjourned at 11:00 p.m.

  
\_\_\_\_\_  
EUGENE R. SNYDERS, Secretary

  
\_\_\_\_\_  
MAURICE CAMPBELL, President

## Attachment #1

DES MOINES AREA COMMUNITY COLLEGE  
BUDGET BALANCE REPORT  
December 31, 1978

	PUBLISHED & BOARD APPROVED BUDGET	WORKING BUDGET	AMOUNT ENCUMBERED	AMOUNT EXPENDED OR RECEIVED	WORKING BUDGET BALANCE
<b>GENERAL FUND DISBURSEMENTS:</b>					
Arts & Science	\$1,994,368	\$ 2,003,985	\$ 688,461	\$ 714,184	\$ 601,340
Career Education	4,561,911	4,586,360	1,705,455	1,868,976	1,011,929
Career Exploration Center	176,595	176,035	72,171	65,520	38,344
Mobile Career Explor. Center	84,900	84,900	34,768	30,532	19,600
Adult Education	1,538,414	1,570,494	358,114	653,336	559,044
Vice President Instruction	103,654	103,453	43,893	56,082	3,478
Dean-Urban Campus	86,932	84,932	32,421	42,742	9,769
Dir. Western Attend. Center		40,029			40,029
Administration	1,254,329	1,272,277	336,701	610,511	325,065
Student Life	1,148,365	1,165,835	444,569	577,122	144,144
Learning Resources	476,637	496,191	143,019	234,592	118,580
Physical Plant	1,499,586	1,706,967	407,146	775,641	524,180
Sub Total	12,925,691	13,291,458	4,266,718	5,629,238	3,395,502
PSE FUNDED ACCOUNTS				7,389	(7,389)
CETA/VOCATIONAL SKILLS	406,694	478,575	7,789	185,028	285,758
IPA Waste Water		11,327		76	11,251
Indo China Project	39,881	102,372	2,890	75,457	24,025
Sub Total	13,372,266	13,883,732	4,277,397	5,897,188	3,709,147
Plus De-Obligated Budget		(54,541)			(54,541)
GRAND TOTAL	<u>\$13,372,266</u>	<u>\$13,829,191</u>	<u>\$4,277,397</u>	<u>\$5,897,188</u>	<u>\$3,654,606</u>
<b>GENERAL FUND REVENUE:</b>					
Student Fees	171,000	171,000		72,755	98,245
Tuition	2,679,100	2,679,100		1,405,271	1,273,829
Property Taxes-Operation	1,724,431	1,681,611		875,404	806,207
Property Taxes-Tort	20,135	20,135		10,429	9,706
Property Taxes-Unemployment	36,412	36,412		18,414	17,998
State General Aid	5,539,337	5,593,837		2,796,918	2,796,919
State Vocational Aid	1,212,596	1,310,381		414,772	895,609
State Capital Outlay	253,300	253,800		-0-	253,800
Federal Aid	1,109,755	1,098,926		142,382	956,544
Sales & Services	15,000	18,500		14,021	4,469
Other Revenue	31,000	33,639		66,641	(33,002)
Sub Total	12,792,566	12,897,341		5,817,017	7,080,324
Unrestricted Fund Balance	579,700	931,850		931,850	-0-
GRAND TOTAL	<u>\$13,372,266</u>	<u>\$13,829,191</u>		<u>6,748,867</u>	<u>\$7,080,324</u>
<b>PLANT FUND DISBURSEMENTS:</b>	<u>\$ 5,342,499</u>	<u>\$ 5,342,499</u>		<u>\$1,368,208</u>	<u>\$3,974,291</u>
<b>PLANT FUND REVENUE:</b>	<u>\$ 2,051,935</u>	<u>\$ 2,051,935</u>		<u>\$ 993,239</u>	<u>\$1,058,696</u>

DES MOINES AREA COMMUNITY COLLEGE  
 GENERAL FUND INTERIM BALANCE SHEET  
 December 31, 1978

-----ASSETS-----

Code			
	<u>CASH &amp; INVESTMENTS</u>		
101	Cash in Bank - Checking	\$ 226,465	
102	Petty Cash - Ankeny Checking	3,902	
103	Petty Cash - Boone Checking	5,000	
119	Cash in Bank - Payroll	10,000	
120	Returned Checks	5,845	
122	Petty Cash	2,070	
125	Cash Over or Short	(383)	
130	Investment in CD's	850,000	
131	Investment in Savings Account	<u>(121,506)</u>	
	TOTAL CASH & INVESTMENTS		\$ 981,393
	<u>ACCOUNTS RECEIVABLES</u>		
145	Due From Federal	64,740	
146	Due From Others	28,794	
	Budgeted Revenue FY 78	12,897,341	
	Less Amount Received	<u>5,817,017</u>	
	Balance to Receive	7,080,324	
	TOTAL ACCOUNTS RECEIVABLE		<u>7,173,858</u>
161	<u>EXPENDABLE SUPPLIES, INVENTORY</u>		23,548
162	<u>AUTO PARTS INVENTORIES</u>		17,941
169	<u>CONSTRUCTION WORK IN PROGRESS</u>		
	Carroll House #4 - Under Construction	28,127	
	Carroll House #5 - Lot Only	10,040	
	Carroll House #6 - Lot Only	10,035	
	Carroll House #7 - Lot Only	10,041	
	Ankeny House #11 - Under Construction	54,712	
	Ankeny House #12 - Under Construction	60,663	
	Ankeny House #13 - Lot Only	13,337	
	Ankeny House #14 - Lot Only	13,121	
	Ankeny House #15 - Lot Only	13,120	
	Ankeny House #16 - Lot Only	13,120	
	Ankeny House #17 - Lot Only	13,121	
	Ankeny House #18 - Lot Only	<u>13,121</u>	
	TOTAL CONSTRUCTION WORK IN PROGRESS		<u>252,558</u>
	TOTAL ASSETS		<u>\$8,449,298</u>

DES MOINES AREA COMMUNITY COLLEGE  
 GENERAL FUND INTERIM BALANCE SHEET  
 December 31, 1978

-----LIABILITIES-----

Code

217	<u>DEFERRED INCOME</u>		
	DFAFS Funds (HEW Funded Projects)	\$ 268,103	
	Iowa Script Funds from Prior Year	6,728	
	IPA Project	<u>1,390</u>	\$ 276,221
201	<u>ACCOUNTS PAYABLE</u>		
	Budgeted Expenditures FY 78	13,883,732	
	Less Expended to Date	<u>5,897,188</u>	
	Balance to be Expended		7,986,544
	TOTAL LIABILITIES		\$8,262,765
311	<u>UNRESTRICTED FUND BALANCE</u>		
	Balance Forward, July 1, 1978		1,172,924
	Revenue FY 79 to Dec. 31, 1978	5,817,017	
	Disbursements FY 79 to Dec. 31, 1978	<u>5,897,188</u>	
	Net Disbursements over Revenue		<u>80,171</u>
	FUND BALANCE December 31, 1978		1,092,753
	Working Budget Revenue FY 79	12,897,341	
	Less Amount Received to 12-31-78	<u>5,817,017</u>	
	Balance to be Received by 6-30-79		7,080,324
	Working Budget Disbursements FY 79	13,883,732	
	Less Disbursed to 12-31-78	<u>5,897,188</u>	
	Balance to be Disbursed by 6-30-79		7,986,544
	PROJECTED FUND BALANCE June 30, 1979		<u>186,533</u>
	TOTAL LIABILITIES & FUND BALANCE		<u>\$8,449,298</u>

AUXILIARY AND AGENCY FUNDS  
ACCOUNT STATUS  
December 31, 1978

ACCOUNT CATEGORY	BAL. FWD July 1, 1978	FYD RECEIPTS	FYD DISBURSEMENTS	ACCOUNT BAL Dec. 31, '78
Student Activities Related	\$150,480.63	\$100,114.39	\$ 83,334.79	\$167,260.23
Instructional Related	10,891.87	22,072.20	24,239.94	8,724.12
Sales and Services	206,748.30	535,643.16	520,137.51	222,253.95
Club Accounts	<u>22,334.53</u>	<u>45,909.47</u>	<u>38,148.22</u>	<u>30,095.78</u>
 Totals	 \$390,455.33	 \$703,739.22	 \$665,860.46	 \$428,334.09
	<u>=====</u>	<u>=====</u>	<u>=====</u>	<u>=====</u>



STUDENT ACTIVITIES RELATED	BALANCE FORWARD JULY 1, '78	FYD RECEIPTS	FYD DISBURSEMENTS	ACCOUNT BALANCE Dec. 31, '78
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ACCT NO.	ACCOUNT NAME				
3043 03	Student Activity/Ankeny	\$ 72,410.89	\$ 53,992.91	\$ 29,632.73	\$ 96,771.07 a
3044 01	Student Union/Urban	6,000.00	-0-	-0-	6,000.00 b
3044 03	Student Union/Ankeny	35,342.64	4,730.44	4,697.22	35,375.86 c
3071 03	Identification Cards	6,689.66	5,389.10	1,385.63	10,693.13
3027 03	Student Affairs	9,409.80	-0-	1,627.70	7,782.10
3140 03	Campus Chronicle	7,444.42	7,526.07	7,878.50	7,091.99
3165 03	DMACC Ski Club	-0-	200.00	37.50	162.50
3301 03	Intramurals & Athletics	-0-	-0-	853.61	(853.61)
3302 03	Concerts	-0-	-0-	5,279.91	(5,279.91)
3303 03	Dances	-0-	48.00	1,739.40	(1,691.40)
3304 03	Ticket Sales	-0-	3,853.77	4,551.79	(698.02)
3305 01	Student Activities/Urban	-0-	1,250.00	(2,254.63)	3,504.63
3305 03	Conference	-0-	-0-	1,937.43	(1,937.43)
3306 03	Student Projects	-0-	1,165.78	4,868.63	(3,702.85)
3307 03	Educational Programs	-0-	-0-	2,968.82	(2,968.82)
3309 03	Publications Advertising	-0-	-0-	351.66	(351.66)
3310 03	Student Government	-0-	-0-	617.41	(617.41)
3312 07	Carroll Student Activity	468.37	457.50	419.67	506.20
3320 03	Leadership Program	-0-	-0-	302.67	(302.67)
3321 03	Film Series	-0-	-0-	539.50	(539.50)
3322 03	Recreational Equip.	-0-	-0-	(.74)	.74
3500 06	Boone Athletic Concessions	8,034.14	842.09	1,022.83	7,853.40
3501 06	Boone Athletic Dept.	630.73	8,387.68	5,714.39	3,304.02
3506 06	Boone General Activity	2,298.84	9,449.80	7,062.05	4,686.59
3522 06	Boone Student Publications	1,927.07	1,040.00	1,542.30	1,424.77
3523 06	Boone Student Senate	(51.87)	1,275.25	341.15	882.23
3529 06	Boone Student Center	(124.06)	506.00	217.66	164.28
TOTALS		<u>\$150,480.63</u>	<u>\$100,114.39</u>	<u>\$83,334.79</u>	<u>\$167,260.23</u>

(a) Includes: \$19,533.47 in Passbook Savings &  
\$35,000.00 due from Foundation

(b) Includes: \$ 6,000.00 in CD's

(c) Includes: \$20,000.00 in CD's

INSTRUCTIONAL RELATED ACCTS	BALANCE FORWARD JULY 1, '78	FYD RECEIPTS	FYD DISBURSEMENTS	ACCOUNT BALANCE Dec. 31, '78
3002 03 Death Investigation Workshop	\$ -0-	\$ 3,200.95	\$ 1,082.45	\$2,118.50
3010 03 ABE Workshop	46.84	120.76	373.54	(205.94)
3025 03 College Level Exam Prog.	1,000.23	457.50	452.80	1,004.93
3035 03 Law Enforcement	4,171.27	9,674.80	15,132.01	(1,285.94)
3042 03 Programmed Instruction	1,790.08	1,716.39	1,140.43	2,366.04
3130 03 Bus Driver Teacher Tng.	728.55	790.80	350.30	1,169.05
3139 03 GED Testing	3,034.90	5,451.00	4,628.41	3,857.49
3521 06 Boone State Board Fees	<u>120.00</u>	<u>660.00</u>	<u>1,080.00</u>	<u>(300.00)</u>
Totals	<u>\$10,891.87</u>	<u>\$22,072.20</u>	<u>\$24,239.94</u>	<u>\$8,724.13</u>

## SALES &amp; SERVICES ACCOUNTS

BALANCE  
FORWARD  
JULY 1, '78FYD  
RECEIPTSFYD  
DISBURSEACCOUNT  
BALANCE  
DEC. 31, 1978

ACCOUNT NO

ACCOUNT NAME

ACCOUNT NO	ACCOUNT NAME	BALANCE FORWARD JULY 1, '78	FYD RECEIPTS	FYD DISBURSE	ACCOUNT BALANCE DEC. 31, 1978
3012 03	Learning Center Books	\$ (1,007.57)	\$ 3,764.18	\$ 3,613.87	\$ (857.26)
3018 01	Bookstore/Urban	7,061.45	5,795.76	13,475.07	(617.86) (a)
3018 03	Bookstore/Ankeny	192,060.38	345,737.84	333,708.74	204,089.48 (b)
3018 06	Bookstore/Boone	28,017.85	48,633.95	43,980.12	32,671.68 (c)
3032 03	Cafeteria	(28,900.46)	114,907.54	109,633.51	(23,626.43) (d)
3036 03	Media	2,051.96	1,769.73	1,476.46	2,345.23
3045 03	Supplemental Book Sales	286.37	-0-	-0-	286.37
3045 09	Supplemental Book Sales	(208.15)	1,208.71	755.76	244.80
3045 10	Supplemental Book Sales	(265.53)	983.67	825.45	(107.31)
3045 11	Supplemental Book Sales	(1,195.56)	2,054.76	2,834.85	(1,975.65)
3045 12	Supplemental Book Sales	-0-	69.44	212.98	(143.54)
3045 14	Supplemental Book Sales	(550.30)	591.50	110.05	(68.85)
3045 15	Supplemental Book Sales	(343.57)	394.05	425.01	(374.53)
3045 16	Supplemental Book Sales	(1,380.19)	(6.80)	58.24	(1,445.23)
3045 17	Supplemental Book Sales	1,041.49	1,437.33	1,406.23	1,072.59
3046 03	Vending/Ankeny	9,061.93	3,112.38	1,302.00	10,872.31
3079 03	Financial Mkt. Book Sales	(166.80)	2,275.35	1,839.10	269.45
3083 03	Vending/Branch Office	258.01	6.33	-0-	264.34
3124 03	ABE Books and Guides	157.02	430.00	-0-	587.02
3136 03	Health Care Adm. Book Sales	713.95	495.65	550.06	659.54
3153 01	Vending/Urban	(887.61)	84.00	732.00	(1,535.61)
3323 03	Local School Books	431.88	1,594.44	2,304.01	(277.69)
3524 06	Boone Vending	511.75	303.35	894.00	(78.90)
	TOTALS	<u>\$206,748.30</u>	<u>\$535,643.16</u>	<u>\$520,137.51</u>	<u>\$222,253.95</u>

CLUB ACCOUNTS ACCOUNT NO.	ACCOUNT NAME	BALANCE FORWARD JULY 1, '78	FYD RECEIPTS	FYD DISBURSE	ACCOUNT BALANCE DEC. 31, '78
3013 03	Agri Business Club	\$ 650.13	\$ 1,322.00	\$ 1,319.33	\$ 652.80
3014 03	Retail Marketing Club	103.72	344.00	505.27	(57.55)
3017 03	Beta Sigma Tau	878.75	3,689.28	2,718.94	1,849.09
3024 03	Campus Printers Club	437.74	957.00	135.00	1,259.74
3028 03	Sky Raiders Amateur Radio	146.04	26.00	30.00	142.04
3030 03	Fashion Mdse. Club (DECCA)	524.86	2,902.77	1,690.92	1,736.71
3052 03	Diesel Detonators Club	137.48	1,259.92	400.95	996.45
3053 03	Arterie Club	542.65	298.20	210.00	630.85
3054 03	Kissss Club	-0-	306.00	120.00	186.00
3056 03	VICA Club	432.86	1,060.56	814.65	678.77
3076 03	Horticulture	1,062.19	2,933.39	2,813.92	1,181.66
3077 03	Architectural Drft. Club	4,179.63	6,364.08	5,745.56	4,798.15
3080 03	Piston Polishers	428.58	236.25	260.00	404.83
3082 03	College Inn	(238.11)	7,392.07	3,742.46	3,411.50
3087 03	DMACC Drama Club	391.59	75.00	90.70	375.89
3088 03	Mechanical Drft. Club	1,688.07	565.80	1,918.56	335.31
3089 03	DMACC Veterans Assn.	194.25	200.00	-0-	394.25
3090 03	DMACC Community Chorus	2.44	200.00	-0-	202.44
3091 03	Carbide Kids	55.15	200.00	143.55	111.60
3093 03	Flos Angels	300.87	-0-	-0-	300.87
3097 03	Quality Craftsman	565.35	1,711.16	877.80	1,398.71
3098 03	The Sting	314.01	200.00	77.98	436.03
3101 03	DMACC DECA	377.59	200.00	189.08	388.51
3114 03	Future Accountants of Amer.	640.46	3,062.23	2,170.53	1,532.16
3115 03	Jr. American Dental Hy. Assoc	131.13	622.25	30.00	723.38
3116 03	Martins Miracles	200.00	-0-	200.00	-0-
3117 03	DMACC Skydivers Club	70.00	-0-	-0-	70.00
3120 03	Anomalies	-0-	70.52	-0-	70.52
3142 03	DM Area Culinary Assoc.	1,685.16	23.60	533.13	1,175.63
3145 03	LPN Nursing Club	88.63	938.06	825.35	201.34
3149 03	Canvas Board Club	125.73	248.50	-0-	374.23
3152 03	Odegaard's Axons	(61.45)	-0-	-0-	(61.45)
3154 03	The Mestials	106.99	805.22	364.30	547.91
3166 03	A/C Exchangers	71.13	115.15	25.00	161.28
3316 03	Bricklaying Club	-0-	200.00	-0-	200.00
3324 03	Occlusal - Ettres	2,206.20	12.00	2,218.20	-0-
3325 03	VP's VIP's	46.31	215.00	254.25	7.06
3326 03	Errent Knights	45.35	200.00	44.00	201.35
3327 03	HACP	100.00	-0-	-0-	100.00
3328 03	Rezoomers	280.00	-0-	36.20	243.80
3329 03	KC & The Pipettes	140.35	-0-	76.36	63.99
3330 03	PM Assoc. Degree Nursing	328.00	2,421.64	2,666.63	83.01
3331 03	Auto Body Club	200.00	567.01	696.22	70.79
3332 03	Mugaarploegs Club	-0-	30.13	-0-	30.13
3503 06	Boone College Choir	1,545.77	1,467.79	1,541.44	1,472.12
3505 06	Boone Drama Dept.	366.57	463.00	115.89	713.68
3515 06	Boone Nursing Stud. United	437.89	20.00	88.06	369.83
3517 06	PHI BETA LAMDA Boone	321.60	922.16	1,132.90	110.86
3518 06	PHI THETA KAPPA Boone	168.93	70.00	-0-	238.93
3519 06	Boone Recreation Club	(157.43)	784.95	1,088.16	(460.64)
3528 06	Boone Cheerleaders	71.37	206.78	236.93	41.22
	TOTALS	<u>\$ 22,334.53</u>	<u>\$45,909.47</u>	<u>\$38,148.22</u>	<u>\$30,095.78</u>

FEDERAL FUNDED PROJECTS

BUDGET

EXPENDED

ENCUMBERED

BUDGET  
BALANCE

Dec. 31, 78

ACCT. NO.

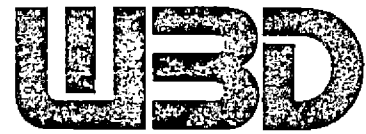
ACCOUNT NAME

3206 03	AIDP Admin.	\$ 45,200.00	\$ 89,025.00	\$ -0-	\$(43,825.00)
3207 03	AIDP Student Services	282.00	470.60	-0-	(188.60)
3208 03	AIDP Curric. & Instruction	1,989.00	4,021.03	-0-	(2,032.03)
3210 03	AIDP Career Ed. Devel.	70,279.00	16,475.00	11,636.02	42,167.98
3211 03	AIDP Mgt. Effectiveness	56,109.00	13,713.82	7,221.50	35,173.68
3214 03	CHESS	* -0-	16,692.45	6,597.79	(23,290.24)
3221 03	Veterans Affairs	* -0-	7,553.34	8,850.00	(16,403.34)
3221 13	Veterans Affairs FY 78 Cont.	* -0-	2,973.23	-0-	(2,973.23)
3223 03	Career Program Assessment	7,251.00	7,455.09	-0-	(204.09)
3224 03	AIDP Fundraising	14,691.00	12,176.22	3,918.74	(1,403.96)
3250 03	NEH Labor Studies	2,109.00	2,109.17	-0-	(.17)
3251 03	EPDA Sex Stereo Workshop	13,314.00	13,623.67	-0-	(309.67)
3255 03	New Humanities Consultant	4,058.00	705.22	-0-	3,352.78
3256 03	IPA Grants Management	<u>5,774.00</u>	<u>6,011.15</u>	<u>-0-</u>	<u>(237.15)</u>
TOTALS		<u>\$221,056.00</u>	<u>\$193,004.99</u>	<u>\$38,224.05</u>	<u>\$(10,173.04)</u>

\* Budgets Pending

AUXILIARY SERVICES

ACCT NO.	ACCOUNT NAME	BUDGET	EXPENDED	ENCUMBERED	BUDGET	CHARGE
					BALANCE	BACK
					Dec. 31, 78	INCOME
3400 03	Word Processing	\$ 92,418.00	\$ 40,134.94	\$30,869.61	\$21,413.45	\$20,814.52
3401 03	Printing & Repro.	113,698.00	116,021.76	40,911.47	\$43,235.23)	49,155.79



DMACC BOARD PRESENTATION -- JANUARY 8, 1979

DESIGN CONCEPT - DMACC URBAN CENTER

1. Presentation of Master Plan and Concept - Ken Bussard/Rod Kruse
2. Discussion of Budget/Estimate - Ken Bussard
3. Presentation of Time Line - Ken Bussard

WILKINS BUSSARD DIKIS LTD.  
ARCHITECTS PLANNERS  
414 SIXTY-FIRST STREET  
DES MOINES, IOWA 50312  
AREA CODE (515) 274-4074

## BUDGET/ESTIMATE

Design Concept - DMACC Urban Center  
DMACC Board Presentation - January 8, 1979

### Budget - Prepared by DMACC Dated October 10, 1978

Building Costs (30,000 SF)	\$1,530,000.00
Parking and Site Development	255,000.00
Building Fixed Equipment	50,000.00
Equipment Relocation	<u>10,000.00</u>
<b>Total Project Budget</b>	<b><u>\$1,845,000.00</u></b>

### Estimate - Prepared by Wilkins Bussard Dikis January 8, 1979

Building Costs* (30,700 SF) (Dodge Conceptual Budget Analysis) * includes equipment relocation	\$1,606,406.00
Parking and Site Development	
Earthwork/Sod/Landscaping	\$ 45,980.00
Walls/Walks/Courts	51,885.00
Curb/Gutter/Paving	174,180.00
Site Utilities/Lighting/Drainage	32,100.00
Signage	<u>5,000.00</u>
	<u>309,145.00</u>
<b>Total Estimate</b>	<b><u>\$1,915,551.00</u></b>

Overage - (\$1,915,551.00 - \$1,845,000.00)      \$ 70,551.00 (3.8%)

### Possible Cost Considerations (Alternates)

#### Building:

1. Non-relocatable partitions versus relocatable	Save \$15,000.00
2. Conventional lay-in ceiling versus metal-faced a. c. panels	Save 15,000.00
3. Reduce quality of floor materials	Save 9,000.00
4. Change corridor material to block	Save <u>3,000.00</u>
	<u>\$42,000.00</u>



## Site Development:

1. Hydro seed versus sod	Save \$ 6,000.00
2. Reduce interior walks	Save 22,000.00
3. Delete new curb on west side of 8th Street	Save 5,000.00
4. Defer re-surfacing of Laurel and 8th Streets	Save 12,000.00
5. Substitute asphalt curb for concrete curb	Save 29,000.00
6. Eliminate all sidewalks on 7th and 8th Streets	Save <u>7,000.00</u>
	\$81,000.00

Total \$120,000.00

RECEIVED JAN 2 1979

DODGE CONCEPTUAL BUDGET ANALYSIS  
A SERVICE OF DODGE BUILDING COST SYSTEMS/WOOD & TOWER  
POST OFFICE BOX 600  
HIGHTSTOWN, NEW JERSEY 08520

WILKINS-BUSSARD-DIKIS  
414 61ST.  
DES MOINES, IOWA 50312

COLLEGE EDUC. OFFICE BLDG.  
DES MOINES, IOWA

DECEMBER 28, 1978

ANALYSIS NO. 1820

DESCRIPTION	LABOR	MATERIAL	TOTAL	SQ FT
FOUNDATIONS	22,182	17,890	40,072	1.30
FLOORS ON GRADE	15,126	20,067	35,193	1.14
SUPERSTRUCTURE	108,131	292,095	400,226	12.96
ROOFING	9,010	10,398	19,408	0.63
EXTERIOR WALLS	56,540	149,787	206,327	6.68
PARTITIONS	53,267	56,400	109,667	3.55
WALL FINISHES	29,144	13,196	42,340	1.37
FLOOR FINISHES	14,070	41,217	55,287	1.79
CEILING FINISHES	28,551	42,446	70,997	2.30
CONVEYING SYSTEMS	11,152	28,243	39,395	1.28
FIXED EQUIPMENT	0	71,740	71,740	2.32
HVAC	134,642	86,667	221,309	7.17
PLUMBING	42,970	51,194	94,164	3.05
ELECTRICAL	121,274	79,007	200,281	6.49
TOTAL	646,059	960,347	1,606,406	52.03

ABOVE COST IS BASED ON CURRENT WAGES  
AND PRICES FOR THE ZIP CODE AREA 50314,  
AND INCLUDES MARK-UPS FOR OVERHEAD & PROFIT,  
TAXES AND INSURANCE, GENERAL CONDITIONS AND  
SALES TAX ON MATERIALS.  
IT ALSO INCLUDES AN INFLATION FACTOR OF 4.0%

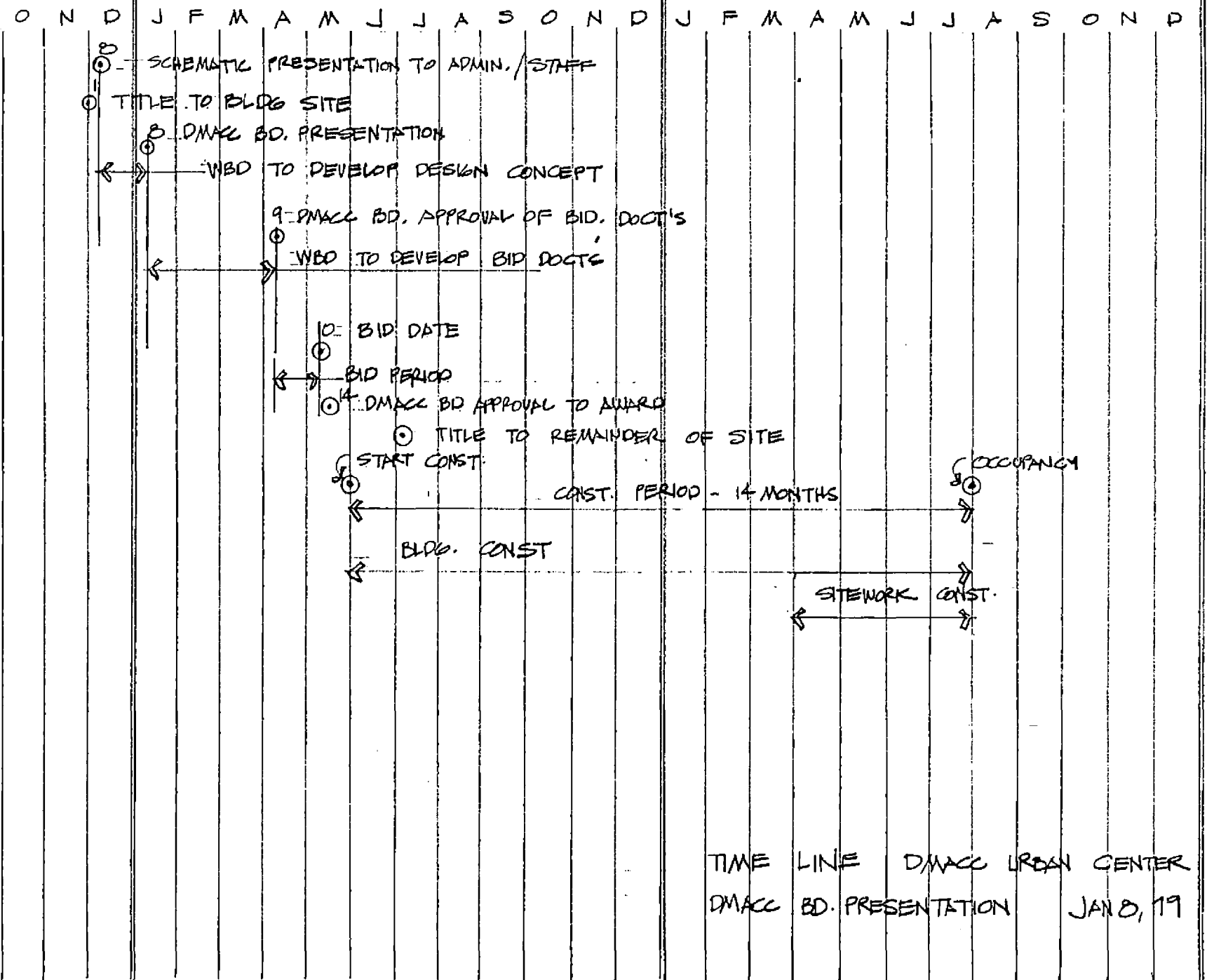


Project:

1978

1979

1980



TIME LINE DMACC URBAN CENTER  
 DMACC BD. PRESENTATION JAN 8, 19

RECEIVED

DEC 19 1978

BUSINESS MANAGEMENT

Joint Meeting of AEA 11 and  
Des Moines Area Community  
College Boards of Directors  
December 11, 1978  
Heartland Education Agency

BOARD MEMBERS PRESENT:

Des Moines Area Community College: Maurice Campbell, Ray Clark, Murray Goodman, Walter Hetzel, Donald Rowen, Ted Nemmers.

Area Education Agency 11: E. E. Andrews, Dean R. Cox, Dr. Michael J. Hall, Dr. Richard Herrnsstadt, Dr. Richard Lampshire, Ralph I. Lynn, John R. McKee, Ralph Pratt, Mrs. Karen Williams.

The meeting was called to order at 5:34 p.m. by Area College Board President, Mr. Maurice Campbell.

The minutes of the joint meeting of September 11, 1978 were presented for approval. It was moved by GOODMAN, seconded by CLARK, that the minutes be approved as read. MOTION CARRIED.

Mr. Steve Halstead, Coordinator of the Mobile Career Exploration Program, distributed information on the program to board members present. Mr. Halstead reviewed the formation of the exploration program, the schools and students served, and the cost since its existence. He pointed out that the cost for 1979-80 will be somewhat less than present year costs due to the position of coordinator being cut to a half-time position.

Mr. Jim Wolter, Project Specialist-Career Education, reported the results of an evaluation of the program. He reported that overall the program was felt to be very worthwhile by the students who have participated in it and they indicated they would not hesitate to take part again. Mr. Wolter reported that the program has an advisory committee comprised of local school district superintendents who meet to discuss the exploratory programs to be offered and formulate a budget for operation of the programs.

Discussion followed with questions being raised from board members relating to cost of program per pupil hour, cost of replacement of the mobile units, possibility of laypeople serving on the advisory committee, seeking of federal funding of the program, and use of computer terminals within this program.

It was discussed that the next joint meeting scheduled for February 12 should include visitation of one of the mobile career units. It was the feeling on the part of some board members that a visit to the unit could be done on one's own time; that a meeting of the two boards should be held for discussion of joint areas of cooperation.

Eugene Snyders, Board Secretary of the Area College Board, reported on the Statewide Computer System, indicating no action had been taken by the State Board on the consortium plans as yet. He stated that the State Comptroller's Office has offered to make IBM equipment available in the amount of \$1,250,000 to the system and it appears the state will proceed with utilizing IBM equipment in the system. Mr. Snyders commented that Mid-Iowa who uses Burroughs equipment is serving the needs of Area 11 schools. Mr. Miller, Administrator of Heartland, stated he felt the colleges and local school districts should be on separate computer systems as their needs are different.

It was moved by HALL, seconded by HERRNSTADT, that the two boards meet with specific ideas for areas of cooperation for discussion at a time to be decided upon by Administrator Miller and Superintendent Lowery. This meeting is to be separate from the regular board meeting night of each board. MOTION CARRIED.

There being no further business to come before the board, the meeting was adjourned at 6:50 p.m.

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Barbara Purdue, Recording Secretary  
Area Education Agency 11

DMACC/HEARTLAND AEA  
MOBILE CAREER EXPLORATION PROGRAM

During the past seven to eight years, student understandings related to career choice and job options have been a major concern of school districts in merged Area 11. The legislature enacted the following measure to insure that career education would be available for all the students of Iowa.

LEGISLATION Code of Iowa, Chapter 280.9, Career Education

The board of directors of each local public school district and the authorities in charge of each nonpublic school shall incorporate into the educational program the total concept of career education to enable students to become familiar with the values of work-oriented society. Curricular and cocurricular teacher-learning experiences from the pre-kindergarten level through grade twelve shall be provided for all students currently enrolled in order to develop an understanding that employment may be meaningful and satisfying. However, career education does not mean a separate vocational-technical program is required. A vocational-technical program includes units or partial units in subjects which have as their purpose to equip students with marketable skills.

Essential elements in career education shall include, but not be limited to:

1. Awareness of self in relation to others and the needs of society.
2. Exploration of employment opportunities and experience in personal decision making.
3. Experiences which will help students to integrate work values and work skills into their lives.

The Department of Public Instruction's Career Education Model generally calls for awareness at the elementary level, exploration at the junior high level, and experience at the high school level. The elementary schools have for the most part, geared up for their responsibility and have implemented some very exciting awareness programs.

The high schools have met the experience component through programs such as vo-ag, building trades, auto mechanics, office education, etc., for the vocationally inclined with "college prep" courses for those aiming at four year institutions of higher learning.

The junior high (in reality up to 10th grade) have experienced great difficulty in providing the exploration aspect. Commercially available programs are quite expensive and place heavy loads on the teaching staff. The rural schools have been perhaps less able to provide the exploratory opportunities.

The Mobile Career Exploration Program was created to help schools fill this void. Three self-contained mobile classrooms are outfitted and staffed to provide hands-on exploration in some 80 different career areas. In this way, would-be plumbers cut, ream, thread, join, sweat solder, and plumb a wall section. With this information the student is then in a better position to decide if he/she is interested in further investigations perhaps through shadowing and/or work experience.

Traditionally, the major problem with MCEP has been one of costs. Professional staffs cost money and although MCEP was (and is) able to provide career exploration cheaper than the local school could, the choice became one of whether to provide career exploration (i.e. with MCEP) or not. Too many schools have been forced to the second option.

The joint venture of the college and Heartland has allowed the cost to schools to be \$1,000. This brought the program into reach for several schools but is still too much for a number of others. A recent survey of schools indicating that they did not wish to participate in the MCEP for the 1979-1980 school year indicated that cost was the reason in 80 percent of the cases (12 of 15 replies). Only through the continued support of these two boards can we provide these opportunities.

Assuming this support, we project that we will be serving about the same number of schools next year with perhaps a small decline in the number of students.

DMACC/HEARTLAND AEA  
MOBILE CAREER EXPLORATION PROGRAM

SCHOOLS SERVED (and numbers of students) 1978-1979

Y.J.B.	(101)	*CARLISLE	(140)
MANNING	(128)	*PLEASANTVILLE	(120)
COON RAPIDS	(175)	*KNOXVILLE	(150)
CARROLL	(141)	*ANKENY	(350)
KUEMPER	(189)	*MAXWELL	(100)
AR-WE-VA	(136)	*NEVADA	(130)
GLIDDEN-RALSTON	( 76)	*COLLINS	(100)
GUTHRIE CENTER	( 63)	*GILBERT	(120)
PANORA-LINDEN	( 71)	*NORTH POLK	(100)
ADAIR-CASEY	( 86)	*NESCO	(110)
EARLHAM	(122)	*UNITED	( 75)
	1288		
*WINTERSET	(135)	*OGDEN	(100)
*MONROE	( 95)	*GRAND	<u>(100)</u>
			3333
*PRARIE CITY	(120)		

\*estimated number of students participating



DMACC/HEARTLAND AEA  
MOBILE CAREER EXPLORATION PROGRAM  
FINANCIAL REPORT

1978-1979

INCOME:

<u>Source</u>	<u>Amount</u>
Schools	\$25,400
Heartland	23,850
DMACC	<u>35,650</u>
TOTAL	\$84,900

EXPENDITURES:

Salaries and Benefits	\$73,800
Services (maintenance and repair, printing, car rent)	4,600
Materials, Supplies, Travel (gas, oil, supplies, in- state travel)	6,000
Equipment	<u>500</u>
TOTAL	\$84,900

1979-1980

PROPOSED BUDGET

Salaries & Benefits	\$63,600
Services	5,400
Materials, Supplies & Travel	6,100
Equipment	<u>500</u>
TOTAL	\$75,600

DMACC/HEARTLAND AEA  
MOBILE CAREER EXPLORATION PROGRAM

SCHOOLS SIGNED UP FOR '79-'80 (a partial list)

*ANKENY (2 weeks)	*(KUEMPER)
*AR-WE-VA	*MANNING
BAXTER	*MONROE
*CARLISLE	*NESCO
*CARROLL	*NEVADA
*COON RAPIDS	*OGDEN
DALLAS	*PLEASANTVILLE
*GLIDDEN-RALSTON	SOUTHEAST WARREN
*GUTHRIE CENTER	*UNITED
*KNOXVILLE	*Y.J.B.

\*served in 1978-79 school year

REVISED

DES MOINES AREA COMMUNITY COLLEGE  
MOBILE CAREER EXPLORATION PROGRAM  
1978 - 1979

NOTE: Each school will be contacted by the coordinator about three or four weeks prior to the trailers arrival to aid in scheduling and working out problems. (The trailers will be moved on the weekends.)

SCHOOL	UNIT	DATE
YJB	Business Occupations	9/18/78 - 9/22/78
	Trade & Industrial	9/25/78 - 9/29/78
	Service Occupations	10/2/78 - 10/6/78
Manning	Trades & Industrial	9/18/78 - 9/22/78
	Service Occupations	9/25/78 - 9/29/78
	Business Occupations	10/2/78 - 10/6/78
Coon Rapids	Service Occupations	9/18/78 - 9/22/78
	Business Occupations	9/25/78 - 9/29/78
	Trades & Industrial	10/2/78 - 10/6/78
<hr/>		
Carroll	Business Occupations	10/9/78 - 10/13/78
	Trades & Industrial	10/16/78 - 10/20/78
	Service Occupations	10/23/78 - 10/27/78
Kuemper	Trades & Industrial	10/9/78 - 10/13/78
	Service Occupations	10/16/78 - 10/20/78
	Business Occupations	10/23/78 - 10/27/78
AR-WE-VA	Service Occupations	10/9/78 - 10/13/78
	Business Occupations	10/16/78 - 10/20/78
	Trades & Industrial	10/23/78 - 10/27/78
<hr/>		
Glidden-Ralston	Business Occupations	10/30/78 - 11/3/78
	Trades & Industrial	10/30/78 - 11/3/78
	Service Occupations	10/30/78 - 11/3/78
<hr/>		
Guthrie Center	Business Occupations	11/6/78 - 11/10/78
	Trades & Industrial	11/13/78 - 11/17/78
	Services Occupations	11/27/78 - 12/1/78
	Open	12/4/78 - 12/8/78
Panora-Linden	Trades & Industrial	11/6/78 - 11/10/78
	Service Occupations	11/13/78 - 11/17/78
	Open	11/27/78 - 12/1/78
	Business Occupations	12/4/78 - 12/8/78

Adair-Casey	Service Occupations	11/6/78 - 11/10/78
	Open	11/13/78 - 11/17/78
	Business Occupations	11/27/78 - 12/1/78
	Trades & Industrial	12/4/78 - 12/8/78
Earlham	Open	11/6/78 - 11/10/78
	Business Occupations	11/13/78 - 11/17/78
	Trades & Industrial	11/27/78 - 12/1/78
	Services Occupations	12/4/78 - 12/8/78
<hr/>		
Winterset	Business Occupations	12/11/78 - 12/15/78
	Trades & Industrial	12/11/78 - 12/15/78
	Service Occupations	12/11/78 - 12/15/78
<hr/>		
Monroe	Business Occupations	1/2/79 - 1/12/79
	Trades & Industrial	1/15/79 - 1/19/79
	Service Occupations	1/22/79 - 1/26/79
	Open	1/29/79 - 2/2/79
Prairie City	Trades & Industrial	1/2/79 - 1/12/79
	Service Occupations	1/15/79 - 1/19/79
	Open	1/22/79 - 1/26/79
	Business Occupations	1/29/79 - 2/2/79
Carlisle	Service Occupations	1/2/79 - 1/12/79
	Open	1/15/79 - 1/19/79
	Business Occupations	1/22/79 - 1/26/79
	Trades & Industrial	1/29/79 - 2/2/79
Pleasantville	Open	1/2/79 - 1/12/79
	Business Occupations	1/15/79 - 1/19/79
	Trade & Industrial	1/22/79 - 1/26/79
	Service Occupations	1/29/79 - 2/2/79
<hr/>		
Knoxville	Business Occupations	2/5/79 - 2/9/79
	Trades & Industrial	2/5/79 - 2/9/79
	Service Occupations	2/5/79 - 2/9/79
<hr/>		
Ankeny	Business Occupations	2/12/79 - 2/23/79
	Trades & Industrial	2/12/79 - 2/23/79
	Service Occupations	2/12/79 - 2/23/79

Maxwell	Business Occupations	3/26/79 - 3/2/79
	Trades & Industries	3/5/79 - 3/9/79
	Service Occupations	3/12/79 - 3/16/79
Nevada	Trades & Industries	2/26/79 - 3/2/79
	Service Occupations	3/5/79 - 3/9/79
	Business Occupations	3/12/79 - 3/16/79
Collins	Service Occupations	2/26/79 - 3/2/79
	Business Occupations	3/5/79 - 3/9/79
	Trades Industries	3/12/79 - 3/16/79

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Gilbert	Business Occupations	3/19/79 - 3/23/79
	Trades & Industries	3/26/79 - 3/30/79
	Service Occupations	4/2/79 - 4/6/79
North Polk	Trades & Industries	3/19/79 - 3/23/79
	Service Occupations	3/26/79 - 3/30/79
	Business Occupations	4/2/79 - 4/6/79
NESCO	Service Occupations	3/19/79 - 3/23/79
	Business Occupations	3/26/79 - 3/30/79
	Trades & Industries	4/2/79 - 4/6/79

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United	Business Occupations	4/9/79 - 4/20/79
	Trades & Industries	4/23/79 - 4/27/79
	Service Occupations	4/30/79 - 5/4/79
Ogden	Trades & Industries	4/9/79 - 4/20/79
	Service Occupations	4/23/79 - 4/27/79
	Business Occupations	4/30/79 - 5/4/79
Grand	Service Occupations	4/9/79 - 4/20/79
	Business Occupations	4/23/79 - 4/27/79
	Trades & Industries	4/30/79 - 5/4/79

JOINT MEETING OF BOARD OF DIRECTORS  
OF  
HEARTLAND AREA EDUCATION AGENCY  
AND  
DES MOINES AREA COMMUNITY COLLEGE  
Monday, December 11, 1978

5:30 P.M. CALL TO ORDER AT HEARTLAND AREA EDUCATION AGENCY

1. APPROVAL OF MINUTES - September 11 meeting
  
2. NEW BUSINESS
  - A. Report on Mobile CEC - S. Halstead and J. Walters

6:00 P.M. ADJOURN

Note: The next joint meeting is scheduled for February 12, 1979.  
We will tour the Mobile CEC trailers at that time.

*Snyders*

DES MOINES AREA COMMUNITY COLLEGE  
Regular Board Meeting  
December 11, 1978  
Ankeny Campus - Bldg. 2 - Room 15

AGENDA

6:15 P.M. DINNER - DMACC Cafeteria

7:00 P.M. CALL TO ORDER

1. PUBLIC COMMENTS

2. APPROVAL OF MINUTES - November 13 regular meeting and  
November 20 special meeting

3. REPORTS

A. ICASB - Rowen

B. MIECC & Data Processing - Hetzel and Snyders

C. Area Supts. - Lowery

D. AVA Convention - Lowery

E. Legislative Activity - CAT representatives, Rowen, Lowery, Clarkson

F. Monthly financial

4. COMMUNICATION

5. UNFINISHED BUSINESS

6. NEW BUSINESS

A. Personnel report.

B. Recommend approval of a joint contract under Chapter 28E of the Code between DMACC and the following high schools for the purpose of providing pre-career and career educational offerings to high school students for the 1978-79 school year:

Adair-Casey	Ankeny <sup>(2)</sup>	Carlisle
Carroll	Carroll Kuemper	Coon Rapids
Earlham	Gilbert	Glidden-Ralston
Guthrie Center	Knoxville	Manning
Monroe	Nesco	Nevada
North Polk	Ogden	Panora-Linden
Pleasantville	Prairie City	United
Winterset	Y-J-B	Collins
Maxwell	Grand	Ar-We-Va

C. Consideration of bad debt write off.

D. Acceptance of Phase IIIA, Part 3, Parking Lot improvements project and authorize final payment of 10% of contract in the amount of \$19,589.20 to Iowa Road Builders.

6. NEW BUSINESS (continued)

E. Recommend appointment of the following advisory committee members:

Health Care Administration - Norman Gunsolley, Clear Lake, 3-year term, addition.

Ankeny Office Occupations - Anita Hatfield, Des Moines, 2-year term, addition.

Copy Reproduction - Paul Gengler, West Des Moines, 1-year term, replacement.

- Jim Shimpaugh, Des Moines, 3-year term, addition.

7. OTHER

A. ACCT national legislative seminar, Washington, D.C., February 25-27.

B. General Advisory Committee dinner, 7:00 p.m., December 12, Executive Dining Room, Ankeny campus.

8. PRESENTATION OF CLAIMS AND ACCOUNTS

9. ADJOURNMENT



*Simple as*

DES MOINES AREA COMMUNITY COLLEGE  
Regular Board Meeting  
Monday, December 12, 1977  
Ankeny Campus - Bldg. #2 - Room 15  
AGENDA

7:00 P.M. CALL TO ORDER

1. PUBLIC COMMENTS

a. Clay Robertson - student activities budget

2. APPROVAL OF MINUTES - November 14 regular meeting and  
November 28 special meeting

3. REPORTS

- a. ICASB - Kreager
- b. Mid-Iowa Educational Computer Center - Hetzel
- c. Legislation and funding - Lowery
- ✓ d. Monthly financial - Snyders

4. COMMUNICATION

5. UNFINISHED BUSINESS

6. NEW BUSINESS

- a. New Personnel
  - (1) Arlin Dempster, Machine Shop, Ankeny
  - (2) Anita Joan Deitrick, ADN, Ankeny
- b. Resignations
  - (1) Eldon Bergstrom, Student Life Specialist with AIDP project, November 30, 1977
- c. Leave of Absence Without Pay
  - (1) Joan Adams, Nursing, 1/2 day, November 23, 1977
  - (2) Virjama Hamilton, English, Boone, 1 day, January 3, 1978
- ✓ d. Consideration of contract with Department of Transportation for disposal of 18 acres of Ankeny campus land within right-of-way for Highway #415.
- ✓ e. Final acceptance of Phase IIIA, Part 1, parking lot project, and authorization for final payment to Iowa Road Builders in the amount of \$16,588.69 forty days after date of acceptance.
- ✓ f. Resolution to offer student constructed house for sale (905 SE Wanda Drive, Ankeny) and establish "listing" price for same.
- ✓ g. Appointment of DMACC board representative to the MIECC Board to serve for a 3-year term.
- h. Consideration of personnel contract changes.

6. NEW BUSINESS (continued)
  - i. Consideration of proposed board meeting schedule.
  - j. Consideration of board policy concerning overtime pay for classified, support and administrative personnel.
7. OTHER
8. PRESENTATION OF CLAIMS AND ACCOUNTS
9. ADJOURNMENT