

Des Moines Area Community College

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Board of Directors Meeting Minutes

2-12-1979

Board of Directors Meeting Minutes (February 12, 1979)

DMACC

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Des Moines Area Community College
2006 S. Ankeny Boulevard
Ankeny, Iowa 50021

REGULAR MEETING
FEBRUARY 12, 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 February 12, 1979. The meeting was called to order at 5:30 p.m. by Vice President Eldon Leonard.

ROLL CALL

Members Present: Eldon Leonard
Walter Stover, Jr.
Donald Rowen
Theodore Nemmers
Walter Hetzel
Max Kreager
Raymond Clark

Members Absent: Maurice Campbell
Murray Goodman

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

APPROVAL OF
OF AGENDA

It was moved by W. Stover, seconded by T. Nemmers that the Board Agenda for February 12, 1979 be amended, due to an emergency circumstance, to include under the caption of Unfinished Business, "Consideration of an offer to buy," received on student constructed house located at 734 SE 10th Street, Ankeny.

Motion passed.

APPROVAL OF
MINUTES

It was moved by T. Nemmers, seconded by M. Kreager, that the January 8, 1979 Board Minutes be amended to insert Ankeny between the and student in the motion to "approve the Board of Realtors to handle the sale of student built houses" and that the amended motion be approved.

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.

FULL-STATUS
CONTRACTS

It was moved by D. Rowen, seconded by M. Kreager, that full status contracts be given to the following Instructors to be effective two years after initial employment date.

<u>Name</u>	<u>Date of Service</u>
Linda Applegate Personal Services Instructor Student Life	February 7, 1977
Christine A. Dencklau A.D.N. Instructor Career Education	January 3, 1977
Richard Silver Tool & Die Instructor Career Education	December 28, 1976
Barbara Waldron Nursing Instructor Career Education	January 28, 1977

Motion Passed.

RESIGNATIONS

It was moved by D. Rowen, seconded by M. Kreager, that the following resignation be accepted:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Janet Tidwell	Adult Education Instructor	January 12, 1979

Motion Passed.

It was moved by D. Rowen, seconded by M. Kreager, to change the original termination date of Joe Borgen, Vice President of Instruction from February 2, 1979 to January 24, 1979.

Motion Passed.

CONTRACT
CHANGES

It was moved by D. Rowen, seconded by M. Kreager, that the following contract changes be approved:

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Nancy Wright	Clerk/Steno II Student Life \$7,772	Admissions Representative Student Life \$13,220	January 15, 1979

Motion Passed.

CONTRACT
REINSTATEMENT

It was moved by D. Rowen, seconded by M. Kreager, that the following contract be reinstated from leave of absence without pay.

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Kriss W. Philips	Coordinator Arts & Sciences	January 22, 1979

LEAVE OF ABSENCE
WITHOUT PAY

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

Richard Finnestad, Coordinator, Student Services, Boone Campus,
3 days - December 27, 1978 to December 29, 1978.

Ruth H. Aurelius - Speech Instructor, Arts & Sciences
1 day - December 21, 1978.

Wanda L. Bilsing, Office Occupations Instructor, Career Education
2 days - July 2, 1979 to July 3, 1979.

Joanne Brown, English Instructor, Arts & Sciences
5 days - February 5, 1979 to February 9, 1979.

Richard L. Byerly, Assistant to President for Research & Development
Leave beginning January 8, 1979 for the duration of the legislative session.

Linda Carson, Instructor/Chairperson, Child Care, Career Education
2 days - February 13, 1979 to February 15, 1979.

Ann L. Grau, Nursing Instructor, Boone Campus, Career Education
4 days - January 2, 1979 to January 5, 1979.

Judy Koepsell, Child Care Instructor, Career Education
1 day - January 2, 1979

Susan S. Logsdon, Nursing Instructor, Career Education
8 days - February 14, 1979 to February 23, 1979

Ellen Maxwell, Child Care Instructor, Career Education
2 days - February 13, 1979 and January 16, 1979.

Motion Passed.

NEW
PERSONNEL

It was moved by D. Rowen, seconded by M. Kreager, 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>
Lois E. Sanchez	CHES Coordinator Special Services Urban Career Exploration Center	\$13,220	February 5, 1979
Valerie Ann Cole	Coordinator of Enrollment Records Admissions/Records Student Life	\$12,444	February 12, 1979

Motion Passed.

APPROVAL OF
REALTOR TO HANDLE
SALE OF STUDENT
BUILT HOUSE

It was moved by D. Rowen, seconded by W. Stover, Jr., that Halbur Realty Company be designated as realtor to handle the sale of the student constructed house in Carroll during calendar year 1979 at the commission rate of 6% of the selling price.

Motion Passed.

EXTENDED LISTING OF
ANKENY STUDENT
BUILT HOUSE

It was moved by W. Stover, Jr., seconded by R. Clark, that the listing contract with Select Realty for the sale of the Ankeny student built house located at 734 SE 10th Street, Ankeny, be extended for an additional 90 day period, commencing February 15, 1979.

Motion Passed.

APPOINTMENT OF
ADVISORY COMMITTEE
MEMBERS

It was moved by T. Nemmers, seconded by R. Clark, that the appointment of the following advisory committee members be approved.

- Respiratory Therapy - Bob Tilden, Des Moines,
two-year term, replacement
- Dr. Steve Zorn, Des Moines,
two-year term, replacement
- Nursing - Bonnie Ballard, Ankeny,
three-year term, replacement
- Dental Assistant - Dr. Conrad Youngman, Des Moines,
three-year term, addition
- Nancy Wickland, C.D.A., West Des Moines,
one-year term, addition
- Dr. Michael McGregor, Huxley,
three-year term, addition
- Nancy Kestel, Perry,
one-year term, addition

Agriculture
Equipment Technology
and Agriculture
Power & Equipment
(New Committee)

- Jon Perry, Des Moines,
three-year term
- Tom Hatch, Cedar Rapids,
three-year term
- Orville O'Hara, Bondurant
three-year term
- Alvin Johnson, Zearing,
two-year term
- Bud Ewing, Ankeny
two-year term
- Jerry Johnson, Zearing
two-year term
- Donald Manson, Des Moines
one-year term
- Stephen Bruns, Nevada,
one-year term
- Melvin Stukenberg, Des Moines,
one-year term

Motion Passed.

It was moved by M. Kreager, seconded by W. Hetzel, to approve entering into a contract with Davidson and Associates for study and evaluation of the base salary policy for physical plant and food services employees for the following cost:

\$ 9,800 for base salary policies
Based on 18-19 days on campus.

Upon a roll call vote, the results were as follows:

Ayes: Eldon Leonard
Donald Rowen
Theodore Nemmers
Walter Hetzel
Max Kreager
Raymond Clark

Nayes: W. Stover, Jr.

Motion Passed.

It was moved by W. Stover, Jr., seconded by D. Rowen, to approve DMACC to enter into a cooperative agreement with other area schools and area education agencies to purchase a computer software package from Midwest Systems Group (MSG) at a maximum cost of \$43,949 as outlined in Attachment #2, and authorize the Superintendent to sign on behalf of the College.

Motion Passed.

BASE SALARY
POLICY FOR PHYSICAL
PLANT AND FOOD
SERVICES EMPLOYEES

APPROVAL OF
COOPERATIVE
AGREEMENT TO
PURCHASE COMPUTER
SOFTWARE PACKAGE

CESS

Board Vice President, Eldon Leonard, declared the regular Board Meeting recessed at 6:30 p.m. for the purpose of a dinner break.

RECONVENE

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.

APPROVAL OF DMACC
AS COSIGNERS OF
AGREEMENT TO
PURCHASE (2) IBM
S 370/158 COMPUTERS

It was moved by M. Kreager, seconded by W. Stover, Jr., to approve DMACC to join with Area X and the remaining members of the East and West Consortia as cosigners in an agreement to purchase two (2) IBM S 370/158 computers from the State Comptroller's Office as outlined in Attachment #3, with approval of the State Department of Instruction and the Governor's Office and subject to legal counsel opinion, and authorize the Superintendent to sign on behalf of the College.

Motion Passed.

APPROVAL OF
EXPANSION OF
BOONE NURSING
PROGRAMS

It was moved by D. Rowen, seconded by W. Stover, Jr., to approve the expansion of the Boone Nursing programs to a full two-year program for the ADN students.

Motion Passed.

RESOLUTION TO
APPROVE SALE OF
STUDENT BUILT HOUSE

Director D. Rowen introduced Resolution No. 79-1 (attachment #4) entitled "Resolution Approving Sale of House," and moved it adoption. Director W. Hetzel seconded the motion to adopt.

Motion Passed.

WHEREUPON, the Vice President of the Board declared the Resolution duly adopted.

APPROVAL OF
EXPENDITURE TO
NORTH CENTRAL

It was moved by D. Rowen, seconded by W. Hetzel, to approve the expenditure of \$3,200 to pay for the North Central evaluation visit to DMACC on March 26, 1979 through March 28, 1979.

Motion Passed.

APPROVAL OF
AACJC DUES

It was moved by M. Kreager, seconded by D. Rowen, to approve the expenditure of \$910 for AACJC annual dues for the period of January 1, 1979 to December 31, 1979.

Motion Passed.

PHASE III
CONSTRUCTION
EXTENSION

It was moved by D. Rowen, seconded by R. Clark, that Option #1 as outlined in Attachment #5 be approved for a three year tax extension. The three year extension, plus the current 5-year levy, is to provide monies for all facilities shown on the second page of Attachment #5, titled Phase III Budget, including construction of the Data Processing Building and an addition to the Industrial Manufacturing Building. The college is to pursue purchase of an existing building at Carroll as an alternate to building a new facility. Upon a roll vote the following votes were cast:

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

Nays: None

RESOLUTION FOR
PLANT FUND TAX
LEVY EXTENSION

Director D. Rowen introduced Resolution No. 79-2 (Attachment #6) entitled "Resolution for Plant Fund Tax Levy Extension" and moved its adoption. Director R. Clark seconded the motion to adopt. The roll being called, the vote was as follows:

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

Nays: None

WHEREUPON, the Vice President of the Board declared the Resolution duly adopted.

CLAIMS AND
ACCOUNTS

It was moved by E. Leonard, seconded by D. Rowen, that the Claims and Accounts be approved as presented, Attachment #7.

Motion Passed.


SPECIAL
BOARD MEETING

A Special Board Meeting to discuss the proposed FY'80 Budget was set for February 20, 1979, at 7:30 p.m. to be held at Boone Campus.

ADJOURNMENT

It was moved by W. Stover, Jr., seconded by R. Clark, that the meeting be adjourned. Motion passed and meeting adjourned at 8:50 p.m.


EUGENE R. SNYDERS, Secretary


ELDON LEONARD, Vice President

DES MOINES AREA COMMUNITY COLLEGE
CASH POSITION REPORT
January 31, 1979

Attachment #1

General, Agency,
Auxiliary, Scholarship,
and Loan Funds
ANKENY STATE

Special
Plant Fund
BANKERS TRUST

Voted Tax
& Sinking Fund
BANKERS TRUST

CASH IN BANK:

Bal. Fwd. January 1, 1979	\$ (162,954.08)	\$ 50,718.63
Plus Receipts Jan. 1979	467,563.61	383,257.72
Less Disbursements Jan. 1979	<u>1,309,044.11</u>	<u>418,975.24</u>
Cash in Bank January 31, 1979	*(1,004,434.58)	15,001.11

INVESTMENTS:

Certificates of Deposit:

7.25% Due 4-30-80 (Stud. Act.)	20,000.00
6 % Due 6-16-79 (Stud. Act.)	6,000.00
10.25% Due 2-28-79	850,000.00
10.25% Due 3-30-79	450,000.00

Various Dates & Interest

	4,250,000.00	
8.0 % Due 5-15-79	210,000.00	
8.15% Due 6-15-79	175,000.00	
7.5 % Due 4-16-79	270,000.00	
8.3 % Due 7-16-79	108,000.00	
8.5 % Due 7-16-79	175,000.00	
8.75% Due 9-17-79	210,000.00	
9.625 Due 11-15-79	110,000.00	
9.875 Due 1-16-80	150,000.00	
10.0 % Due 6-29-79		134,000.00
9.0 % Due 6-29-79		186,000.00
9.75% Due 6-29-79		391,000.00

Savings Accounts (5%)

General Fund	1,252,805.52	
Student Activities	20,027.04	
Sinking Fund		65,299.39
Special Plant	<u>40,000.00</u>	

TOTAL INVESTMENTS	2,598,832.56	5,698,000.00	776,299.39
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TOTAL CASH IN BANK & INVESTMENTS	<u>1,594,397.98</u>	<u>5,713,001.11</u>	<u>**776,299.39</u>
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Footnote: *Daily deposits are made to Savings Account at Ankeny State Bank, and a zero balance maintained in the checking account, with automatic transfers made from Savings to Checking for exact amounts of checks which clear the bank. The deficit book balance shown in the Ankeny State Checking Account 1-31-79, represents outstanding checks.

**Loan payment of \$1,500,882.50 due 6-30-79 to Bankers Trust Co.

DES MOINES AREA COMMUNITY COLLEGE
BUDGET BALANCE REPORT
January 31, 1979

	<u>PUBLISHED & BOARD APPROVED BUDGET</u>	<u>WORKING BUDGET</u>	<u>AMOUNT ENCUMBERED</u>	<u>AMOUNT EXPENDED OR RECEIVED</u>	<u>WORKING BUDGET BALANCE</u>
GENERAL FUND DISBURSEMENTS:					
Arts & Science	\$ 1,994,368	\$ 2,003,985	\$ 621,797	\$ 863,740	\$ 518,448
Career Education	4,561,911	4,586,360	1,461,043	2,225,454	899,863
Career Exploration Center	176,595	176,035	61,951	77,925	36,159
Mobile Career Explor. Center	84,900	84,900	31,637	37,878	15,385
Adult Education	1,538,414	1,570,494	297,999	767,241	505,254
Vice President Instruction	103,654	103,453	22,750	66,840	13,863
Dean-Urban Campus	86,932	84,932	27,052	52,295	5,585
Dir. Western Attend. Center		40,029			40,029
Administration	1,254,329	1,267,504	286,501	713,375	267,628
Student Life	1,148,365	1,165,835	368,467	672,460	124,908
Learning Resources	476,637	496,191	124,160	271,763	100,268
Physical Plant	1,499,586	1,711,740	395,541	919,323	396,876
Subtotal	<u>12,925,691</u>	<u>13,291,458</u>	<u>3,698,898</u>	<u>6,668,294</u>	<u>2,924,266</u>
PSE Funded Accounts		15,034		10,574	4,460
CETA/Vocational Skills	406,694	384,700*	9,278	211,331	164,091
IPA Wastewater		11,327		106	11,221
IndoChina Project	39,881	75,561*		75,561	
Subtotal	<u>13,372,266</u>	<u>13,778,080</u>	<u>3,708,176</u>	<u>6,965,866</u>	<u>3,104,038</u>
Less De-Obligated Budget		(54,541)			(54,541)
GRAND TOTAL	<u>\$13,372,266</u>	<u>\$13,723,539</u>	<u>\$3,708,176</u>	<u>\$6,965,866</u>	<u>\$3,049,497</u>
GENERAL FUND REVENUE:					
Student Fees	\$ 171,000	\$ 171,000		\$ 115,965	\$ 55,037
Tuition	2,679,100	2,679,100		1,471,700	1,207,400
Property Taxes-Operation	1,724,431	1,681,611		902,086	779,525
Property Taxes-Tort	20,135	20,135		10,760	9,375
Property Taxes-Unemployment	36,412	36,412		18,849	17,563
State General Aid	5,539,337	5,593,837		4,195,378	1,398,459
State Vocational Aid	1,212,596	1,310,381		790,984	519,397
State Capital Outlay	253,800	236,250			236,250
Federal Aid:					
Workstudy	52,414	67,361			67,361
Vocational Aid	316,498	316,498			316,498
Special Needs	179,613	159,590			159,590
Adult Basic Ed.	114,655	132,283		36,730	95,553
CETA-Vocational Skills	406,694	384,700		151,378	233,322
IndoChina Project	39,881	75,561			75,561
IPA Wastewater		11,327			11,327
Public Service Employ.		15,034		9,112	5,922
Senior Citizens Project		3,234		2,235	999
Sales and Services	15,000	18,500		14,131	4,369
Other Revenue:					
Interest	10,000	65,000		59,531	5,469
Sales of Fixed Assets	15,000	15,000		14,208	792
Misc. & Transfers	6,000	16,000		7,417	8,583
Subtotal	<u>12,792,566</u>	<u>13,008,814</u>		<u>7,800,462</u>	<u>5,208,352</u>
Unrestricted Fund	579,700	714,725		714,725	
GRAND TOTAL	<u>\$13,372,266</u>	<u>\$13,723,539</u>		<u>\$8,515,187</u>	<u>\$5,208,352</u>
PLANT FUND DISBURSEMENTS:	<u>\$ 5,345,499</u>	<u>\$ 5,342,499</u>		<u>\$1,556,247</u>	<u>\$3,786,252</u>
PLANT FUND REVENUE:	<u>\$ 2,051,935</u>	<u>\$ 2,051,935</u>		<u>\$1,046,159</u>	<u>\$1,005,776</u>

Footnotes:

- Working budget for CETA/Vocational Skills adjusted to reflect amount funded during FY 79 for Federal Fiscal year ended Sept. 30, 1978 of \$99,847 plus 75% of budget for Federal FY started October 1, 1978 (75% of \$3,79,804) or \$284,853.
- IndoChina working budget adjusted to reflect amount expended prior to end of funding period 10-30-79.

DES MOINES AREA COMMUNITY COLLEGE
GENERAL FUND INTERIM BALANCE SHEET
JANUARY 31, 1979

----ASSETS----

Code

CASH & INVESTMENT

101	Cash in Bank - Checking	\$ (485,064)	
102	Petty Cash - Ankeny Checking	3,321	
103	Petty Cash - Boone Checking	5,000	
119	Cash in Bank - Payroll	10,000	
120	Returned Checks	4,705	
122	Petty Cash	2,070	
125	Cash Over or Short	(386)	
130	Investment in CD's	1,300,000	
131	Investment in Savings Account	1,058,146	
	TOTAL CASH & INVESTMENTS	\$1,897,792	\$1,897,792

ACCOUNTS RECEIVABLES

145	Due From Federal	54,722	
146	Due From Others	71,432	
	Budgeted Revenue FY 79	13,008,814	
	Less Amount Received	7,800,462	
	Balance to Receive	5,208,352	
	TOTAL ACCOUNTS RECEIVABLE		5,334,506

161	<u>EXPENDABLE SUPPLIES, INVENTORY</u>		26,328
162	<u>AUTO PARTS INVENTORIES</u>		17,941

169	<u>CONSTRUCTION WORK IN PROGRESS</u>		
	Carroll House #4 - Under Construction	30,685	
	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	54,842	
	Ankeny House #12 - Under Construction	64,342	
	Ankeny House #13 - Under Construction	31,537	
	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	13,121	
	TOTAL CONSTRUCTION WORK IN PROGRESS	277,125	277,125

TOTAL ASSETS		\$7,553,692
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DES MOINES AREA COMMUNITY COLLEGE
GENERAL FUND INTERIM BALANCE SHEET
JANUARY 31, 1979

----LIABILITIES----

Code

271 DEFERRED INCOME

DFAFS Funds (HEW Funded Projects	\$	318,103	
Iowa Script Funds from Prior Year		6,728	
IPA Projects - FY 78		1,390	
IPA Wastewater Project		11,327	
TOTAL DEFERRED INCOME		\$ 337,548	

201 ACCOUNT PAYABLE

Budgeted Expenditures FY 79	13,778,080		
Less Expended to Date	6,965,866		
Balance to be Expended			6,812,214

TOTAL LIABILITIES

\$7,149,762

311 UNRESTRICTED FUND BALANCE

Balance Forward, July 1, 1978		1,172,924	
Plus Audit Adjustment		273	
Revenue FY 79 to Jan. 31, 1979	7,800,462		
Disbursements FY 79 to Jan. 31, 1979	6,965,865		
Net Disbursements over Revenue		834,597	
FUND BALANCE JANUARY 31, 1979		2,007,794	

Working Budget Revenue FY 79	13,008,814		
Less Amount Received to 1-31-79	7,800,462		
Balance to be Received by 6-30-79			5,208,352

Working Budget Disbursements FY 79	13,778,080		
Less Disbursed to 1-31-79	6,965,866		
Balance to be Disbursed by 6-30-79			6,812,214

PROJECTED FUND BALANCE June 30, 1979

403,930

TOTAL LIABILITIES & FUND BALANCE

\$7,553,692

EIRC³ - WIRC
SOFTWARE PROCUREMENT
COST ANALYSIS

	(MASC) STUDENT SYSTEM (39%)	FINANCIAL # SYSTEMS (61%)	CURRENT MSG TOTAL COST (100%)	LEA## STUDENT SYSTEM
<u>SYSTEM DISTRIBUTION</u>				
ON-LINE (NEGOTIATED)	\$130,360	\$204,350	\$335,000	
BATCH ENHANCEMENT		*	*	
GRAND TOTAL	<u>\$130,360</u>	<u>\$204,350</u>	<u>\$335,000</u>	<u>\$100,000**</u>

EIRC³ - WIRC
SOFTWARE PROCUREMENT
COST ANALYSIS

	(MASC) STUDENT SYSTEM (39%)	FINANCIAL SYSTEMS (61%)	CURRENT MSG TOTAL COST (100%)	LEA## STUDENT SYSTEM
<u>AGENCY DISTRIBUTION</u>				
MASC				
NEGOTIATED COST	\$130,360	\$102,175	\$232,535	
BATCH ENHANCEMENT	---	*(.30)	*	
MASC TOTAL	\$130,360	\$102,175	\$232,535	---
AEA				
NEGOTIATED COST	---	\$102,175	\$102,175	
BATCH ENHANCEMENT	---	*(.70)	*	
AEA TOTAL	---	\$102,175	\$102,175	\$100,000**
GRAND TOTAL	\$130,360	\$204,350	\$335,000	\$100,000**

AEA SOFTWARE COST

ALGORITHM DATA

<u>AEA</u>	<u>STUDENT ENROLL. %</u>	<u>AEA BUDGET % FY 78</u>	<u>LEA %</u>	<u>% AVG.</u>	<u>100% PART.</u>	<u>80% PART.</u>
1	7.43	7.43	6.04	6.97	7,122	8,902
2	4.66	3.65	6.26	4.85	4,955	6,194
3	2.80	2.00	6.04	3.61	3,688	4,611
4	2.23	2.96	4.70	3.30	3,372	4,215
5	5.55	5.26	10.29	7.03	7,183	8,978
6	3.72	3.44	4.92	4.03	4,118	5,147
7	7.37	14.31	5.82	9.17	9,369	11,712
9	10.89	10.19	5.37	8.82	9,012	11,264
10	11.63	13.18	8.72	11.18	11,423	14,279
11	19.62	16.03	14.10	16.58	16,941	21,176
12	6.03	6.18	6.71	6.30	6,437	8,046
13	6.63	5.48	7.38	6.50	6,641	8,302
14	2.49	2.22	4.92	3.21	3,280	4,100
15	5.11	3.71	5.82	4.88	4,986	6,233
16	<u>3.84</u>	<u>3.96</u>	<u>2.91</u>	<u>3.57</u>	<u>3,648</u>	<u>4,559</u>
TOTAL	100.00	100.00	100.00	100.00	102,175	

MASC SOFTWARE COST
ALGORITHM DATA

AREA	ENROLL. FTEE % FY 78	BUDGET % FY 79	% AVG.	100% PART.	80% PART.
I	4.90	4.67	4.79	11,138	13,923
II	6.32	5.80	6.06	14,092	17,614
III	6.13	5.95	6.04	14,045	17,556
IV	2.35	2.44	2.40	5,581	6,976
V	7.14	6.80	6.97	16,208	20,260
VI	5.29	5.78	5.53	12,859	16,074
VII	7.35	7.66	7.50	17,440	21,800
IX	8.36	7.80	8.08	18,789	23,486
X	11.56	12.98	12.27	28,532	35,665
XI	15.28	14.96	15.12	35,159	43,949
XII	5.47	5.54	5.51	12,813	16,016
XIII	7.21	7.52	7.37	17,138	21,422
XIV	2.32	2.19	2.25	5,232	6,540
XV	5.91	5.29	5.60	13,022	16,278
XVI	<u>4.41</u>	<u>4.62</u>	<u>4.51</u>	<u>10,487</u>	<u>13,109</u>
TOTAL	100.00	100.00	100.00	232,535	

CONSORTIUM HARDWARE PROCUREMENT PROCEDUREDefinition of Terms:

Consortium Parent Agencies -

Merged Area School Corporations
Area Education Agencies

Financial leasing company -

Federal Leasing, Inc.

Consortiums -

Eastern Iowa Regional Computer Center Consortium (EIRC³)
Western Iowa Regional EDP Consortium (WIRC)

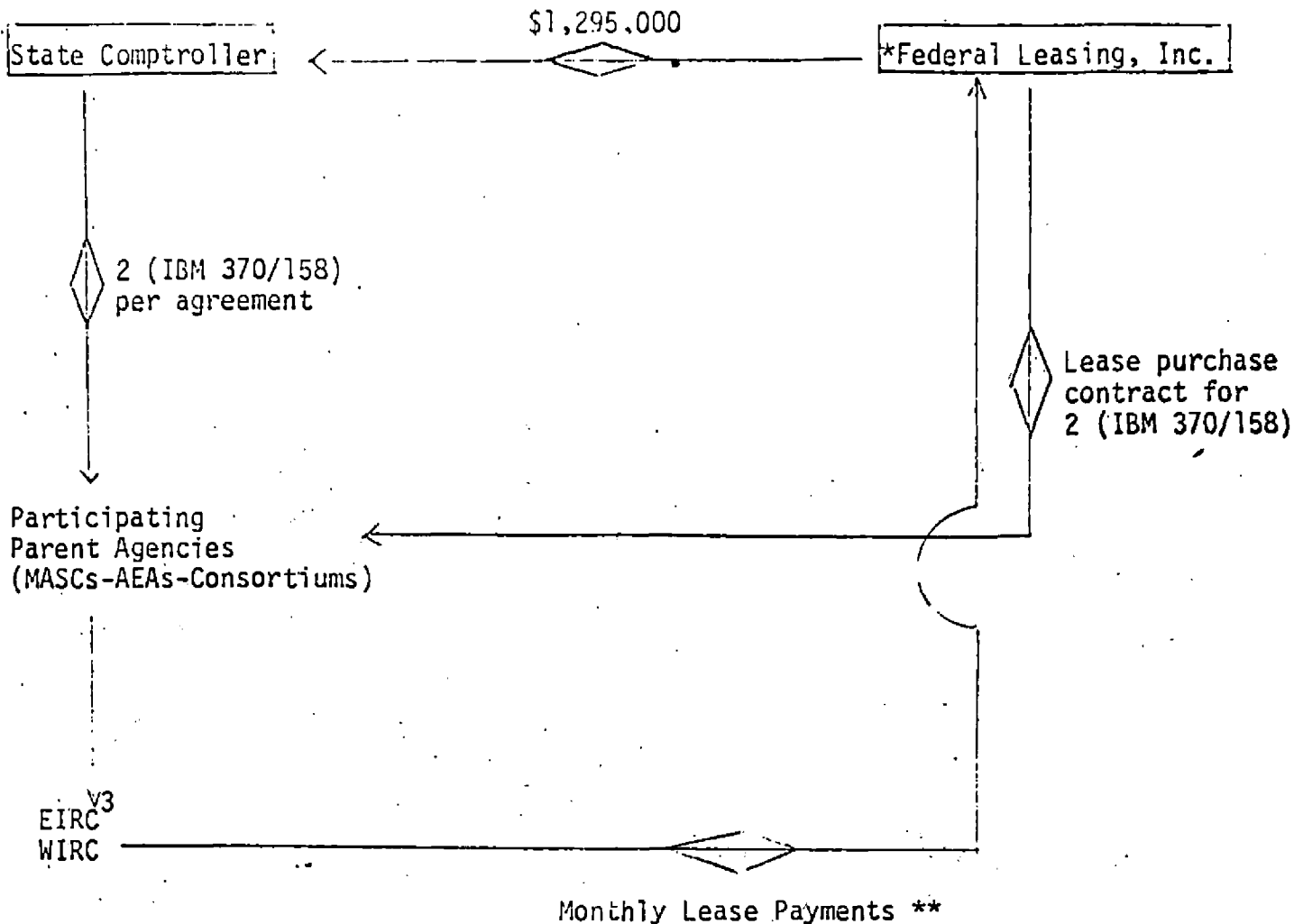
Consortium Request to Parent Agencies:

Since EIRC³ and WIRC have no financial history and since there remains a legal question on whether a 28E entity qualifies as a governmental body or a political sub-division within the meaning of Sec. 103A of the Internal Revenue Code, Federal Leasing, Inc. requires one or more of the Consortium parent agencies to enter into the contractual arrangement with the Consortiums to acquire the computer equipment from the State Comptroller, sell it to Federal Leasing, Inc. with a return lease-purchase arrangement. Only the Merged Area School Corporations qualify under the IRS Sec. 103A ruling.

Since it is estimated that the market value of the equipment will equal or exceed the remaining value owed Federal Leasing, no significant liability should be incurred by participating parent agencies. Federal Leasing is also willing to provide financial arrangements whereby no "up front" money is required to obtain this lease agreement. Further, the agreement for the operation of both EIRC³ and WIRC, approved by all parent agencies, contains an article on dissolution and asset distribution. The same procedure for asset distribution to parent agencies could be utilized for any liability responsibility of the Consortiums. Federal Leasing has done business with the State Comptroller's office, therefore, the contractual language has been reviewed and approved by state attorneys.

In the conceptual development of the Consortiums, Consortium board members expressed strong feelings that ownership be shared by all Consortium members rather than assumed by a single agency/member. This opportunity to participate in the ownership of the Consortium hardware meets this criteria. While Federal Leasing would require only one agency to assume this responsibility, it is desirable for the Consortiums parent agencies in both East and West share this effort.

The following flow-chart identifies the procedure of the transfer of funds, equipment and leasing contracts with accompanying payment schedules.



*State Comptroller Payment Schedule

**Federal Leasing Payment Schedule

February '79 - June 30, '79	-0-
July 1, '79 - June 30, '80 13 monthly payments @	\$20,000.00
July 1, '80 - June 30, '84 48 monthly payments @	\$28,576.00
June 30, '84 Clear ownership of the two (2) IBM 370/158's to be purchased for the Consortiums from Federal Leasing, Inc.	\$ 1.00

RESOLUTION APPROVING SALE OF HOUSE

WHEREAS, the Des Moines Area Community College previously purchased the following described real estate, to wit:

Lot 9 in Waywin Acres, Plat No. 1, an Official Plat,
in the City of Ankeny, Polk County, Iowa

(734 SE 10th Street, Ankeny, Iowa)

for the purpose of providing a site for the erection of a dwelling structure by Building Trades students at Des Moines Area Community College as a part of a regular course of study, with the intent that upon completion of said construction project the real estate and improvements erected thereon would be sold; and

WHEREAS, the construction project has now been completed and the real estate constitutes surplus property having no further school purpose; and

WHEREAS, the Board adopted, on October 9, 1978, a procedure for selling student constructed houses pursuant to Section 280A.23(7) of the 1977 Code of Iowa as amended by H.F. 2277 of the 1978 session of the 67th General Assembly; and

WHEREAS, pursuant to that procedure, Donald L. Helms and Bette L. Helms has submitted a bid for said real estate, said bid being in the sum of \$77,400.00, which is equal to the fair market value of the said real estate, with said bid to include an allowance for carpeting of \$2,000.00 and for payment of G.I. Loan points of \$2,400.00; and

WHEREAS, it is the opinion of the Board that the sale of said real estate for said sum is in the best interest of the Des Moines Area Community College;

NOW, THEREFORE, BE IT RESOLVED that, in accordance with the foregoing preambles, the bid of Donald L. Helms and Bette L. Helms in the sum of \$77,400.00, which includes allowances as noted above, for the purchase of real estate as described above, be accepted, and 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 Donald L. Helms and Bette L. Helms upon receipt of the consideration therefor in full.

Eldon Leonard
ELDON LEONARD, Vice President

ATTEST:

Eugene R. Snyder
EUGENE R. SNYDERS, Secretary

Possible Options for Extension of Plant Fund Levy

1. Ask for a three-year extension. Construct the Data Processing Building and the addition to the Industrial Manufacturing Building (existing Building No. 10) at an approximate cost of 2.4 million dollars. Pursue purchase of an existing Building at Carroll as an alternate to Building a new facility. Option No. 1 is the recommendation by the Institutional Planning Committee.
2. Ask for a four-year extension. Construct the Data Processing Building, addition to the Industrial Manufacturing Building, and a new Building at Carroll.
3. Ask for a two-year extension. Construct only those Buildings as listed in the Phase III Budget (Page 1.) This is the same plan presented to the voters in September 1978.

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Phase III Budget

For Discussion Only
February 5, 1979

1. Urban Center	\$2,036,000
2. Automotive Bldg. (Under Contract)	2,346,000
3. Student Services/Activities Bldg. (12/79 start)	2,620,000
4. Administrative Services Bldg. (12/79 start)	1,645,000
5. Carroll Facility	550,000
6. Data Processing Bldg. (9/80 start)	1,020,000
7. Addition to Industrial Manufacturing Bldg. (9/80 start)	1,020,000
8. Site development - Ankeny Campus Landscaping, Rec. Area, Lighting, Sidewalks, etc	\$350,000
Road Improvements - Resurface existing drive	21,000
- New access to Adm. Bldg.	94,000
Parking Lots - completed	362,000
- proposal	<u>195,000</u>
	1,022,000
9. Remodel Bldgs. 16, 17, 20, and 6	175,000
10. Greenhouse (1978 costs + 15%)	239,000
11. Energy Conservation (1978 costs + 15%)	497,000
12. Elevator at Boone - completed	<u>40,000</u>
13. Subtotal	13,210,000
14. Consultant Fees and Administrative Costs	1,057,000
15. Rent - Bldgs. 19, 20, and Boone thru 1984-85	826,000
16. Interest (Interest earned approximately equal to interest paid)	0
Budget Grand Total	<u><u>\$15,093,000</u></u>

Phase III Estimated Income

For Discussion Only
February 5, 1979

@ no valuation
increase after
1979-80

@ 3.3% valuation
increase after
1979-80

@ 6.6% valuation
increase after
1979-80

	@ no valuation increase after 1979-80	@ 3.3% valuation increase after 1979-80	@ 6.6% valuation increase after 1979-80
Carryover from Phase II	\$ 100,000	\$ 100,000	\$ 100,000
Sale of land to IDOT	52,000	52,000	52,000
Collected in 1977-78	1,651,672	1,651,672	1,651,672
Collect in 1978-79 (Based on actual valuation)	1,681,611	1,681,611	1,681,611
Collect in 1979-80 (Based on DPI estimate)	1,818,977	1,818,977	1,818,977
Collect in 1980-81	1,818,977	1,879,003	1,939,029
Collect in 1981-82	<u>1,818,977</u>	<u>1,941,010</u>	<u>2,067,005</u>
Five Year Total	8,942,214	9,124,273	9,310,294
Collect in 1982-83	1,818,977	2,005,064	2,203,427
Collect in 1983-84	<u>1,818,977</u>	<u>2,071,230</u>	<u>2,348,853</u>
Seven Year Total	12,580,168	13,200,567	13,862,574
Collect in 1984-85	<u>1,818,977</u>	<u>2,139,581</u>	<u>2,503,877</u>
Eight Year Total	\$14,399,145	\$15,340,148	\$16,366,451

FOR DISCUSSION ONLY
1/5/79

	<u>Square Feet</u>
Data Processing Building	
Four classrooms at 700 each	2,800
Two classrooms at 500 each	1,000
One double classroom	1,600
Key punch lab	1,500
Programming lab	1,400
Computer room	800
Offices for ten staff	750
Office for director and s/c area	250
Storage	400
Assignable space	<u>10,500</u>
Plus 30% unassignable	<u>4,500</u>
Gross space	15,000

Addition to Industrial Manufacturing Building	
Telecommunications (additional space)	1,600
Conditioned Air/Energy (mech. tech. to occupy present space)	6,900
Tool and Die (additional space)	<u>2,000</u>
Assignable space	10,500
Plus 30% unassignable	<u>4,500</u>
Gross space	15,000

RESOLUTION FOR PLANT FUND TAX LEVY EXTENSION

WHEREAS, Section 280A.22 of the Code of Iowa, as amended by House File 2137, provides that the voters in a merged area may, at the annual school election, vote a tax not exceeding twenty and one-fourth cents per thousand dollars of assessed value in any one year for a period not exceeding ten years for the purchase of grounds, construction of buildings, payment of debts contracted for the construction of buildings, purchase of buildings and equipment for buildings, and the acquisition of libraries, and for the purpose of maintaining, remodeling, improving or expanding the area vocational school or area community college of the merged area; and,

WHEREAS, the Board of Directors of the Des Moines Area Community College (Merged Area XI) are of the opinion that the levy of such tax for an additional three year period beginning with the 1981 tax levy payable in the fiscal year ending June 30, 1983 is reasonable and necessary for the proper operation of the merged area; and

WHEREAS, the Board of Directors therefore, believes that there should be submitted to the voters of the district at the annual school election to be held on September 11th, 1979, a question as to whether such a tax should be authorized.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE DES MOINES AREA COMMUNITY COLLEGE (MERGED AREA XI), as follows:

Section 1. That at the annual school election to be held on September 11th, 1979, there shall be submitted to the voters of the Des Moines Area Community College (Merged Area XI), the following special proposition:

"Shall the Board of Directors of the Des Moines Area Community College (Merged Area XI) in the Counties of Adair, Audubon, Boone, Carroll, Cass, Clarke, Crawford, Dallas, Greene, Guthrie, Hamilton, Hardin, Jasper, Lucas, Madison, Mahaska, Marion, Marshall, Polk, Poweskiek, Shelby, Story and Warren, State of Iowa, cause to continue to be levied a tax not to exceed twenty and one-fourth (20 1/4) cents per thousand dollars of assessed value in any one year for an additional period of three (3) consecutive fiscal years beginning with the 1981 tax levy payable in the fiscal year ending June 30, 1984, for any one or more of the following purposes: for the purchase of grounds; construction of buildings; payment of debts contracted for the construction of buildings, purchase of buildings and equipment for buildings and the acquisition of libraries; and for the purpose of maintaining, remodeling, improving,

or expanding the Des Moines Area Community College of the merged area; or for such other purposes as authorized by law, as provided in Chapter 280A, Section 22 of the Code of Iowa?"

Section 2. That the hours of polling and the polling places for said election shall be the hours and polling places for the various local school districts situated within the merged area.

Section 3. That the Secretary of the Board of Directors in cooperation with the County Commissioner of Elections of Polk County, is hereby authorized and instructed to issue a notice or notices of said election on said proposition, and the time and places thereof, by publication of such notice in accordance with the statutory requirements set forth in the 1977 Code of Iowa.


Section 4. That the Secretary of the Board of Directors in cooperation with the County Commissioner of Elections of Polk County, Iowa, shall have ballots to be used for the voting on said proposition at said election prepared on colored paper, and in the form required by law, with the facsimile signature of the County Commissioner of Elections of Polk County, Iowa, in spaces provided therefor on the back of each ballot.

Section 5. That the County Commissioner of Elections shall cause to be prepared all such ballots and election registers and other supplies as may be necessary for the proper and legal conduct of said election and the Secretary of said Board is hereby authorized and directed to cooperate with said Commissioner of Elections and to do and prepare all of the necessary proceedings in order to make said election legal and valid.

Section 6. That the Board of Supervisors of each county shall meet at 9:00 o'clock A.M. on the First Friday after the day of said election and shall open and canvass the tally lists and shall prepare an Abstract of said election results pursuant to the provisions of Sections 50.24 and 277.20, Code of Iowa, 1977.

Section 7. That the Secretary is hereby directed to file a certified copy of this resolution in the Office of the Polk County Commissioner of Elections.

PASSED AND APPROVED, this 12th day of February, 1979.



VICE PRESIDENT, Board of Directors

ATTEST:



SECRETARY, Board of Directors

Snyders

DES MOINES AREA COMMUNITY COLLEGE
Regular Board Meeting
January 8, 1979
Ankeny Campus

AGENDA

- 5:30 P.M. CAREER EDUCATION PRESENTATION - Building 2, Room 6
- 6:30 P.M. DINNER - Cafeteria
- 7:15 P.M. CALL TO ORDER - Building 2, Room 15
1. APPROVAL OF TENTATIVE AGENDA
 2. PUBLIC COMMENTS
 3. APPROVAL OF MINUTES - December 11 regular meeting
 4. REPORTS
 - A. ICASB - Rowen
 - B. MIECC and Data Processing - Hetzel & Snyders
 - C. Monthly Financial - Snyders
 - D. Legislative breakfasts - Clarkson
 5. COMMUNICATION
 6. UNFINISHED BUSINESS
 7. NEW BUSINESS
 - A. Presentation by architect concerning preliminary plans for new Urban Center.
 - B. Recommend purchase of data processing equipment from AIDP funds.
 - C. Designate Des Moines Board of Realtors to handle the sale of student built houses for calendar year 1979.
 - D. Recommend approval of a joint contract under Chapter 28E of the Code between DMACC and the following high schools for the purpose or providing pre-career and career educational offerings to high school students for the 1978-79 school year:
Grand Community
Ar-We-Va Community
 8. OTHER
 9. PRESENTATION OF CLAIMS AND ACCOUNTS
 10. ADJOURNMENT

Zuck

30th Jan

DES MOINES AREA COMMUNITY COLLEGE
Regular Board Meeting
Monday, January 9, 1978
Ankeny Campus - Bldg. #2 - Room 15
AGENDA

7:45 P.M. CALL TO ORDER

- ✓ 1. PUBLIC COMMENTS
- ✓ 2. APPROVAL OF MINUTES - December 12 regular meeting
- ✓ 3. REPORTS
 - ✓ a. ICASB - Kreager
 - ✓ b. Mid-Iowa Educational Computer Center - Hetzel
 - ✓ c. Funding - Lowery
 - ✓ d. Legislation - Lowery and Clarkson
- ✓ 4. COMMUNICATION
- ✓ 5. UNFINISHED BUSINESS
- 6. NEW BUSINESS
 - ✓ a. New Personnel
 - (1) Khuyen Baccam, Indo-China Information Services Specialist.
 - ✓ b. Resignation
 - (1) Equilla Johnson, Counselor, January 16, 1978.
 - ~~c.~~ Consideration of preliminary plans for the new automotive building.
 - ✓ d. Approval to solicit bids from realtors for handling sale of student constructed houses in Ankeny for calendar year 1978.
 - ~~e.~~ Consideration of bids for purchase of student constructed house at 905 SE Wanda Drive, Ankeny, which was listed at \$72,000. Sealed bids scheduled to be received and opened on January 6, 1978.
 - ~~f.~~ Approval to proceed with Transition Plan for Section 504.
 - ✓ g. Acceptance of monthly financial report.
 - ✓ h. Approval of institutional membership dues in AACJC in the amount of \$910 for the period January 1-December 31, 1978.
 - ✓ i. Recommend appointment of
 - (1) Dr. Mearl Kilmore, College of Osteopathic Medicine and Surgery to Medical Secretary Advisory Committee for 3-year term. This is an addition.
 - (2) Robert J. Ruths, Coordinator, D.M. Independent School District, to Copy Reproduction Advisory Committee for 3-year term. This is a replacement.
- 7. OTHER
 - a. Special meeting with MIECC Board on January 23, 1978, 5:30 p.m., at Mid-Iowa.

DPI
Feb 9

Don M.

8. PRESENTATION OF CLAIMS AND ACCOUNTS

9. ADJOURNMENT

SUPPLEMENTAL AGENDA

January 9, 1978 Meeting

6. NEW BUSINESS

- ✓ b. Resignation
(2) Edward Horner, Programmer, January 31, 1978.
- ✓ c. Leave of Absence Without Pay
(1) Richard Byerly, January 9, 1978 for duration of the second session of the Iowa Legislature.
- ✓ k. Consideration of personnel contract change.
- PI ✓ 1. Consideration of purchase of five (5) lots in Ankeny for the construction of houses by the Building Trades program.

- OK

✓ ED W/ NOEM
JEFF

10:00 Then

Am Then

✓ DPI approval - No, per Leonard Linn 1/10/78.