

Des Moines Area Community College

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Board of Directors Meeting Minutes

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9-8-1980

### Board of Directors Meeting Minutes (September 8, 1980)

DMACC

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Des Moines Area Community College  
2006 South Ankeny Boulevard  
Ankeny, Iowa 50021  
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REGULAR MEETING

8 SEPTEMBER 1980

The regular meeting of the Des Moines Area Community College Board of Directors was held at the Ankeny Campus, Building 2, Room 15, on 8 September 1980. The meeting was called to order by Board President Eldon Leonard at 5:30 p.m.

ROLL CALL

Members Present:

Ray Clark	Walter Hetzel	Donald Rowen (5:40)
Georganne Garst	Eldon Leonard	Walter A. Stover, Jr.
Murray Goodman	Theodore Nemmers	

Members Absent:

Jasper Risdal

Others Present:

Paul Lowery, Superintendent	Various other DMACC staff
Charles Wright, Board Secretary	and interested residents

APPROVAL OF  
TENTATIVE  
AGENDA

It was moved by W. Stover, seconded by T. Nemmers, that the tentative agenda be approved.

The motion was passed unanimously.

OPEN SPACES  
CONCEPT FOR  
OFFICES

The concept of open spaces in offices and illustrations of the use of open spaces in the Student Services and Support Services Buildings were presented by Bussard and Dikis.

APPROVAL OF  
MINUTES

It was moved by M. Goodman, seconded by T. Nemmers, that the minutes of the regular meeting of 11 August 1980 be approved.

The motion was passed unanimously.

DINNER RECESS

The Board recessed at 6:35 p.m. for dinner and reconvened at 7:15 p.m.

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.

PERSONNEL

It was moved by W. Stover, seconded by D. Rowen, that contract changes be approved, as follows:

Contract Changes

E. R. BROWNLEE, Instructor, Diversified Occupations  
 Extended contract, 9 days @ \$81.67 Daily Rate  
 Effective August 21, 1980 - September 3, 1980

RICHARD K. CHORLEY, JR., Instructor, Business  
 From Probationary Status to Full Status  
 Effective September 5, 1980

ROBERT J. HASKINS, Programmer, Data Systems  
 From Programmer (\$17,481.00 annual) to Systems Programmer  
 (\$18,355.00 annual - subject to adjustment)  
 Effective August 1, 1980

THOMAS R. HORNBACK, Instructor, Bricklaying - I & T  
 From Probationary Status to Full Status  
 Effective September 5, 1980

FRANKLIN J. JORGENSON, Instructor, Diversified Occupations  
 Extended contract, 9 days @ \$76.38 Daily Rate  
 Effective August 21, 1980 - September 3, 1980

JAMES O. MARCUSEN, Instructor, Telecommunications - I & T  
 From Probationary Status to Full Status  
 Effective August 15, 1980

JON D. ROBINSON, Instructor, Basic Education - CETA  
 From 12 month Instructor, CETA Class Size Program (\$22,409.00  
 annual) to 9 month Instructor, Related - I & T (\$17,927.00  
 annual)  
 Lane 225--Level 9.5, Effective September 3, 1980

GERTRUDE SCHULTZE, Campus Nurse, Student Development  
 1980-1981 Salary from \$13,638.00 annual to \$14,408.00 annual  
 Effective July 1, 1980 (To reflect general increase in salary)

JEROLD A. WHALEN, Instructor, Diversified Occupations  
 Extended contract, 7 days @ \$73.74 Daily Rate  
 Effective August 25, 1980 - September 3, 1980

The motion was passed unanimously.

Leave of Absence Without Pay

It was moved by W. Stover, seconded by M. Goodman, that  
 CHERYL A. MIDDENDORF, Instructor, Nursing, be granted a  
 leave of absence without pay from 3 October 1980 -  
 26 November 1980--23 days.

The motion was passed unanimously.

SDU Lane Changes

It was moved by W. Stover, seconded by T. Nemmers, that  
 Staff Development Unit Lane changes be approved, as follows:

JUDITH E. DOYLE, Instructor, Nursing  
 From Lane 225-Level 9.0 (\$22,052.00 annual) to  
 Lane 248-Level 9.0 (\$22,766.00 annual)  
 Effective September 1, 1980

LYLA S. MAYNARD, Instructor, Developmental Disabilities  
 From Lane 225-Level 7.0 (\$16,499.00 annual) to  
 Lane 248-Level 7.0 (\$17,070.00 annual)  
 Effective September 4, 1980

MARTHA J. SIMMERMAN, Instructor, Nursing  
 From Lane 225-8.0 (\$21,338.00 annual) to  
 Lane 248-Level 8.0 (\$22,052.00 annual)  
 Effective September 1, 1980

The motion was passed unanimously.

Resignation It was moved by T. Nemmers, seconded by W. Stover, that the resignation of LARRY D. SAVILLE, Instructor/Chairperson, Financial Services, be accepted effective 29 August 1980.

The motion was passed unanimously.

New Personnel It was moved by W. Stover, seconded by D. Rowen, that new personnel be employed, as follows:

IVAN EUGENE BROWN, JR., Instructor/Chairperson, Labor Studies  
 Lane 225-Level 1.0, Salary \$13,071.00 annual, 9 months  
 Effective September 4, 1980

MARIAN L. CAREW, Instructor, Fashion Merchandising  
 Lane 180-Level 7.0, Salary \$15,356.00 annual, 9 months  
 Effective August 28, 1980

ALLAN L. READY, Instructor, Agriculture Equipment  
 Lane 180-Level 6.0, Salary \$14,785.00 annual, 9 months  
 Effective September 2, 1980

MARY K. STOCKMAN, Instructor, Diversified Occupations  
 Lane 180-Level 6.0, Salary \$18,481.00 annual, 12 months  
 Effective August 11, 1980

JAMES S. BENNETT, Programmer, Data Systems  
 Salary \$17,900.00 annual, 12 months  
 Effective September 22, 1980

The motion was passed unanimously.

CAREER ED. AND PARAPROFESSIONAL ADVISORY COMMITTEES It was moved by M. Goodman, seconded by T. Nemmers, that appointments to the Career Education and Paraprofessional Advisory Committees for FY '81 as the Superintendent recommended, be approved.

The motion was passed unanimously. The Superintendent's recommendation is attached (Attachment #2) hereto and made a part of these minutes.

LEASE WITH  
KINGSWAY  
MINISTRIES  
APPROVED  
(CIRALG)

It was moved by W. Stover, seconded by R. Clark, that the lease with Kingsway Ministries, Inc., for space in the old Dowling building at a monthly rental of \$1,400 for the period 15 September 1980 to 14 September 1981, to house the Office Occupations class (CIRALG), be approved.

The motion was passed unanimously. A copy of the lease is attached (Attachment #3) hereto and made a part of these minutes.

NCAA MEMBERSHIP

It was moved by R. Clark, seconded by D. Rowen, that the DMACC institutional membership in the North Central Accreditation Association, in the amount of \$985, for the period 1 July 1980 to 30 June 1981, be renewed.

The motion was passed unanimously.

REPRESENTATIVE  
TO IASB LEGIS.  
NETWORK

It was moved by T. Nemmers, seconded by M. Goodman, that RAY CLARK be the Board's representative to the Iowa Association of School Board's legislative network.

The motion was passed unanimously.

ALUMNI PLAN

It was moved by D. Rowen, seconded by T. Nemmers, that the concept of an Alumni office as outlined in the Alumni Proposal and presented by Superintendent Paul Lowery, in coordination with Don Kerr, Dennis Krehbiel, and Leonard Bengtson, including staffing, operational and financing considerations, be approved, received and filed.

The motion was passed unanimously. A copy of the Alumni Proposal is attached (Attachment #4) hereto and made a part of these minutes.

CLAIMS AND  
ACCOUNTS

It was moved by T. Nemmers, seconded by R. Clark, that the Claims and Accounts be approved as submitted.

The motion was passed unanimously.

ORGANIZATIONAL/  
REGULAR MEETING


It was determined by Board President Leonard that there would not be a quorum of Board members at either the scheduled organizational meeting of 6 October or the regular meeting of 13 October. It was moved by D. Rowen, seconded by R. Clark, that the organizational meeting be held either 1 October or 20 October, depending on the legality of holding an organizational meeting before the statutorily determined date, and that the secretary, in consultation with the Board Attorney, E. Bittle, should notify the Board of the date selected. If the organizational meeting is to be the 20th of October, it should be combined with a regular Board meeting.

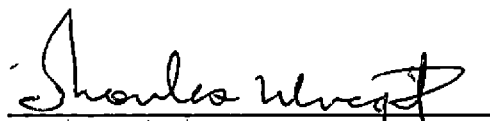
The motion was passed unanimously.

ADJOURNMENT

It was moved by D. Rowen, seconded by T. Nemmers, that the meeting be adjourned.

The motion was passed unanimously and the meeting was adjourned at 8:14 p.m.

  
\_\_\_\_\_  
ELDON LEONARD, President

  
\_\_\_\_\_  
CHARLES WRIGHT, Secretary

# Memorandum

*Item 6 f.*  
**des moines area  
community college**

2006 S. ANKENY BLVD., ANKENY, IOWA 50021

PHONE 964-6200

DATE September 8, 1980

TO Members of the Board of Directors

Location

FROM Paul Lowery, *PL* in coordination with Don Kerr,  
Dennis Krehbiel and Leonard Bengtson

Location

RE: Alumni Proposal

Please find attached the Student Affairs alumni proposal, with staff and budget recommendations as follows:

In organizational chart, phase I, the chart depicts one individual who would head Student, Alumni and Legislative Affairs. It is proposed that this structure be retained until January 1, 1981, at which time a person will assume the role of Coordinator of Alumni Affairs/Secretary of Student Affairs, and a part-time secretary be employed to assist with legislation and alumni affairs. It is further recommended that as of July 1, 1981 the Coordinator of Alumni Affairs become a full-time position and the one part-time secretarial position become full time.

It is recommended that these positions be funded, in part, from the Student Affairs Auxiliary account, Student Union account, Student Government Association, the Foundation, and Auxiliary account.

The long-range plan for the alumni organization is found on organizational chart, phase II, attachment I (B). It is assumed that the part-time coordinators, a portion of the coordinator's salary, and a portion of the secretary's salary will be paid from funds generated from the Alumni Association. It is anticipated that it will be from three to five years before this level of sophistication is achieved.

Attachments

STUDENT AFFAIRS DEPARTMENT  
ALUMNI PROPOSAL

I. PURPOSE/GOAL

- A. To develop Des Moines Area Community College graduate resources throughout the eleven county district for positive and visible promotion of the college's educational and community services.
- B. To seek out, through these graduate resources, methods by which the college can improve educational offerings and services to communities.
- C. To provide financial support to current students and college programs from those individuals who have benefited from their past educational experiences at DMACC.

II. OBJECTIVES

- A. To increase the potential student enrollment in various college programs.
  - 1. By identifying "key" graduate(s) in each program and/or community, the Alumni Association can work with that person(s) to identify potential students through --
    - a. Meetings with and identification of others by that key person(s).
    - b. Word of mouth and personal contact.
    - c. Newspaper articles regarding meetings, graduates, current students, and activities.
- B. To provide a source of job placement opportunities.
  - 1. Through "key" graduates the Alumni Association will have the resources to receive feedback on the potential job market in a particular area. This information could be utilized by other areas in the college (Employer Relations, Counseling and Instruction) to assist in determining program needs as related to job markets in various geographical areas.
  - 2. Through "key" graduates and other area alumni as current employers searching for potential employees.
- C. To provide financial support to students and college programs.
  - 1. Through regular contact with the "key" alumni of each program and/or community, the Coordinator will appraise that person of scholarship or program needs and solicit assistance in obtaining contributions through
    - a. Alumni gifts
    - b. Dinner meetings (provided by the college where invitations state that donations will be solicited)
    - c. Fund raising activities
      - 1. Tours
      - 2. Special items such as glasses, pen sets, plaques, shirts



- d. Dues (after alumni well established)
  - e. Work with the Foundation office on such fund raising methods as using the competitive aspect of matching personal contributions with business contributions
  - f. Work with "key" graduates from each community to designate dollars from other organizations in which they may be a member, i.e., Kiwanis, Jaycees, Jaycettes, etc.
  - g. Business contributions
- D. To promote ongoing community support for the college and possible future needs.
- 1. Through "key" alumni, the college will have an available positive information source in each community. If necessary, this "key" could be called on to speak to groups within their community on behalf of the college.
  - 2. Via appropriate positive media information, such as editorials, classified advertising, coordinated in cooperation with College Relations, radio programs and local newspaper articles could be co-coordinated by many of the alumni "keys."
- E. To provide an avenue through which the college will receive feedback to insure that needed programs and community services are provided.
- 1. By needs analysis, community surveys, and service club identification, these key alumni can appraise the college of the community services and educational programs desired by various communities and help in the rapid development of these requirements.
  - 2. By serving as an ombudsperson in each and every community to insure immediate feedback for corrective action required and to serve as a link to the college in all areas of information required.
- F. To provide a direct link for helping with the Legislative program to insure support and passage of needed legislation.
- 1. Through "key" and other alumni, resources would be provided to assist and provide support for the passage of positive legislation.
  - 2. Through "key" and other alumni, the college would receive assistance in helping identify possible proposed legislation and community needs.

### III. ORGANIZATION

The Alumni Affairs operation will be administered as a line function of the Student Affairs Department, and the current Coordinator of Student Affairs job description will be expanded to include these responsibilities with a new title of Director of Student, Alumni and Legislative Affairs. (This presupposes that the portion on Legislative Affairs to be covered later is adopted. If not, that portion of the title [Legislative Affairs] will be eliminated.)

A necessary position, Coordinator of Alumni Affairs, will be filled to assist the Director, with the coordination and implementation of the alumni function. This Coordinator will be charged with primary responsibility for the development of computer based alumni records and coordination of appropriate activities to insure the success and future expansion of this vital function.

Staffing requirements necessary to cover the objectives listed earlier are covered in attachment #1A and minimal target key alumni clubs are listed in attachment #2. Certain basic assumptions are used to assure that an effective operation will be realized. These assumptions are:

1. The President and Board are committed philosophically to a pioneering effort in community college alumni operations with reasonable, but adequate, resources to give staff a fighting chance for success -- a first class operation will be expected.
2. As shown in Attachments III and IV, the activities can be supported by the Auxiliary Enterprises Income account (authorized by the 1980 Legislature). However, short term use of limited other funds anticipate the generation of self supporting funding in a few years to replace them.
3. That economics prohibit immediate full-scale operation in all possible alumni locations,
4. That a testing period of two years will be required to insure that a comprehensive saleable program is possible.
5. Expansion of target areas will be a function of measurable success and satisfaction of the area alumni served.
6. Computer resources will be made available as required, and existing programs, such as Kirkwood Community College's alumni software package, will be utilized.
7. A reasonable, but minimal, allocation of new expenditures and services will be based on the effectiveness of the operation.

As the first step in implementation of a comprehensive alumni operation, it is anticipated that an Alumni Advisory Committee would be selected from current students, recent graduates, and graduates who have continued to show an interest in the college. The Coordinator of Alumni Affairs will be the advisor to this committee to insure that regular meetings are held, objectives and goals set, and ideas exchanged and implemented.

At the same time, there would be identification of "key" alumni in each of the pilot locations initially selected (see attachment #2). These would serve as a nucleus for expansion to other locations within the district. These locations would be identified based on groups of graduates now located in those areas and may be either by town or city, or groups of towns or cities, or by county, or any combination of these. In some instances, the location may be based on "program" graduates where a common bond has been formed and this association would cement an ongoing relationship beneficial to both the college and themselves. It is suggested that these individuals, who would basically serve as the backbone and spokesperson of their alumni groups, be called "Key Area Alumni" or "DMACC Keys." Through these "key" graduates, many doors will be opened to insure that the objectives and goals aforementioned are met. The "DMACC Key" will be identified either while a current student through the Student Government Association, campus clubs, or instructor's recommendation, or as an Alumni who has had past experience in leadership activities while a student at the college. Each "DMACC Key" will be appraised of his/her responsibility to the alumni function and the necessity of sincere interest and dedication. The Coordinator of Alumni Affairs will be in constant touch with the "DMACC Keys" in order to maintain interest and continuity. The Keys, in turn, will identify other graduates in his/her program or area who want to be involved. These graduates will have regular meetings (teas, coffees, etc.) where ideas, concerns and objectives will be discussed and plans of action developed. The Coordinator of Alumni Affairs will attend some of these meetings to appraise the alumni groups of any college needs and, in turn, will act as a sounding board for their views, concerns, ideas and needs. It is of utmost importance to establish a feeling of unity and association between these groups individually and as a total alumni association. To enhance this feeling of total unity, a large meeting will be held at least once a year when achievers will be specially recognized (perhaps a gourmet dinner or other appropriate appreciation event).

To reward and motivate the "DMACC Keys," a dinner to bring all the keys together should be held at least twice a year in addition to the total group meeting. These meetings would facilitate overall exchange of ideas regarding the Alumni Association, as well as the total college, programs, future or current needs and concerns.

It would be advisable for the "Keys" to be on the General Advisory Committee and, if possible, also the Program Advisory Committee of their respective program. This would serve as a direct link between the college, the alumni, and the communities in which they reside. The individuals who serve on the General Advisory Committee would not only have firsthand knowledge of the college, but they would also have input from their respective alumni service areas as to what people in their communities desire as educational program offerings and services from the college. Utilizing "Keys" on Program Advisory Committees would facilitate relating directly to possible curriculum revisions as they would have immediate knowledge

of what is expected of them in their positions in that field of study and be thoroughly acquainted with the existing curriculums that are offered at the college. By having those "Keys" on the Program Advisory Committees, it would enhance the possibility of recruiting additional students into those program areas from their general alumni area. It would also serve as a source of placement for individuals graduating from the college as the "Keys" would have knowledge of any vacancies existing in their immediate area. The Alumni Affairs staff would assist these "Keys" in doing job analyses in their respective areas so that we could inform graduates of the job market in their own home areas versus the metropolitan areas of the state.

To provide a broadbase informational tool through which all alumni will be appraised and informed of current alumni events and upcoming activities, an Alumni Newsletter will be developed. Through this publication, outstanding alumni and areas in which they have achieved notoriety (elective offices, appointment to special committees) can be publicized. Alumni would also be kept informed of various college activities such as lectures, all-college dances and parties and given the opportunity to take part in planning and coordinating any of those activities. The newsletter would provide a tool to keep addresses of the alumni up-to-date and receive feedback of recommendations and ideas. Other departments on campus could also utilize the Alumni Newsletter; for example, Employer Relations could have an article listing areas where there is considerable demand for employment should alumni desire to look into other employment or wish to change their location. It is suggested that this publication, in the beginning, be quarterly with consideration given to having it published by or in cooperation with our Community Journalism Program and the Campus Chronicle. This would benefit the Chronicle in that the additional funds provided would make them less dependent on advertising and the Student Activities fee to fund their operation.

#### IV. FUTURE PLANS

As the initial pilot organizational structure matures and solidifies, the expansion into other areas of the college district will require more continuous administrative coordination and oversight. Thus, the proposed Phase II Organizational Chart, attachment I(B), will become a reality in approximately three to four years. As indicated under the organizational section above, part-time coordinators will be assigned to approximately 25 clubs each with a potential of 100 clubs. Thus, four (4) of these part-time coordinators will be needed to support these club operations. Reporting to the Coordinator of Alumni Affairs, they will be primarily responsible for the day-to-day coordination with the "Key" alumni to insure that the organization of and activities required are carried out. Agendas, meeting arrangements, support materials, minutes, etc. will be some of these responsibilities.

Development of expanded programs of work, agreement on ongoing needs, membership, additional benefits and numerous other priorities will evolve as time passes.

It is anticipated that these efforts would be merged with and in harmony any marketing program implemented by the college. These job descriptions and plans could be changed, if necessary, to be in harmony with a marketing program.

Since this approach to alumni operations is innovative, wide latitude and flexibility will be necessary for those charged with this responsibility. Given these tools, we, in the Student Affairs Department, are confident we can fulfill a vital requirement of the college by utilizing its most valuable constituents--its former student/graduates, its alumni--who will increase in numbers as a positive force as taxpayers and college advocates in the future. Given this solid base, the benefits will be tenfold.

We, therefore, ask for your acceptance of this proposal to insure a speedy implementation of an extremely exciting challenge. Let's move ahead with due haste while the enthusiasm and spirit are at a peak. For like the tax levy involvement, this challenge will be met with college-wide dedication.

## DMACC ALUMNI ASSOCIATION

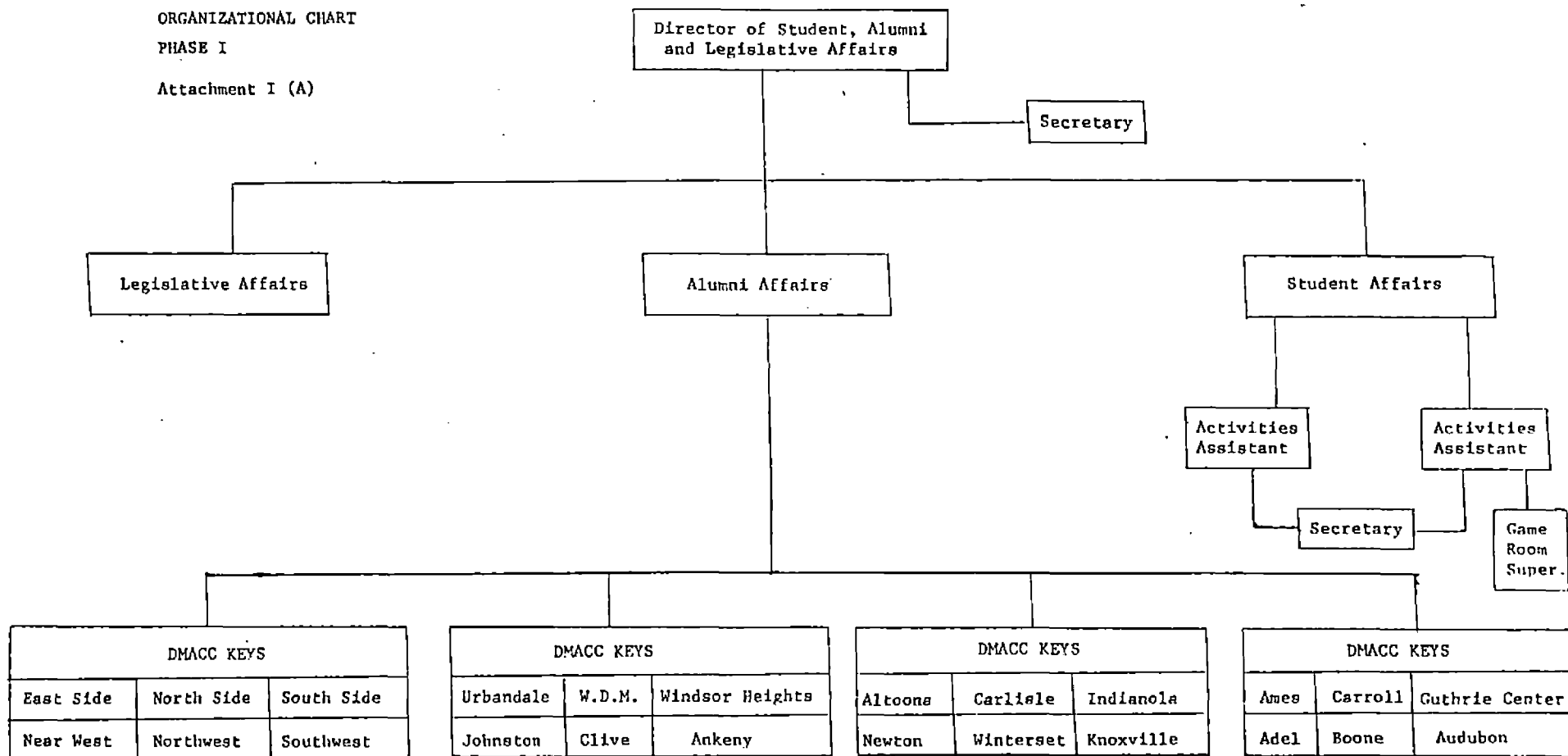
### OBJECTIVES

FY 80/81

1. By December 1, 1980, a comprehensive Alumni Newsletter format will be developed for quarterly distribution.
2. By December 1, 1980, a survey will be conducted of other institutions' alumni operations regarding their organizational structure, philosophy of operation, policies, procedures and other appropriate information.
3. By January 1, 1981, a temporary Alumni Advisory Committee\* will be developed with a minimum of eleven members.
4. By April 1, 1981, objectives and goals will be established for the 1981-82 academic year.
5. By April 1, 1981, complete plan, including design or acquisition of software, for the development of a data basis for alumni records required to implement the approved plan.
6. By May 1, 1981, "key" alumni will be identified in the pilot locations indicated on attachment.
7. By July 1, 1981, a procedure will be developed and implemented through which graduates of each program will be contacted regarding their interest in the Alumni Association.
8. By July 1, 1981, Student Life and Instructional Divisions will be involved to provide services to the alumni in such areas as job, recreational and social opportunities and courses to upgrade job skills or provide personal and educational enrichment.

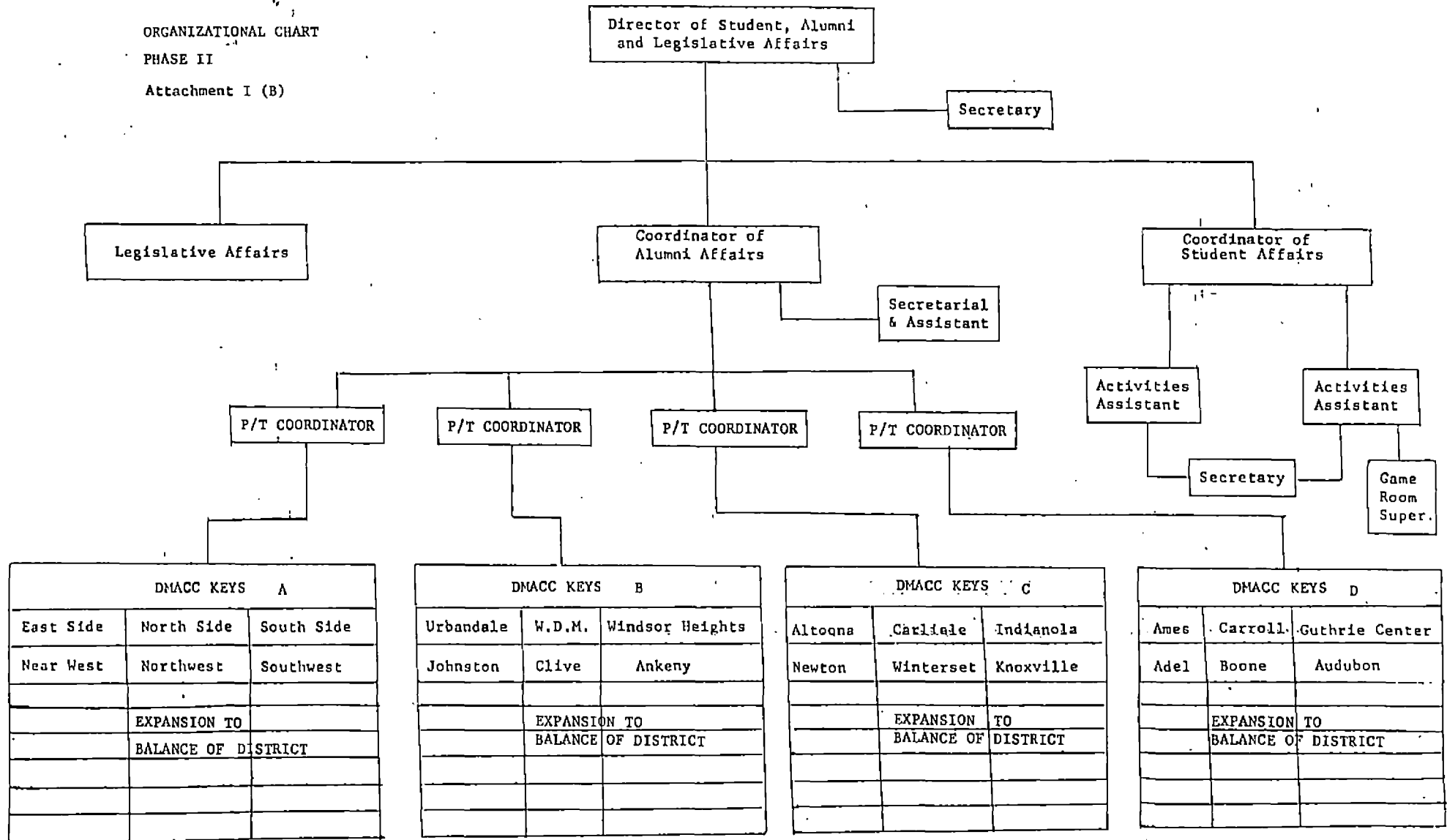
\*It is our intent to eventually propose an Alumni Association at which time the Executive Board of the Association would become the Advisory Committee along with three ex officio non-voting staff members of DMACC, appointed by the superintendent, and three current students who would also act as ex officio members.

ORGANIZATIONAL CHART  
 PHASE I  
 Attachment I (A)



This organizational structure will require some realignment of positions within the Student Affairs area to give responsibility for the functions of alumni and student affairs to subordinate positions. The main responsibility of legislative affairs will be assumed by the Director.

ORGANIZATIONAL CHART  
 PHASE II  
 Attachment I (B)



DMACC KEYS A		
East Side	North Side	South Side
Near West	Northwest	Southwest
EXPANSION TO		
BALANCE OF DISTRICT		

DMACC KEYS B		
Urbandale	W.D.M.	Windsor Heights
Johnston	Clive	Ankeny
EXPANSION TO		
BALANCE OF DISTRICT		

DMACC KEYS C		
Altoona	Carlisle	Indianola
Newton	Winterset	Knoxville
EXPANSION TO		
BALANCE OF DISTRICT		

DMACC KEYS D		
Ames	Carroll	Guthrie Center
Adel	Boone	Audubon
EXPANSION TO		
BALANCE OF DISTRICT		



INITIAL ALUMNI LOCATIONS

Group A  
Des Moines

1. East Side
2. North Side
3. South Side
4. Near West
5. Northwest (Hoover)
6. Southwest

Group B

1. Urbandale
2. West Des Moines
3. Clive
4. Windsor Heights
5. Ankeny
6. Johnston

Group C

1. Altoona
2. Carlisle
3. Indianola (Warren Co.)
4. Newton (Jasper Co.)
5. Winterset (Madison Co.)
6. Knoxville (Marion Co.)

Group D

1. Ames (Story Co.)
2. Carroll (Carroll Co.)
3. Boone (Boone Co.)
4. Adel (Dallas Co.)
5. Guthrie Center (Guthrie/Ada)
6. Audubon (Audubon Co.)

PROPOSED  
ALUMNI BUDGET  
January 1, 1981 - June 30, 1981

Income

Auxiliary Enterprises Income Account	\$ 3,500
Student Union Account	6,000
Student Affairs (Auxiliary Account)	<u>5,000</u>
TOTAL	\$14,500

Expenses

Salary adjustment - Director of Student, Alumni & Legislative Affairs, depending upon rating given by uniform salary study plan	(est.) \$ 1,500
Salary adjustment - Coordinator, Alumni Affairs/Secretary, Student Affairs, depending upon rating given by uniform salary study plan	(est.) 2,000
One (1) part-time secretary	2,500
Supplies, duplicating, printing	1,500
Mailings (postage)	3,000
Alumni functions	1,500
Travel	<u>2,500</u>
TOTAL	\$14,500

PROPOSED  
ALUMNI BUDGET  
July 1, 1981 - June 30, 1982

Income

Auxiliary Enterprises Income Account	\$ 7,000
Student Union Account	10,000
*Contributed Funds	<u>18,000</u>
TOTAL	\$35,000

Expenses

Coordinator of Alumni Affairs	(est.) \$15,000
Supplies, duplicating, printing	2,000
Work study	1,000
Mailings (postage)	10,000
Alumni functions	2,000
Travel	<u>5,000</u>
TOTAL	\$35,000

\*Donations through the Student Government Association, the Foundation, or other sources.

This Agreement, Made this 1st day of August A. D. 19 80, by and between KINGSWAY MINISTRIES, INC. of the City of Des Moines, County of Polk and State of Iowa, hereafter called "lessor," and DES MOINES AREA COMMUNITY COLLEGE of the same place, hereinafter called "lessee."

WITNESSETH: That the lessor hereby leases to the lessee the following described premises, situated in the City of Des Moines, County of Polk, Iowa, to-wit: All classroom and office space on second floor of Boylan Hall, except large room (old library) at east end of hall-located at 1000 College. for the term of one year from and after the 15th day of September A. D. 19 80, in consideration of the following covenants and agreements made by the lessee to be by lessee kept and performed.

1. To pay to the lessor or assigns, at lessor's office in the City of Des Moines, Iowa, in lawful money of the United States, for the use of said premises, the monthly rent of \$1,375.00 plus Security Fee of \$25.00=TOTAL RENT DUE \$1,400.00

to be paid monthly in advance on the 15th day of September, 19 80, and of each month thereafter during the continuance of this lease, with six per cent interest upon all unpaid rent from maturity thereof.

2. To use said premises for a office and classroom space and for no other purpose.

- 3. Not to permit said premises to be used for any unlawful purpose.
4. Not to sell or assign this lease or sublet said premises or any part thereof without the written consent of the lessor or assigns; but in case of the assignment of this lease, lessee shall not be released from personal liability hereon.
5. To accept said premises in their present condition (except such repairs or alterations as are expressly herein provided), and not to permit or allow said premises to be damaged or to depreciate in value and to make all repairs and replace any part of the premises broken, damaged or destroyed during the term of this lease, at lessee's expense. Lessee shall be liable for damage caused by overloading the building or any floor of building.
6. To keep said premises in a clean and presentable condition and not to allow any refuse or debris to accumulate upon said premises...
7. To pay for the water, gas, electricity, and steam used on said premises...
8. Lessee shall comply with all ordinances of the above named City, rules and regulations of the Board of Health, and laws of the State of Iowa, relative to the use of said premises, including sidewalks, alleys and streets adjoining the same. Lessee agrees to protect said lessor against any tax, charge or penalty imposed or levied against said premises on account of lessee's failure to comply with the provision thereof, or growing out of the use of said premises by lessee, and to protect said lessor against any and all claims of all persons, growing out of the use of said premises during the term of this lease.
9. Lessee in addition to the landlord's lien given by law, hereby grants to the lessor a lien upon the term of this lease and upon all personal property of the lessee kept and used in or about said leased premises during the term of this lease, whether exempt from execution or not, to secure the payment to the lessor of all amounts, including attorney's fees and costs, which may at any time become due from the lessee hereunder.
10. In case said lease shall sublet or underlet said premises or any portion thereof, then said lessor shall have a lien upon the term of the lease with said sub-tenant, and shall have the right to collect the rent due or to become due from said sub-tenant or sub-tenants, and this lease shall be of sufficient authority and power for said purpose; and on the failure of said sub-tenant or sub-tenants to pay said rent to said lessor on demand, then said lessor shall have the right to possession of said premises, if lessor so elects, and may resort to an action of forcible entry and detainer for the purpose of securing possession thereof in case lessee or lessee's sub-tenant shall fail or refuse to peaceably surrender possession thereof.
11. In the event of the sale of said property, or if possession thereof shall be required for the purpose of more permanently improving, altering or remodeling the building on said premises or any part thereof, or if possession shall be required so as to enable lessor to lease said premises for a term of more than five years or in case said premises shall be condemned for public purposes, then lessee agrees to vacate and surrender possession of said premises within thirty (30) days after notice in writing to quit.
12. In the event that the building or buildings on said premises shall be damaged or destroyed by fire or other casualty so as to render the same or any part thereof untenable then lessor, at his option, shall have the right to cancel this lease.
13. Lessee agrees to pay all taxes, rates or other charges or monetary utility charges now imposed or levied, or that may hereafter be imposed or levied against said premises by the above named City, County, or State, and in addition thereto all other charges, rates, fees or costs now imposed or levied...
14. Lessor hereby gives notice that no mechanic's lien or any other lien shall in any manner or degree attach to or affect the rights of the lessor in and to said premises including the improvements thereon.
15. The lessee will not permit said premises to be occupied for any business or purpose deemed extra hazardous on account of fire or on any other account nor commit any act which shall invalidate any policy of insurance on said premises under penalty of forfeiture of this lease and the payment of all damages resulting from such act. Lessee further agrees to comply with recommendations of the Iowa Insurance Service Bureau and to be liable for any increase in insurance rates on said premises and on the building of which said premises are a part resulting from lessee's use of the premises.
16. No statement, representation or promise with reference to this lease or the premises leased or as to any repairs, alterations or improvements and no alteration of the terms of this lease shall be binding unless endorsed hereon in writing or on separate paper attached hereto and signed by lessor and lessee.
17. Notices given under this lease shall be deemed sufficient and complete if in writing and addressed to the lessee or lessor, as the case may be, at his last known post office address and deposited in the mail, postage prepaid. In the alternative, lessor may serve any such written notice upon lessee by delivery of a copy to lessee, or any sub-tenant or other person in possession of the premises, or if the premises be vacant, by affixing such written notice to any outside door of the building located thereon, or in some conspicuous position on the premises if there be no building thereon. Notice need be given to one individual only if either party so served shall be more than one person.
18. Lessee agrees not to remove during the term of this lease any of his property kept or used thereon except merchandise used in the course of trade and said lessee hereby represents that all his property when moved on said premises shall be free and clear of all liens and encumbrances whatsoever.
19. If lessee shall become insolvent or be declared a bankrupt or said premises shall come into the possession of any receiver, assignee or other officer acting under an order of any court, then lessor shall have the right to terminate this lease; and in case said lessor shall not exercise such right, the lessor may accept rent from said receiver, trustee, or officer in possession thereof, for the term of such occupancy, without impairing or affecting in any way the rights of the lessor against lessee under this lease.
20. Lessee shall not paint signs nor use walls or roof of building for advertising purposes without the consent in writing of lessor and no heavy object shall be placed upon the roof of the building and no part of the roof shall be leased for any purpose whatsoever.
21. No change in or alteration of said building shall be made without the written consent of lessor, and all such alterations, changes or additions, including fixtures attached to said building, shall be the property of lessor and be surrendered with said premises on the termination of this lease.
22. Lessor shall have the right to place and keep and display in visible location a "For Rent" Card on said premises for a period of thirty days prior to the expiration of this lease.
23. Lessor may resort to any remedy at law or in equity in order to enforce any right or the payment or any claim which said lessee may have against said lessor by virtue hereof, and if lessor shall institute any such action, lessee agrees to pay a reasonable attorney's fee which shall be taxed as part of the costs.
24. Lessor or agents at reasonable hours may enter said premises to inspect the same or to show said property to prospective tenants or purchasers or for the purpose of making improvements thereon.
25. Lessor shall not be liable to lessee or any other person on or about said premises for any loss, damage or injury sustained by reason of lessee's failure to keep said premises in good repair or on account of lessee's failure to comply with any and all of the provisions hereof.
26. If lessor is unable to give lessee possession at the beginning of the term hereof, the rent shall be rebated on a pro rata basis until possession can be given, which rebated rent shall be accepted by lessee in full payment of any claim for damages sustained by reason of such delay.
27. Lessor's acceptance from lessee of the keys to said premises on vacation of the same by lessee prior to the expiration of this lease, or the act of the lessor in attempting to procure a tenant, shall not constitute a release of the lessee from further liability hereon, unless said lessor shall have exercised his option to cancel this lease.
28. Failure on the part of the lessee to comply with any of the terms or conditions of lease shall, at the option of the lessor, work a forfeiture of this lease and of all rights of the lessee hereunder, and lease upon notice of such election, shall within three days thereafter, quit and surrender possession of said premises to said lessor without further notice to quit. Lessor or assigns may recover possession thereof by an action of forcible entry and detainer. The acceptance of partial payment shall not constitute a waiver of the right of lessor to commence said action of forcible entry and detainer during the month on which said partial payments were made.
29. At the expiration of this lease, lessee agrees to surrender possession of said premises to lessor or assigns without further notice to quit, and in as good repair as the same is now or may hereafter be placed.
30. No waiver of the breach of any of the terms or conditions of this lease shall constitute a waiver of any other or succeeding breach of the same or other provision of this lease.

32. See attached Addendum for additional agreements.

IN WITNESS WHEREOF, the parties hereunto have subscribed their names the day and year first above written. Des Moines Area Community College Kingsway Ministries, Inc. Eldon Leonard Michael Berry LESSEE. LESSOR.

ADDENDUM NO. 1

This Addendum includes additional conditions agreed upon by Lessee, DES MOINES AREA COMMUNITY COLLEGE, and Lessor, KINGSWAY MINISTRIES, INC., and becomes a part of the Lease dated August 1, 1980.

1. Lessor agrees to provide such electrical power, gas, steam or other fuels as shall be required for the proper heating and lighting of said premises.
2. Lessor will supply one garbage dumpster near Boylan Hall.
3. Lessee will be responsible for all building modifications to suit their needs for use of the building. Any major changes must be approved by Kingsway Ministries, Inc.'s Business Manager. At the termination of Lease, Lessee may remove all equipment installed by Lessee providing all damages to building because of this removal is completely repaired and restored.
4. Lessee will be responsible for all custodial services in leased area including hallways and one entry way.
5. The Lessee agrees to insure all personal property of said Lessee for fire or other damage and shall hold Lessor harmless for any liability for damage to said personal property. Lessee further agrees to maintain a liability insurance policy necessary to cover all persons in or upon the area leased to said Lessee and agrees to hold Lessor harmless for any injuries to any person in said leased area. Lessor reserves the right to require Lessee to furnish a copy of said insurance policy or other evidence that such insurance exists.
6. The Lessee may unilaterally cancel its obligations and vacate the property should federal funding for the Business Occupations portion of the Vocational Skills program become unavailable at any time during the term of the Lease.
7. Each party hereby releases the other from liability due to damage to property of each party and loss of rental values resulting from fire or other risks normally insured against. Such release extends to all insured risks regardless of negligence on the part of one of the parties, its agents, or employees.
8. All agreements to Lease signed by Des Moines Area Community College are subject to approval by the State Board of Public Instruction.

LESSEE: by Eldon Leonard  
Des Moines Area Community  
College

LESSOR: by \_\_\_\_\_  
Kingsway Ministries, Inc.

STATE OF IOWA  
County of Polk

BE IT REMEMBERED, that on this \_\_\_\_\_ day of \_\_\_\_\_ 19 \_\_\_\_ before me, the undersigned, a Notary Public in and for Polk County, Iowa, personally appeared \_\_\_\_\_  
each being to me personally known, who being by me duly sworn did on oath, depose and say that they are the \_\_\_\_\_  
respectively, of \_\_\_\_\_  
and acknowledge that the execution thereof to be their voluntary act and deed.

\_\_\_\_\_  
Notary Public

SEAL:

*Item 6b.*

DES MOINES AREA COMMUNITY COLLEGE  
I & T Department  
Auto Mechanics Advisory Committee  
FALL 1980

Mr. Bill Green  
Chevrolet Zone Service Manager  
818 5th Avenue  
Des Moines, IA 50309  
Business: 247-8672  
Home:  
Term: 1-Year

Mr. Dennis Duncan  
Gety Pontiac  
604 E. 4th St. So.  
Newton, IA 50208  
Business: 792-6412  
Home:  
Term: 2-Year

Mr. John J. Stratman  
District Service & Parts Manager  
Chrysler Corporation  
13818 Birchwood Ave.  
Omaha, NE 68137  
Business: (402) 895-2388  
Home:  
Term: 1-Year

Mr. Charles Gabus  
Charles Gabus Ford  
4545 Merle Hay Rd.  
Des Moines, IA 50310  
Business: 278-7600  
Home:  
Term: 3-Year

Mr. Wilbur Swindler  
Harold Robbins, Inc.  
1313 Locust  
Des Moines, IA 50309  
Business: 244-8256  
Home:  
Term 1-Year

Mr. Bill Heitritter  
Service Manager  
Crescent Chevrolet  
555 17th St.  
Des Moines, IA 50309  
Business: 247-8020  
Home:  
Term: 3-Year

Mr. Ray Lauterbach  
Lauterbach Chevrolet & Buick  
805 Railroad  
Perry, IA 50220  
Business: 465-3564  
Home:  
Term: 2-Year

Mr. Dennis L. Hammond  
Iowa Auto Electrical Service  
125 E. Walnut  
Des Moines, IA 50309  
Business: 288-7264  
Home:  
Term: 3-Year

Mr. Lyle White  
White's DX Station  
R.R. #1  
Kellogg, IA 50135  
Business: 526-8538  
Home:  
Term: 2-Year

Mr. Craig Wychoff  
1433 SW Payton  
Des Moines, IA 50315  
Business:  
Home: 285-2448  
Term: 3-Year

DES MOINES AREA COMMUNITY COLLEGE  
I & T Department  
Conditioned Air Advisory Committee  
FALL 1980

Mr. Paul A. Deneson, Jr.  
Vice President  
Kohles and Company  
1234 Harding Rd.  
Des Moines, IA 50314  
Business: 244-2181  
Home:  
Term: 1-Year

Mr. Jack Zimmer  
617 SW Railroad  
Ankeny, IA 50021  
Business: 964-3307  
Home:  
Term: 2-Year

Mr. Bob Oltrogge  
Schaal Furnace  
3009 SW 9th St.  
Des Moines, IA 50315  
Business: 288-3631  
Home:  
Term: 1-Year

Mr. Henry Van Haaften  
Owner  
Van Haaften Plumbing & Heating  
Pella, IA 50219  
Business: 628-3621  
Home:  
Term: 3-Year

Mr. Bob Bell  
Bell Bros. Htg. & Air Conditioning  
1822 6th Avenue  
Des Moines, IA 50313  
Business: 244-8911  
Home:  
Term: 1-Year

Mr. Eugene Birlingmair  
416 SE Wall  
Des Moines, IA 50320  
Business:  
Home: 285-3465  
Term: 3-Year

Mr. Dennis R. Nemmers  
Nemmers Heating and Air Conditioning  
4807 Aurora  
Des Moines, IA 50310  
Business: 276-7750  
Home:  
Term: 2-Year

Mr. Eber Kappleman  
Owner  
Kappleman Refrigeration Service  
Indianola, IA 50125  
Business: 961-4500  
Home:  
Term: 3-Year

Mr. Kim West  
Mitchell-West Furnace Co., Inc.  
2203 E. Grand Avenue  
Des Moines, IA 50317  
Business: 265-0385  
Home:  
Term: 2-Year

Mr. Lawrence Boyd  
Cassaday Refrigeration Co.  
5554 NE 14th  
Des Moines, IA 50313  
Business: 266-2196  
Home:  
Term: 3-Year

DES MOINES AREA COMMUNITY COLLEGE  
Business Department  
Data Processing Advisory Committee  
FALL 1980

Mr. Max Buckley  
Maytag Company  
403 West Fourth St., N  
Newton, IA 50208  
Business: 792-7000  
Home:  
Term: 1-Year

Mr. Bob Myers  
Aid Insurance  
Box 974  
701 5th Ave.  
Des Moines, IA 50304  
Business: 280-4320  
Home:  
Term: 1-Year

Mr. Jon Prunty  
Polk-Des Moines Computer Serv.  
East First & Des Moines St.  
Des Moines, IA 50309  
Business: 283-4060  
Home:  
Term: 1-Year

Mr. Ernie Moore  
American Republic Ins. Co.  
6th & Keo Way  
Des Moines, IA 50309  
Business: 245-2330  
Home:  
Term: 1-Year

Mr. Dale Nelson  
State Comptrollers Office  
Lucas State Office Bldg.  
Des Moines, IA 50316  
Business: 281-5503  
Home:  
Term: 1-Year

Mr. Gerald Graff  
Central National Bank  
Locust at Sixth  
Des Moines, IA 50309  
Business: 245-7200  
Home:  
Term: 2-Year

Mr. Dave Kuskulis  
Fawn Engineering Co.  
8040 University  
Des Moines, IA 50311  
Business: 274-3641  
Home:  
Term: 1-Year

Mr. Tom Cox  
Dial Financial Corp.  
207 Ninth St.  
Des Moines, IA 50307  
Business: 243-2131  
Home:  
Term: 2-Year

Ms. Mary Pat Hayes  
Hawkeye Security Ins. Co.  
1017 Walnut  
Des Moines, IA 50309  
Business: 245-4060  
Home:  
Term: 1-Year

Mr. Robert Moorehead  
Continental Western Ins. Co.  
P.O. Box 1594  
Des Moines, IA 50306  
Business: 278-3205  
Home:  
Term: 2-Year



Mr. Ed Coffman  
Farm Bureau Life Ins. Co.  
5400 University  
West Des Moines, IA 50265  
Business: 225-5725  
Home:  
Term: 3-Year

Mr. Wayne O. Ostendorf  
Iowa State University  
Room #117, Pearson Hall  
Ames, IA 50010  
Business: 294-2126  
Home:  
Term: 3-Year

Mr. Loran Vanden Oever  
Rolscreen Company  
102 Main Street  
Pella, IA 50219  
Business: 628-1000  
Home:  
Term: 3-Year

Mr. Gary Bell  
1901 Bell  
Des Moines, IA 50315  
Business:  
Home: 247-2148  
Term: 3-Year

DES MOINES AREA COMMUNITY COLLEGE  
Diversified Occupations Department  
Machine Drafting Advisory Committee  
FALL 1980

Mr. Robert Mayo  
Drafting Supervisor  
EMCO Industries, Inc.  
Box 864  
Des Moines, IA 50317  
Business: 265-6101  
Home:  
Term: 1-Year

Mrs. Tami Jacobson  
603 E Main, Apt. #7  
Marshalltown, IA 50158  
Business:  
Home: 753-4051  
Term: 2-Year

Mr. James Mack  
Senior Tool Engineer  
The Maytag Company  
Newton, IA 50208  
Business: 792-7000  
Home:  
Term: 1-Year

Mr. Dean Sanders  
Section Mgr.-Engr. Draft  
Sundstrand Corp.  
2800 E 13th  
Ames, IA 50010  
Business: 239-6000  
Home:  
Term: 3-Year

Mr. Francis Giehl  
Project Engineer Mgr.  
Economy Forms Corp.  
4301 NE 14th  
Des Moines, IA 50313  
Business: 266-1141  
Home:  
Term: 1-Year

Ms. Helen Lechelt  
Drafting Technician  
John Deere Des Moines Works  
P. O. Box 1595  
Des Moines, IA 50306  
Business: 283-3992  
Home:  
Term: 3-Year

Mr. Marvin King  
Design Engineer  
Delavan Mfg. Company  
811 - 4th Street  
West Des Moines, IA 50265  
Business: 274-1561  
Home:  
Term: 2-Year

Mr. Terry Lee  
Design Drafting  
AMF  
3811 McDonald  
Des Moines, IA 50309  
Business: 265-3461, Ext. 338  
Home:  
Term: 3-Year

Mr. Steve Vos  
Draftsman Illustrator  
Ver Meer Mfg.  
Box 200  
Pella, IA 50219  
Business: 628-3141  
Home:  
Term: 2-Year

Mr. Rick A. Hackett  
Project Draftsman  
General Filter  
N. Arrasmith Trail, Box 350  
Ames, IA 50010  
Business: 232-4121  
Home:  
Term: 3-Year

Mr. Dean Hammerstron  
Drafting Technician  
John Deere Des Moines Works  
P. O. Box 1595  
Des Moines, IA 50306  
Business: 283-3831  
Home:  
Term: 3-Year

*Item 6b.*

DES MOINES AREA COMMUNITY COLLEGE  
CRIMINAL JUSTICE ADVISORY COMMITTEE  
FALL 1980

Three Year Term

Thomas Hopewell  
Assistant Director  
Bureau of Criminal Investigation  
Lucas State Office Building  
Des Moines, IA 50309  
PH: 281-5138

Gary Ventling  
Chief Probation Officer  
Polk County Juvenile Court  
West 3rd & Court Avenue  
Des Moines, IA 50309  
PH: 284-6270

Ben Yarrington  
Assistant Director  
Iowa Law Enforcement Academy  
Johnston, IA 50131  
PH: 278-9357

Jeff Hanover, Clinical Psychologist  
Girls State Training School  
Box 181  
Mitchellville, IA 50169  
PH: 967-4236

Two Year Term

Jim Wacker, Assistant Director  
YMCA Boys Home  
Box 39  
Johnston, IA 50131  
PH: 276-3473

Bob Rice, Sheriff  
Polk County Sheriff's Department  
Special Operations  
615 Cherry Street  
Des Moines, IA 50309  
PH: 284-6280

Trish MacRae Harlow, Director  
Central Iowa Area Crime Commission  
112 - 11th Street  
Des Moines, IA 50309  
PH: 283-1521

Beth Galetich  
1512 NW 9th  
Ankeny, IA 50021  
PH: 964-5225

One Year Term

Captain William Zinzer  
Des Moines Police Department  
East First & Court avenue  
Des Moines, IA 50309  
PH: 283-4853

Colonel Edward Dickinson, Director  
Iowa Highway Patrol  
Lucas State Office Building  
Des Moines, IA 50309  
PH: 281-5824

Sheriff John Stark  
Story County Sheriff's Office  
Nevada, IA 50201  
PH: 382-6566

Dennis Ballard, Chief  
Ankeny Police Department  
Ankeny, IA 50021  
PH: 964-4550

DES MOINES AREA COMMUNITY COLLEGE  
FIRE SCIENCE ADVISORY COMMITTEE  
FALL 1980

Three Year Term

Kenneth Danley  
2706 Tiffin  
Des Moines, IA 50317  
PH: 265-4158  
283-4240(Fire Prevention Bureau)

Beatrice Clupper  
Instructional Services  
Department of Public Instruction  
Grimes State Office Building  
Des Moines, IA 50319

Reynold Hentges  
Assistant State Fire Marshall  
9th and Mulberry  
Des Moines, IA 50309  
PH: 281-5821

Roger Sweet (Ex Officio Member)  
Fire Service Extension  
Iowa State University  
Ames, IA 50010

Keith Royer (Ex Officio Member)  
Fire Service Extension  
Iowa State University  
Ames, IA 50010

Two Year Term

Reginald Gass  
4333 Ashby  
Des Moines, IA 50310  
PH: 277-7684 (R)  
243-0971 (B)

R. J. Ruby  
Property Underwriting Manager  
Employers Mutual Companies  
717 Mulberry  
Des Moines, IA 50309  
PH: 280-2576

Douglas Smith, Assistant Dean  
College of Continuing Education  
Drake University  
Des Moines, IA 50311  
PH: 271-2181

Lee Williams, Fire Chief  
Des Moines Fire Department  
9th and Mulberry  
Des Moines, IA 50309  
PH: 283-4197

One Year Term

Richard Oggero  
Weitz Company  
607 Locust  
Des Moines, IA 50309  
PH: 245-7630

Jim Simmons  
Marshalltown Fire Department  
Marshalltown, IA 50158  
PH: 754-5723

DES MOINES AREA COMMUNITY COLLEGE  
HUMAN SERVICES ADVISORY COMMITTEE  
FALL 1980

Three-Year Term

Geneva Hawk  
Management and Planning  
Iowa Department of Social Services  
Hoover Building - 5th Floor  
Des Moines, IA 50319

Two-Year Term

Barnett Devine  
Alcohol Treatment Program  
Veterans Administration Hospital  
30th and Euclid  
Des Moines, IA 50310

Max Schott  
Personnel Officer  
Woodward State Hospital-School  
Woodward, IA 50276

Elizabeth Turner  
3421 Clark  
Des Moines, IA 50311

Katy Gammack  
6915½ Colby  
Des Moines, IA 50311

Mark Haverland  
7384 NW 16th  
Ankeny, IA 50021

Alvera Stern  
Shelter and Youth Services  
712 Burnett  
Ames, IA 50010

One-Year Term

Dr. Stan Haugland, Director  
Alcoholism Treatment Program  
Iowa Methodist Hospital  
1200 Pleasant  
Des Moines, IA 50308

Glenna L. Williams  
1602 - 4th Street  
Perry, IA 50220

Karen Salter  
843 - 40th Place  
Des Moines, IA 50312

Jeanette Spencer  
711 - 26th Street  
Des Moines, IA 50312

DES MOINES AREA COMMUNITY COLLEGE  
LABOR STUDIES ADVISORY COMMITTEE  
FALL 1980

Three-Year Term

Charles McKenna  
International Rep.  
United Auto Workers  
2525 E. Euclid, #210  
Des Moines, IA 50317  
Ph: 265-9877

Harold Belken  
D.M. Musicians 75  
416 East Gray  
Des Moines, IA 50315  
Ph: 282-0871

Frank Steinbach, President  
U.A.W. 450  
4598 - 6th Avenue  
Des Moines, IA 50313  
Ph: 283-1784 or 964-2925

Paul Mann, President  
Des Moines Ed. Assoc.  
3116 Ingersoll Avenue  
Des Moines, IA 50312  
Ph: 277-6271

Ruth Brassfield, President  
Graphic Arts Int. 71B  
P. O. Box 143  
West Des Moines, IA 50265  
Ph: 277-7498 or 284-2134

Two-Year Term

Bill Powell  
Business Manager  
International Pressman  
2000 Walker, Suite D  
Des Moines, IA 50317  
Ph: 265-1190

Perry Chapin, President  
South Central Ia. Federation  
Of Labor  
2000 Walker  
Des Moines, IA 50317  
Ph: 265-1826 or 262-3229

Mark Smith  
Secretary/Treasurer  
Iowa Federation of Labor  
2000 Walker  
Des Moines, IA 50317  
PH: 265-1826

Lynn Feekin  
Labor Center - University of Iowa  
25 Phillips Hall  
Iowa City, IA 52242  
Ph: 319-353-5355

Charles Gifford, President  
State C.A.P. UAW  
2525 East Euclid, #201  
Des Moines, IA 50317  
Ph: 265-9877

One-Year Term

Max Tipton, President  
U.A.W. 997  
P. O. Box 278  
Newton, IA 50208  
Ph: 792-5005

Phil Langerman, Dean  
Continuing Education  
Drake University  
2700 University  
Des Moines, IA 50311  
Ph: 271-2181

Roger Millang  
Labor Representative  
Greater United Way  
700 - 6th Avenue  
Des Moines, IA 50309  
Ph: 282-5200

Jim Blanchard, Secretary-Treasurer  
Business Agent Local 394  
P. O. Box 6040  
Des Moines, IA 50309  
Ph: 262-9791

One-Year Term (Continued)

Clewis Walden, Impasse Specialist  
Iowa State Education Association  
4025 Tonawanda Drive  
Des Moines, IA 50312  
Ph: 279-9711 or 276-0362



DES MOINES AREA COMMUNITY COLLEGE  
LEGAL ASSISTANT ADVISORY COMMITTEE  
FALL 1980

Three Year Term

Marvin E. Dückworth  
Attorney at Law  
510 Central National Bank Bldg.  
Des Moines, IA 50309  
PH: 244-0111

James Twedt  
Attorney at Law  
523 Broad Street  
Story City, IA 50248  
PH: 733-4377

Sherry LeVine  
125 Grand Avenue  
P. O. Box 496  
West Des Moines, IA 50265  
PH: 274-0428

Two Year Term

Charlie Crook  
Attorney at Law  
2915 E. 25th  
Des Moines, IA 50317  
PH: 288-6572

Mary Weibel  
Industrial Commissioners Office  
Workers Compensation Service  
Farm Bureau Building  
Des Moines, IA 50309  
PH: 281-3964

Leslie Babich  
Attorney at Law  
944 - 37th  
Des Moines, IA 50311

Sandra Winters  
Union Story Bank  
405 Main  
Ames, IA 50010  
PH: 232-8200

David Morse  
Attorney Generals Office  
State of Iowa  
Capitol Building  
Des Moines, IA 50309  
PH: 281-5164

One Year Term

Richard Baskerville  
Attorney at Law  
Swift, Brown & Winick  
1200 Register & Tribune Bldg.  
Des Moines, IA 50309  
PH: 283-2076

Amanda Dorr  
Attorney at Law  
U. S. Justice Department  
U. S. District Attorney  
E. 1st & Walnut  
Des Moines, IA 50309  
PH: 284-4400

W. K. Doran  
Attorney at Law  
Doran, Doran & Courter  
Security Bank Building  
809 - 8th Street  
Boone, IA 50036  
PH: 432-1355

Debra Freel  
Peddicord, Simpson & Sutphin Law Firm  
300 Fleming Bldg.  
Des Moines, IA 50309  
PH: 243-2100

DES MOINES AREA COMMUNITY COLLEGE  
RECREATIONAL LEADERSHIP ADVISORY COMMITTEE  
FALL 1980

Three Year Term

Gary Burkett  
Activities Director  
Work Activity Center  
Boone, IA 50036

Dr. Dan McClean, Professor  
Department of Leisure Services  
Iowa State University  
Ames, IA 50010

Marilyn McGinty  
RR #1  
Rockwell City, IA 50579

Angie Anderson, Recreation Director  
Yunker's Rehabilitation Center  
Iowa Methodist Hospital  
Des Moines, IA 50308

Dr. Virginia Frye  
Head of Leisure Services  
Physical Education Department  
Iowa State University  
Ames, IA 50010

Carol Benson  
Recreational Therapist  
Dept. of Public Health  
Des Moines, IA 50309

Two Year Term

Glen Thompson  
Recreation Extension Sp.  
Iowa State University  
Ames, IA 50010

One Year Term

Malcolm Chamberlain  
Director of Activities Therapy  
Woodward State Hospital  
Woodward, IA 50276

Dr. Mike Teaque, Acting Head  
Recreation Education Department  
University of Iowa  
Iowa City, IA 52240

DES MOINES AREA COMMUNITY COLLEGE  
SENIOR MENTOR ADVISORY COMMITTEE  
FALL 1980

Three Year Term

Mary Voorhees  
Iowa Commission on Aging  
415 - 10th Street  
Des Moines, IA 50309

Lois Vignovich  
4600 Broadway  
Des Moines, IA 50317

Mrs. George Irwin  
Bagley,  
IA 50026

Two Year Term

A. E. Burton  
516 E. 2nd Street, South  
Newton, IA 50208

Earl Henderson  
3900 Sherman Blvd.  
Des Moines, IA 50310

One Year Term

Elaine Szymoniak  
2116 - 44th Street  
Des Moines, IA 50311

Dr. Emanuel Davis  
730 - 27th Street  
Des Moines, IA 50312

Mrs. Vern Coles  
2170 NW 84th Avenue  
Ankeny, IA 50021

Emma Hill  
1321 - 13th Place  
Des Moines, IA 50314

DES MOINES AREA COMMUNITY COLLEGE  
PRE-TEACHER ASSOCIATE ADVISORY COMMITTEE  
FALL 1980

Three Year Term

Karen Anderson  
Norwalk High School  
Norwalk, IA 50211

Frank Hildreth  
6402 Northwest Drive  
Des Moines, IA 50311

Helen Coe  
Ames Public Schools  
120 S. Kellogg  
Ames, IA 50010

Pherrin C. Dowell  
Asst. Director, Elementary Educ.  
Des Moines Public Schools  
1800 Grand  
Des Moines, IA 50307

Two Year Term

Mary Lou Fritsch  
Central Junior High School  
6th and Clark  
Ames, IA 50010

Lloyd Nelson  
Director, Elementary Educ.  
Ankeny Community Schools  
420 School Street  
Ankeny, IA 50021

Dr. Bill Clark  
Assistant Superintendent  
Heartland Education Agency  
1932 SW 3rd Street  
Ankeny, IA 50021

One Year Term

Judy Cort  
5900 - 27th Avenue, NE  
Altoona, IA 50009

Sally Drake  
8108 Madison  
Urbandale, IA 50322

DES MOINES AREA COMMUNITY COLLEGE  
Regular Board Meeting  
Monday, August 11, 1980  
Building 2 - Room 15 - Ankeny Campus

AGENDA

5:30 P.M. CALL TO ORDER

6:30 P.M. DINNER - CAFETERIA

1. APPROVAL OF TENTATIVE AGENDA
2. PRESENTATION OF THE MASTER LANDSCAPING PLAN FOR THE CAMPUS -  
Jon Crose
3. PUBLIC COMMENTS
4. APPROVAL OF MINUTES - July 14 regular meeting
5. REPORTS
  - a. ICASB - Rowen
  - b. Funding formula & area supts. - Lowery
  - c. Legislation - Kerr
  - d. Monthly financial - Snyders
6. NEW BUSINESS
  - a. Personnel report.
7. TERMINATION OF CERTAIN PERSONNEL UNDER SPECIALLY FUNDED CONTRACTS
8. REPLACEMENTS ON CAREER ED ADVISORY COMMITTEES
9. PRESENTATION OF CLAIMS AND ACCOUNTS
10. ADJOURNMENT

*Posted*  
~~RECEIVED~~ *ckw*  
AUG 5 1980  
SUPT'S OFFICE