

Board of Directors
Des Moines Area Community College

BOARD RETREAT May 6, 2013	A retreat of the Des Moines Area Community College Board of Directors was held at the Carroll campus on May 6, 2013. Board Chair Joe Pugel called the meeting to order at 3:07 p.m.
ROLL CALL	Members present: Kevin Halterman, Jim Knott, Cheryl Langston, Joe Pugel. Members connected via telenet: Wayne Rouse. Members absent: Fred Buie, Jeff Hall, Ben Norman, Madelyn Tursi. Others present: Rob Denson, President/CEO; Carolyn Farlow, Board Secretary; Greg Martin, Vice President of Business Services; Sandy Tryon, Executive Director of Human Resources; Reynolds & Reynolds staff members.
CONSIDERATION OF TENTATIVE AGENDA	Rouse moved; seconded by Langston to approve the tentative agenda as presented. Motion passed unanimously. Aye-Halterman, Knott, Langston, Pugel, Rouse. Nay-none.
CLOSED SESSION	Langston moved; seconded by Knott to hold a closed session to conduct a strategy meeting of a public employer concerning employees covered by a collective bargaining agreement as provided in Section 20.17(3) of the Iowa Code and as provided in Section 21.5(j) of the Open Meetings Law, to discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property. Motion passed on a roll call vote. Aye-Halterman, Knott, Langston, Pugel, Rouse. Nay-none.
RETURN TO OPEN SESSION	The Board returned to open session at 3:35 pm. A tape recording of the closed session has been placed in the lock box at Community State Bank.
ADJOURN	Halterman moved to adjourn; seconded by Pugel. Motion passed unanimously and at 3:37 pm, Board Chair Joe Pugel adjourned the meeting. Aye-Halterman, Knott, Langston, Pugel, Rouse. Nay-none.

JOE PUGEL, Board Chair

CAROLYN FARLOW, Board Secretary

**Board of Directors
Des Moines Area Community College**

PUBLIC HEARING
May 6, 2013

A special meeting of the Des Moines Area Community College Board of Directors was held at the Carroll campus on May 6, 2013. Board Chair Joe Pugel called the meeting to order at 4:02 p.m.

ROLL CALL

Members present: Kevin Halterman, Jim Knott, Cheryl Langston, Joe Pugel.

Members connected via telenet: Ben Norman, Wayne Rouse.

Members absent: Fred Buie, Jeff Hall, Madelyn Tursi.

Others present: Robert Denson, President; Carolyn Farlow, Board Secretary; faculty and staff.

CONSIDERATION OF
TENTATIVE AGENDA

Rouse moved; seconded by Langston to approve the tentative agenda as presented.

Motion passed unanimously. Aye-Halterman, Knott, Langston, Norman, Pugel, Rouse. Nay-none.

ACKNOWLEDGEMENT OF
PUBLIC HEARING

Board Secretary Carolyn Farlow reported that the notice of the time and place for the DMACC West Campus Maintenance and Storage Building was published in the Des Moines Register on Friday, April 12. The Notice to Bidders was published in the Des Moines Register on Friday, April 12 and again on Friday, April 19. No written objections have been received.

PUBLIC COMMENTS

None.

DMACC WEST CAMPUS
MAINTENANCE AND
STORAGE BUILDING

Board Report 13-028. Attachment #1. Halterman moved; seconded by Rouse recommending that the Board adopt the resolution approving plans and specifications, form of contract and estimated costs for the DMACC West Campus Maintenance and Storage Building and to award the contract to Prostruct Construction, Inc.

Motion passed on a roll call vote. Aye-Halterman, Knott, Langston, Norman, Pugel, Rouse. Nay-none.

ADJOURN

Knott moved; seconded by Langston to adjourn. Motion passed unanimously and at 4:06 p.m. Board Chair Joe Pugel adjourned the meeting. Aye-Halterman, Knott, Langston, Norman, Pugel, Rouse. Nay-none.

JOE PUGEL, Board Chair

CAROLYN FARLOW, Board Secretary

Board of Directors
Des Moines Area Community College

REGULAR MEETING May 6, 2013	The regular meeting of the Des Moines Area Community College Board of Directors was held at the Carroll Campus on May 6, 2013. Board Chair Joe Pugel called the meeting to order at 4:07 p.m.
ROLL CALL	Members present: Kevin Halterman, Jim Knott, Cheryl Langston, Joe Pugel. Members connected via telenet: Ben Norman, Wayne Rouse. Members absent: Fred Buie, Jeff Hall, Madelyn Tursi. Others present: Robert Denson, President; Carolyn Farlow, Board Secretary; faculty and staff.
CONSIDERATION OF TENTATIVE AGENDA	Rouse moved; seconded by Langston to approve the tentative agenda as presented. Motion passed unanimously. Aye-Halterman, Knott, Langston, Norman, Pugel, Rouse. Nay-none.
PUBLIC COMMENTS	None.
PRESENTATION	Steve Schulz, Provost of Carroll Campus, welcomed everyone to the Carroll campus and then introduced his faculty and staff and thanked them for their hard work. Lisa Dreesman, Librarian/Media Specialist, provided an overview of the Earth Week activities on campus. Schulz presented highlights from the past year, including sustainability efforts, the Literacy Festival, the Toys for Tots Drive, the Youth Entrepreneurial Camp, PTK activities, the addition of high school courses and the home built in Glidden.
CONSENT ITEMS	Halterman moved; seconded by Langston to approve the consent items: a) Minutes from the April 9, 2013 Joint Meeting with Heartland AEA, Public Hearing and Regular Board Meeting; b) Human Resources report and Addendum (Attachment #1); and c) Payables (Attachment #2). Motion passed unanimously. Aye-Halterman, Knott, Langston, Norman, Pugel, Rouse. Nay-none.
APPROVE RETRAINING OR TRAINING AGREEMENTS	Langston moved; seconded by Knott to approve Items #7-16 as one consent item. Motion passed on a roll call vote. Aye-Halterman, Knott, Langston, Norman, Pugel, Rouse. Nay-none.
<i>Hy-Line International Project #2</i>	<u>Board Report 13-029</u> . Attachment #3. A resolution approving the form and content and execution and delivery of a retraining or training agreement under Chapter 260F , Code of Iowa, for Hy-Line International Project #2 .

<i>Iowa Newspaper Association Project #2</i>	<u>Board Report 13-030.</u> Attachment #4. A resolution approving the form and content and execution and delivery of a retraining or training agreement under Chapter 260F , Code of Iowa, for Iowa Newspaper Association Project #2 .
<i>La Quercia, L.L.C. Project #3</i>	<u>Board Report 13-031.</u> Attachment #5. A resolution approving the form and content and execution and delivery of a retraining or training agreement under Chapter 260F , Code of Iowa, for La Quercia, L.L.C. Project #3 .
<i>MAHLE Filter Systems North America, Inc. Project #3</i>	<u>Board Report 13-032.</u> Attachment #6. A resolution approving the form and content and execution and delivery of a retraining or training agreement under Chapter 260F , Code of Iowa, for MAHLE Filter Systems North America, Inc. Project #3 .
<i>Raytech Measuring Systems, Inc.</i>	<u>Board Report 13-033.</u> Attachment #7. A resolution approving the form and content and execution and delivery of a retraining or training agreement under Chapter 260F , Code of Iowa, for Raytech Measuring Systems, Inc.
<i>Infonet Corporation dba Summit Products, Inc.</i>	<u>Board Report 13-034.</u> Attachment #8. A resolution approving the form and content and execution and delivery of a retraining or training agreement under Chapter 260F , Code of Iowa, for Infonet Corporation dba Summit Products, Inc.
<i>World Class Industries, Inc.</i>	<u>Board Report 13-035.</u> Attachment #9. A resolution approving the form and content and execution and delivery of a retraining or training agreement under Chapter 260F , Code of Iowa, for World Class Industries, Inc.
<i>Agri Drain Corp., Project #7</i>	<u>Board Report 13-036.</u> Attachment #10. A resolution approving the form and content and execution and delivery of a Workforce Training and Economic Development Training Contract under Chapter 260C , Code of Iowa, for Agri Drain Corp., Project #7 .
<i>AnnuitiesPlus, L.C.</i>	<u>Board Report 13-037.</u> Attachment #11. A resolution approving the form and content and execution and delivery of a Workforce Training and Economic Development Training Contract under Chapter 260C , Code of Iowa, for AnnuitiesPlus, L.C.
<i>Jenny Wren Enterprises, L.L.C.</i>	<u>Board Report 13-038.</u> Attachment #12. A resolution approving the form and content and execution and delivery of a Workforce Training and Economic Development Training Contract under Chapter 260C , Code of Iowa, for Jenny Wren Enterprises, L.L.C.
APPROVAL OF SELF-INSURANCE PROGRAM	<u>Board Report 13-039.</u> Attachment #13. Halterman moved; seconded by Langston recommending that the Board authorize the establishment of a self-insurance program, more specifically a 12/12 contract with a \$125,000 Stop Loss provision and designating the Early Retiree Reinsurance Program (EERP) refund the College received as part of the reserve fund, for health insurance and approve an Administrative Service Agreement for administration of the program with Wellmark, Inc. to be effective as of July 1, 2013.

Motion passed on a roll call vote. Aye-Halterman, Knott, Langston, Norman, Pugel, Rouse. Nay-none.

APPROVAL OF ADDITION OF
GIFT ACCEPTANCE
COMMITTEE TO
FOUNDATION BY-LAWS

Board Report 13-040. Langston moved; seconded by Halterman recommending that the Board approve the addition of a Gift Acceptance Committee to the DMACC Foundation By-Laws.

Motion passed on a roll call vote. Aye-Halterman, Langston, Norman, Pugel, Rouse. Nay-none.

APPROVE MEMBERSHIP
DUES IN ACCT
July 1, 2013-June 30, 2014

Board Report 13-041. Halterman moved; seconded by Langston recommending that the Board approve a motion renewing membership to the Association of Community College Trustees (ACCT) and authorizing payment of annual dues in the amount of \$6,235.

Motion passed on a roll call vote. Aye-Halterman, Langston, Norman, Pugel, Rouse. Nay-none.

ADOPT REVISED DMACC
MISSION AND VISION
STATEMENTS

Board Report 13-042. Langston moved; seconded by Pugel recommending that the Board that the Board adopt the following mission and vision statements:

MISSION:

DMACC provides quality, affordable, student-centered education and training designed to empower all students in their pursuit of life's opportunities and career goals.

VISION:

DMACC will improve the quality of life for individuals in its communities by meeting their educational and training needs throughout their lives.

Motion passed unanimously. Aye-Halterman, Langston, Norman, Pugel, Rouse. Nay-none.

RECEIVE AND FILE
TERMINATION OF SPECIALLY
FUNDED TEACHER'S
CONTRACTS

Board Report 13-043. Rouse moved; seconded by Halterman to receive and file the President's recommendation for termination of six specially funded faculty members under Iowa Code Chapter 279.

Motion passed unanimously. Aye-Halterman, Knott, Langston, Norman, Pugel, Rouse. Nay-none.

APPROVE TERMINATION OF
SPECIALLY FUNDED
TEACHER'S CONTRACTS

Board Report 13-044. Halterman moved; seconded by Rouse recommending that the Board of Directors terminate the teachers' contracts of Barbara Anderson, Jon McAlister, Marilyn Perry, J. Collin Moon, Nancy Coursen, and Douglas Miller, effective June 30, 2013.

Motion passed on a roll call vote. Aye-Halterman, Knott, Langston, Norman, Pugel, Rouse. Nay-none.

RECEIVE AND FILE
TERMINATION OF
TEACHER'S CONTRACTS
UNDER IOWA CODE
CHAPTER 279

Board Report 13-045. Langston moved; seconded by Rouse to receive and file the President's recommendation for termination of one faculty member under Iowa Code Chapter 279.

Motion passed unanimously. Aye-Halterman, Knott, Langston, Norman, Pugel, Rouse. Nay-none.

APPROVE TERMINATION OF
TEACHER'S CONTRACTS
UNDER IOWA CODE
CHAPTER 279

Board Report 13-046. Knott moved; seconded by Langston recommending that the Board of Directors terminate the teacher's contract of John McTaggart, effective May 3, 2013.

Motion passed on a roll call vote. Aye-Halterman, Knott, Langston, Norman, Pugel, Rouse. Nay-none.

APPROVE INSTRUCTIONAL
EQUIPMENT LEVY BALLOT
QUESTION FOR SEPTEMBER
10, 2013 SCHOOL ELECTION

Board Report 13-047. Attachment #14. Knott moved; seconded by Langston recommending that the Board approve the resolution directing the question of extending the Instructional Equipment Levy be submitted to the voters at the school election on September 10, 2013 as follows:

"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, Poweshiek, Shelby, Story and Warren, State of Iowa, cause to continue to be levied an additional tax not exceeding six cents per thousand dollars of assessed value in any one year for an additional period of ten years beginning with the tax levy to be made for collection in the fiscal year beginning July 1, 2015, for the purposes of program sharing between community colleges or for the purchase of instructional equipment of the Des Moines Area Community College."

Motion passed on a roll call vote. Aye-Halterman, Knott, Langston, Norman, Pugel, Rouse. Nay-none.

APPROVE PLANT FUND LEVY
BALLOT QUESTION FOR
SEPTEMBER 10, 2013
SCHOOL ELECTION

Board Report 13-048. Attachment #15. Halterman moved; seconded by Langston recommending that the Board approve the resolution directing the question of extending the Plant Fund Levy be submitted to the voters at the school election on September 10, 2013 as follows:

"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, Poweshiek, Shelby, Story and Warren, State of Iowa, cause to continue to be levied a tax not exceeding twenty and one-fourth (20 1/4) cents per thousand dollars of assessed value in any one year for an additional period of ten (10) consecutive years beginning with the tax levy to be made for collection in the fiscal year beginning July 1, 2015, to be used 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; for the purpose of paying costs of utilities; and for the purpose of maintaining, remodeling, improving, or expanding the Des Moines Area Community College (Merged Area XI); or for such other

purposes as authorized by law, all as provided in Chapter 260C, Section 22 of the Code of Iowa.”

Motion passed on a roll call vote. Aye-Halterman, Knott, Langston, Norman, Pugel, Rouse. Nay-none.

FINANCIAL REPORT

Greg Martin, Vice President, Business Services provided a brief update on levy activities and also presented the April 2013 financial report as shown in Attachment #16 to these minutes.

COMMITTEE REPORTS

None.

CLOSED SESSION

President Denson announced that there was no need for a Closed Session at this time.

RESIGNATION OF DIRECTOR,
DISTRICT VI

Ben Norman, Director District VI, tendered his resignation as a member of the Board of Directors effective immediately. Ben stated that he is in the process of moving out of state and needs to resign because his house sold faster than anticipated.

ADJOURN

Halterman moved to adjourn; seconded by Langston. Motion passed unanimously and at 5:00 p.m. Board Chair Pugel adjourned the meeting. Aye-Halterman, Knott, Langston, Norman, Pugel, Rouse. Nay-none.

JOE PUGEL, Board Chair

CAROLYN FARLOW, Board Secretary