

STATE OF IOWA
BEFORE THE PUBLIC EMPLOYMENT RELATIONS BOARD

APR 7 2001
PERB

| | | |
|--------------------------------------|---|----------------------|
| IN THE MATTER OF |) | |
| |) | |
| HAWKEYE COMMUNITY COLLEGE, |) | |
| Public Employer, |) | |
| |) | |
| and |) | CASES NOS 6310, 6312 |
| |) | 6321 |
| UNITED ELECTRICAL, RADIO AND MACHINE |) | |
| WORKERS OF AMERICA, |) | |
| Certified Employee Organization/ |) | |
| Petitioner |) | |

DECISION ON APPEAL

These matters are before us on an appeal filed by Hawkeye Community College from a proposed decision and order issued by an administrative law judge (ALJ) of the Public Employment Relations Board (PERB or Board) on June 8, 2001. United Electrical, Radio and Machine Workers of America (UE or Union) filed two clarification of unit petitions in Case Nos 6310 and 6312, seeking clarification as to whether two positions—Administrative Assistant-Maintenance Department and Graphic Designer—are included in the bargaining unit of classified employees represented by UE. The Union also filed a petition for amendment of unit in Case No. 6321, seeking to amend the unit to include the two positions if they were not already included. The College resisted the petitions, arguing these are "new" positions which are currently and should continue to be excluded from the unit. Following an evidentiary hearing on the consolidated cases, the ALJ determined the positions are not supervisory, that the graphic designer is not a professional position and that the administrative assistant is not a confidential position, as the

Based upon the foregoing, we hereby issue the following

ORDER

Case Nos 6310 and 6312.

The UE-represented bargaining unit of employees of Hawkeye Community College originally determined in PERB Case No. 5750 is clarified to include the position of "Administrative Assistant-Maintenance Services" and to exclude the professional position of "Graphic Designer " The unit description, as so clarified, is as follows

INCLUDED All full-time and regular part-time classified employees, including the following classifications Account Clerk, Administrative Assistant-Maintenance Services, Boiler Operator, Carpenter, Child Care Assistant, Computer Operator, Custodial Maintenance Worker, Data Entry Operator, Dental Clinic Receptionist, Electrician, Employment Assistance Specialist, Financial Aid Specialist, Food Service Worker, Graphic Artist, Grounds Maintenance Worker, Library Reference Assistant, Library Technician, Mail Courier, Maintenance Specialist, Maintenance Worker, Microcomputer Specialist, Partsroom Clerk, Photo Technician, Printer, Program Assistant, Secretary, Security Officer, Switchboard Operator, Tool Crib Attendant, Van Driver, Vehicle Maintenance Technician

EXCLUDED All managerial and confidential employees, including classified employees in the Human Resources Department, Executive Secretaries to the Vice-President of Academic Affairs, Vice-President of Student Services, Vice-President of Administrative Services, Vice-President of College Advancement, and the Dean of Instruction, the Administrative Secretary of the department of Academic Outreach, Payroll Specialist, all other administrative secretaries, research assistant, marketing assistant, graphic designer, and all other persons excluded by Section 4 of the Public Employment Relations Act

Case No 6321

The Union's petition for amendment of unit is dismissed

DATED at Des Moines, Iowa, this 7th day of March, 2002

PUBLIC EMPLOYMENT RELATIONS BOARD



Richard P Moore, Chair



M Sue Warner, Board Member



James R Riordan, Board Member

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Waterloo IA 50701

STATE OF IOWA

BEFORE THE PUBLIC EMPLOYMENT RELATIONS BOARD

| | | |
|------------------------------------|---|--------------|
| HAWKEYE COMMUNITY COLLEGE, |) | |
| Public Employer, |) | |
| |) | |
| and |) | CASE NO 5750 |
| |) | |
| UNITED ELECTRICAL, RADIO & MACHINE |) | |
| WORKERS OF AMERICA (UE), |) | |
| Petitioner |) | |

1/11/98
 BOARD

ORDER OF CERTIFICATION

The Public Employment Relations Board [Board or PERB] has been advised that an election was conducted pursuant to Order of the Board, that a majority of the ballots were cast for United Electrical, Radio & Machine Workers of America (UE), an employee organization, that no objections to the election have been filed, and that said employee organization has complied with all requirements of the Public Employment Relations Act, Chapter 20, Code of Iowa (1997) and the Rules thereunder

IT IS THEREFORE ORDERED that United Electrical, Radio & Machine Workers of America (UE), should be, and hereby is, designated and certified by this Board to be the exclusive bargaining representative for employees of Hawkeye Community College, a public employer, in the following bargaining unit

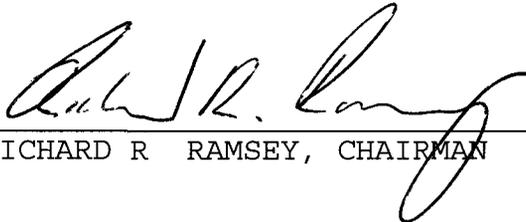
INCLUDED: All full-time and regular part-time classified employees, including the following classifications
 Account Clerk, Boiler Operator, Carpenter, Child Care Assistant, Computer Operator, Custodial Maintenance Worker, Data Entry Operator, Dental Clinic Receptionist, Electrician, Employment Assistance Specialist, Financial Aid Specialist, Food Service Worker, Graphic Artist, Grounds Maintenance Worker, Library Reference Assistant, Library Technician, Mail Courier, Maintenance Specialist, Maintenance Worker, Microcomputer Specialist, Partsroom Clerk, Photo Technician, Printer, Program Assistant, Secretary, Security Officer, Switchboard Operator, Tool Crib Attendant, Van Driver, Vehicle Maintenance Technician

CEO 1080

EXCLUDED: All managerial and confidential employees, including classified employees in the Human Resources Department, Executive Secretaries to the Vice-President of Academic Affairs, Vice-President of Student Services, Vice-President of Administrative Services, Vice-President of College Advancement, and the Dean of Instruction, the Administrative Secretary of the department of Academic Outreach, Payroll Specialist, all other administrative secretaries, research assistant, marketing assistant and all other persons excluded by Section 4 of the Public Employment Relations Act

DATED at Des Moines, Iowa this 22nd day of December, 1997

PUBLIC EMPLOYMENT RELATIONS BOARD

A handwritten signature in cursive script, appearing to read "Richard R. Ramsey", is written over a horizontal line.

RICHARD R RAMSEY, CHAIRMAN

cc Maxine Ballard
Steve Weidner
William Hierstein
Heather Riemer