

**THE EMPLOYER SHALL PROMPTLY POST THIS ORDER IN THE MANNER AND LOCATIONS CUSTOMARILY USED FOR THE POSTING OF INFORMATION TO EMPLOYEES. THIS ORDER SHALL REMAIN POSTED FOR 10 DAYS.**

**IF THE EMPLOYER CUSTOMARILY DISTRIBUTES INFORMATION TO EMPLOYEES BY ADDITIONAL MEANS, SUCH AS BY E-MAIL OR HARD COPY, THE EMPLOYER SHALL PROMPTLY DISTRIBUTE THIS ORDER TO THE AFFECTED EMPLOYEES THROUGH THOSE MEANS AS WELL.**

STATE OF IOWA  
BEFORE THE PUBLIC EMPLOYMENT RELATIONS BOARD

IN THE MATTER OF:	)	
	)	
Des Moines Area Community College, Public Employer,	)	BU-0808
	)	
and	)	
	)	
Des Moines Area Community College Educational Services Association, Certified Employee Organization.	)	

ORDER OF RECERTIFICATION

Following the filing of an order directing an election, a retention and recertification election pursuant to Iowa Code section 20.15(2) was conducted under the supervision of the Board. The Board, having subsequently reviewed the file and being fully advised in the premises, finds that a majority of the employees in the bargaining unit voted in favor of retaining and recertifying Des Moines Area Community College Educational Services Association as the exclusive bargaining representative of the bargaining unit described below.

No objections to the election having been filed as provided for in Iowa Code section 20.15(4) and PERB rule 621-5.4, the Board finds that an order of recertification should be issued.

IT IS THEREFORE ORDERED that Des Moines Area Community College Educational Services Association is hereby recertified as the exclusive bargaining

representative of the following bargaining unit of employees of Des Moines Area  
Community College:

INCLUDED: All regular secretarial/clerical, physical plant and food service employees who work a minimum of 20 hours per week for a period of nine months or more. (Regular employee refers to an employee hired into an authorized position for whom there is an expectation of ongoing employment.)

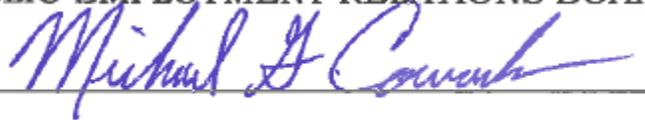
EXCLUDED: All non-regular employees; all student employees, all supervisory and administrative staff, all faculty and professional staff; Credentials/Graduation Analyst, all human resources staff, all secretaries to the College President, Vice-presidents, Assistant to the President, Executive Director, District Administration, Deans, and all other employees excluded by Section 4 of the Act. (Non-regular employee refers to an employee hired into an unauthorized position for a time of limited duration or a limited number of hours per week for whom there is no expectation of ongoing employment.)

Fixed Term - 1,000 hours or less per fiscal year

Part-time – Less than 20 hours per week for an indefinite period of time.

DATED at Des Moines, Iowa, this 7th day of November, 2017.

PUBLIC EMPLOYMENT RELATIONS BOARD

By: 

Michael G. Cormack, Chair

STATE OF IOWA  
BEFORE THE PUBLIC EMPLOYMENT RELATIONS BOARD

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PUBLIC EMPLOYMENT  
RELATIONS BOARD

IN THE MATTER OF	)	
	)	
DES MOINES AREA COMMUNITY COLLEGE,	)	
Petitioner/Public Employer	)	
	)	
and	)	CASE NO 7169
	)	
DES MOINES AREA COMMUNITY COLLEGE	)	
EDUCATIONAL SERVICES ASSOCIATION,	)	
Certified Employee	)	
Organization	)	

AMENDMENT OF BARGAINING UNIT AND CERTIFICATION

Upon a petition for amendment of bargaining unit duly filed under Section 13 of the Public Employment Relations Act [Act], Chapter 20, Iowa Code (1997) and Rule 4 6 of the Public Employment Relations Board [Board or PERB], the parties filed with the Board a stipulation of bargaining unit. Said stipulation was tentatively approved by the Board and adds the classification of "Credentials/Graduation Anaylst" to the existing list of positions specifically excluded from the bargaining unit, a Public Notice of Proposed Decision of Amendment of Bargaining Unit was posted in conformance with PERB rules, and no objections were filed, therefore

IT IS THEREFORE ORDERED that the bargaining unit previously determined in Case No 2274, and amended in Case No 4310, and the certification of Des Moines Area Community College Educational Services Association, is amended to read as follows:

INCLUDED: All regular secretarial/clerical, physical plant and food service employees who work a minimum of 20 hours per week for a period of nine months or more. (Regular employee refers to an employee hired into an authorized position for whom there is an expectation of ongoing employment )

EXCLUDED All non-regular employees; all student employees, all supervisory and administrative staff, all faculty and professional staff; Credentials/Graduation Analyst, all human resources staff, all secretaries to the College President, Vice-presidents, Assistant to the President, Executive Director, District Administration, Deans, and all other employees excluded by Section 4 of the Act. (Non-regular employee refers to an employee hired into an unauthorized position for a time of limited duration or a limited number of hours per week for whom there is no expectation of ongoing employment.)

Fixed Term 1,000 hours or less per fiscal year

Part-time - Less than 20 hours per week for an indefinite period of time

Dated at Des Moines, Iowa, this 8th day of December, 2005

PUBLIC EMPLOYMENT RELATIONS BOARD

By   
\_\_\_\_\_  
Neil A Barrick, Board Member

cc: Sandy Tryon  
Robert Wrobel

STATE OF IOWA  
BEFORE THE PUBLIC EMPLOYMENT RELATIONS BOARD

DES MOINES AREA COMMUNITY COLLEGE, )  
Public Employer, )  
and )  
DES MOINES AREA COMMUNITY COLLEGE )  
EDUCATIONAL SERVICES ASSOCIATION, )  
Certified Employee )  
Organization. )

CASE NO. 4310

FILED  
DEC 21 1990  
DES MOINES, IOWA

ORDER NUNC PRO TUNC

The Amendment of Bargaining Unit and Certification issued November 21, 1990 omitted the definition of fixed term and part-time employees. These definitions shall be inserted so that the unit description shall read:

**INCLUDED:** All regular secretarial/clerical, physical plant and food service employees who work a minimum of 20 hours per week for a period of nine months or more. (Regular employee refers to an employee hired into an authorized position for whom there is an expectation of ongoing employment.)

**EXCLUDED:** All non-regular employees; all student employees; all supervisory and administrative staff; all faculty and professional staff; all human resources staff; all secretaries to the College President; Vice-presidents; Assistant to the President; Executive Director, District Administration; Deans; and all other employees excluded by Section 4 of the Act. (Non-regular employee refers to an employee hired into an unauthorized position for a time of limited duration or a limited number of hours per week for whom there is no expectation of ongoing employment.)

Fixed Term - 1,000 hours or less per fiscal year.

Part-time - Less than 20 hours per week for an indefinite period of time.

DATED at Des Moines, Iowa this 18th day of December, 1990.

  
\_\_\_\_\_  
RICHARD R. RAMSEY, CHAIRMAN

cc: Jean Pluckhahn  
Eugene W. Boldt  
Jim Moore

STATE OF IOWA

BEFORE THE PUBLIC EMPLOYMENT RELATIONS BOARD

FILED 01550151  
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DES MOINES AREA COMMUNITY COLLEGE,	)	
Public Employer,	)	
and	)	CASE NO. 4310
DES MOINES AREA COMMUNITY COLLEGE	)	
EDUCATIONAL SERVICES ASSOCIATION,	)	
Certified Employee	)	
Organization/Petitioner.	)	

**AMENDMENT OF BARGAINING UNIT AND CERTIFICATION**

Upon a petition for amendment of bargaining unit duly filed under Section 13 of the Public Employment Relations Act [Act], Chapter 20, Iowa Code (1989) and Rule 4.6 of the Public Employment Relations Board [Board or PERB], the parties filed with the Board a Stipulation of Bargaining Unit.

Said Stipulation has been tentatively approved by the Board; a Public Notice of Proposed Decision of Amendment of Bargaining Unit has been posted in conformance with PERB Rules; and no objections have been filed, therefore:

**IT IS HEREBY ORDERED** that the bargaining unit previously determined in Case No. 2774 and the certification of Des Moines Area Community College Educational Services Association, is amended to read as follows:

**INCLUDED:** All regular secretarial/clerical, physical plant and food service employees who work a minimum of 20 hours per week for a period of nine months or more. (Regular employee refers to an employee hired into an authorized position for whom there is an expectation of ongoing employment.)

**EXCLUDED:** All non-regular employees; all student employees; all supervisory and administrative staff; all faculty and professional staff; all human resources staff; all secretaries to the College President; Vice-presidents; Assistant to the President; Executive Director, District Administration; Deans; and all other employees excluded by Section 4 of the Act. (Non-regular employee refers to

an employee hired into an unauthorized position for a time of limited duration or a limited number of hours per week for whom there is no expectation of ongoing employment.)

DATED at Des Moines, Iowa this 21<sup>st</sup> day of November, 1990.

PUBLIC EMPLOYMENT RELATIONS BOARD



RICHARD R. RAMSEY, CHAIRMAN

cc: Jean Pluckhahn  
Eugene W. Boldt  
Jim Moore

BEFORE THE PUBLIC EMPLOYMENT RELATIONS BOARD

DES MOINES AREA COMMUNITY COLLEGE	)	
EDUCATIONAL SERVICES ASSOCIATION,	)	
	)	
Certified Employee Organization,	)	CASE NO. 2274
	)	
and	)	
	)	ORDER OF CERTIFICATION
DES MOINES AREA COMMUNITY COLLEGE,	)	
	)	
Public Employer.	)	

NOW, on this 12th day of October, 1982 the Board being advised that an election was conducted pursuant to Order of the Board, and that a majority of the ballots were cast for Des Moines Area Community College Educational Services Association, an employee organization, and the Board being further advised that said employee organization has complied with all requirements of the Act and the Rules and Regulations thereunder,

IT IS HEREBY ORDERED that Des Moines Area Community College Educational Services Association should be, and hereby is, designated and certified by this Board to be the exclusive bargaining representative for the employees of Des Moines Area Community College, a public employer, in the following bargaining unit.

**INCLUDED:** All regular full-time and regular part-time secretarial/clerical, physical plant, and food service employees.

**EXCLUDED:** Head custodian Ankeny campus, food service supervisor, secretary to the president, secretary to the executive vice-president management services, secretary to the executive vice-president educational services, secretary to the vice-president development services; secretary to the manager business services; secretary to the manager student records and services, secretary to the manager human resources, all clerical staff in the human resource department (personnel), secretary to the dean of business and management, secretary to the dean industrial and technical, secretary to the dean health services and science, secretary to the dean public and human services, secretary to the dean Boone campus, secretary to the dean Urban campus, professional faculty, non-regular part-time\* secretarial/clerical, physical plant and food service employees, administrators, deans, managers, directors, coordinators-supervisors, non-certified professional staff; temporary employees\*\*, and all other employees excluded by Section 4 of the Act.

\*Non-regular part-time refers to those employees working less than four hours per day  
 \*\*Temporary employees means those employees employed by the College for a period of four months or less.

DONE by the Public Employment Relations Board.

  
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 JOHN R. LOTHL, BOARD MEMBER