

Proposed Ground Rules for Negotiation

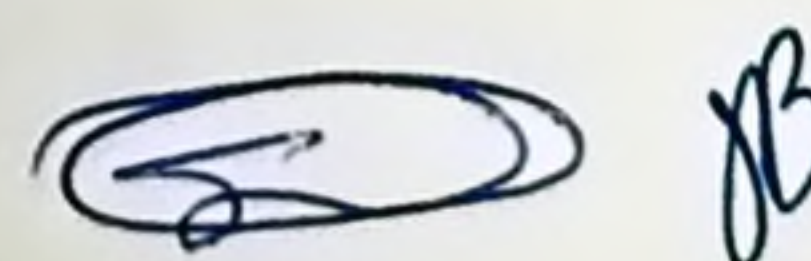
Miami University and the Faculty Alliance of Miami (FAM), AAUP-AFT, agree to the following ground rules governing negotiations of the parties' first collective bargaining agreement. The purpose of having ground rules is to expedite and facilitate the process. They should never become a hindrance or cause for a delay to the process.

1. **Chief Negotiator and Team Members** - Each bargaining team shall designate one member to act as the team's chief negotiator. This shall not be interpreted to prohibit any bargaining team representative of either party from speaking on any issue at appropriate times. Only the chief negotiator for each team shall have the authority to tentatively accept or reject a proposal.

2. **Good Faith** - It is the intent of both bargaining teams that negotiations be conducted in good faith, toward achieving a collective bargaining agreement mutually beneficial to both Miami University and the FAM. Both bargaining teams, and the parties they represent, agree to make negotiations a high priority.

3. Meetings

- (a) The parties agree to conduct negotiations in the following fashion: the parties shall meet in person and will also set up a Zoom link for bargaining team members to attend remotely to facilitate these negotiations in order to enable continuity of those present. Both parties will have a host in each Zoom session. Subject to 3(h) below, those chosen co-hosts will collaborate to manage admitting members but cannot eject anyone without mutual agreement. The co-hosts will not admit or allow any person to remain in the meeting that does not have their camera on and first and last name displayed. The university team will provide the OWL for broadcasting, subject to availability. All persons attending via Zoom shall remain on mute unless invited to speak by a Chief Negotiator.
- (b) The bargaining teams will mutually select and agree on the time and date of each negotiation meeting. The parties will endeavor to schedule general negotiations sessions in no less than half-day increments. By mutual agreement, starting and ending times for each meeting may be altered if necessary.
- (c) The bargaining teams further agree not to record the negotiation meetings. Specifically, there shall be no video recording, audio recording, live streaming, transcription, transmission or photography of any negotiation meetings.
- (d) Both parties will endeavor in good faith to meet on agreed upon dates, but it is recognized that from time to time it may be necessary to postpone a meeting due to pressing obligations that a member or members of either committee may have. The parties shall endeavor to provide each other at least two (2) days advance notice of the need to postpone or cancel a meeting, where possible, and to discuss rescheduling.
- (e) It is the responsibility of each team to inform their respective representatives of the next meeting, date, time, and location/zoom link.



- (f) The parties may, but are not required to, identify areas of discussion ahead of time and communicate their priorities for discussion, with neither party being precluded from raising other issues during the meeting. The parties shall not be required to exchange written proposals in advance of bargaining sessions.
- (g) The parties may add to, modify or withdraw their proposals. Once a proposal is withdrawn, that proposal shall no longer be considered during negotiations.
- (h) All negotiation meetings shall be limited to the two bargaining teams, unless both parties agree to the contrary. Either party may invite anyone other than the declared negotiations team members (for example, individuals to speak to specific topics or be present for proposals on certain subject matter). At the time that anyone other than a bargaining committee member or a FAM-bargaining unit employee is invited, the inviting party will provide notice to the other committee. Only current FAM-bargaining unit employees, AAUP-AFT officials and representatives, and University or FAM consultants such as economists and attorneys will be permitted to attend as observers. No members of the press or news media will be permitted to attend as observers.
- (i) The parties agree that no observer will be permitted to behave in a manner that is disruptive to the work of the bargaining committees. To the extent that any observer behaves in a manner that is disruptive to or impedes the work of the bargaining committees, the Chief Negotiators for each bargaining committee will discuss removal of such observer(s).
- (j) There will be no joint minutes. Each bargaining team will be responsible for taking their own notes and keeping their own record of each meeting.

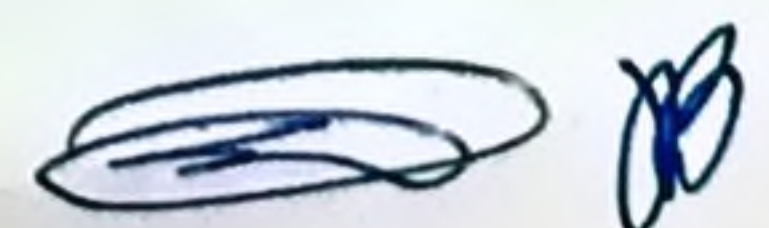
4. **Caucuses** - During any meeting, each bargaining team may call for a caucus whenever deemed necessary. When a caucus is called, the team requesting the caucus will provide the desired length of the caucus, which may be updated and communicated to the other team.

5. **Professional Responsibilities** - Pursuant to their annual appointment letters, FAM and University bargaining committee members agree to continue to perform their professional duties while participating in negotiations. Each bargaining committee member will be responsible for arranging coverage for their classes or other work-related obligations.

7. **Proposals** - Parties will submit proposals in writing, electronically with all changes tracked.

8. **Information Requests** - Any requests for information shall be made in writing.

9. **Tentative Agreements** - All tentative agreements reached by the parties shall be reduced to writing, dated, and signed by both chief negotiators. Electronic signatures are acceptable. Tentative agreements are not binding on either party until an overall final agreement is reached and such final agreement is ratified by the FAM membership and by the Miami University Board of Trustees.



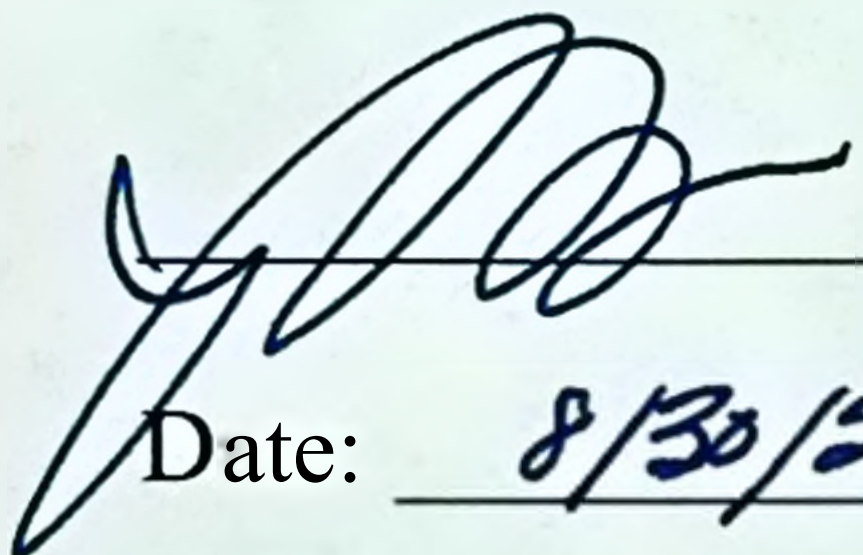
10. **Side Bars** - If both chief negotiators agree to engage in discussions in a side bar, and that a conversation will be kept "off the record," it is agreed that no notes will be taken and the "off the record" discussion will be treated as confidential. Moreover, nothing discussed in an "off the record" conversation will be deemed to be a bargaining proposal, stating an official position or binding on the parties.

11. **Professionalism** - Both bargaining teams agree to conduct themselves in bargaining with mutual professionalism, civility, respect, and dignity. Respect for bargaining team members representing each party as well as the leadership of the FAM, the AAUP/AFT and Miami University will be shown at all times.

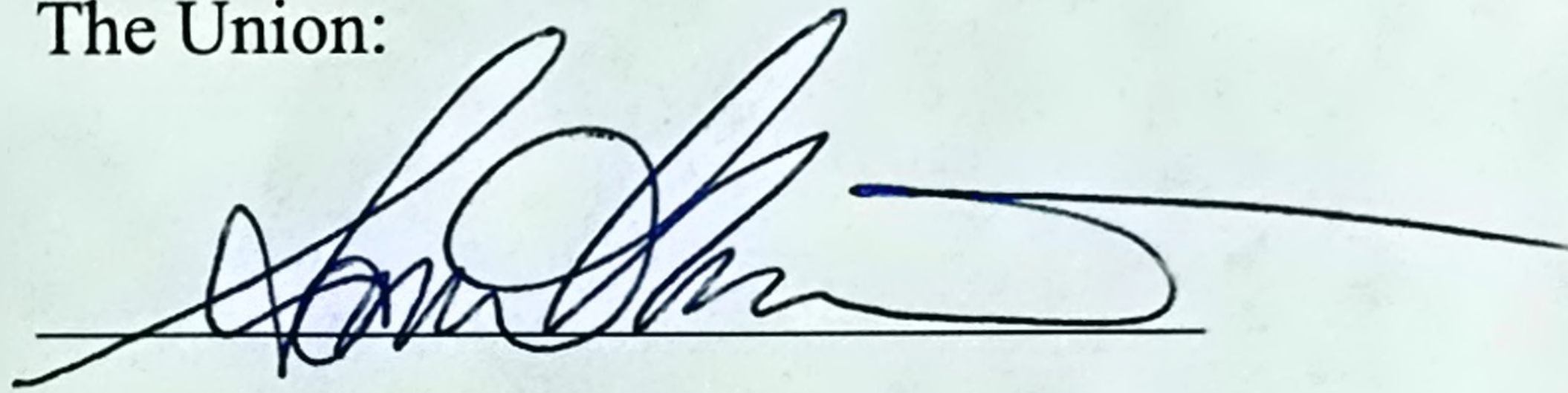
12. The parties will endeavor to meet at least twice monthly.

13. These ground rules may be amended by mutual agreement.

The University


Date: 8/30/23

The Union:


Date: Aug. 30, 2023