

Ground Rules  
January 13, 2017--Joint

1. Meetings -- A schedule of meetings will be jointly determined. Starting and ending times for each session may be altered as the need arises, by mutual consent. Meetings will not be audio or video recorded. Computers are permitted for note taking.
2. Quorum -- The presence of the chief negotiator and at least one other team member from both the AAUP-WSU and the University shall constitute a quorum for all meetings.
3. Agenda -- The agenda for each session will be mutually determined in advance insofar as possible, usually as the last item of business at the previous session. The agenda may be modified during the course of a meeting by mutual consent. This does not preclude a party from raising an issue that does not appear on the agenda. When such issues do arise, the parties may agree to pursue them; however, the "surprised" party need not respond in detail at that session. In addition, neither party is obligated to discuss changes received less than 48 hours in advance of the session, as set forth in paragraph 4.
4. Document Exchange --

All non-economic articles will be exchanged by March 10, 2017.

On April 7, the parties will exchange Articles 23, 24, 26, 31, and Appendix E

The parties do not anticipate making proposals to change Articles 9, 27, 32, 35 but they will discuss whether any of them require changes in order to be appropriate for a combined TET and NTE Agreement.

Counter proposals will be in writing and, whenever possible, exchanged 48 hours in advance of the session at which they are to be discussed to minimize possible confusion or misunderstanding and give each side sufficient time to understand the position of the other side. Exchange of proposals and counter proposals will be done electronically between chief negotiators. Electronic files will be segregated by article; that is a single data file will contain only one CBA article or appendix. The three deadlines in paragraph 4 may be changed by mutual consent.

5. Bargaining Team Membership -- The parties are free to amend the size and membership of their respective teams at the bargaining table. All participants will abide by these ground rules.
6. Proceedings -- Each chief negotiator will be responsible for the recognition and participation of each member of her/his team. All questions by team members or resource people should be directed to or through the chief negotiator.
7. Caucuses -- Either chief negotiator may call for a caucus whenever she/he deems it necessary, with time limits set and changed by mutual understanding. If either side feels it has the need for an extended caucus it can inform the other side and postpone negotiations until the next scheduled session.
8. Minutes -- There will be no joint minutes. Each party will be responsible for keeping its own record of the negotiations.
9. Temporary Impasse -- If the parties fail to reach an agreement on a particular item, negotiations will continue on other items and the parties will subsequently return to the item that was not settled.

10. Tentative Agreements -- Once both parties have reached agreement on all language in an article or appendix, that tentative agreement will be confirmed at the table in writing by having each chief negotiator initial a copy of the article or appendix. All such agreements remain tentative pending completion of a total agreement. Only the chief negotiators may make a commitment for their respective parties.
11. Communications -- Both parties have the responsibility to keep their constituents informed about the progress of negotiations. Each party has the right to make periodic progress reports to the party's constituencies; such reports shall be truthful and designed to be informative of the bargaining process.
12. Confidentiality -- If both chief negotiators agree that a conversation will be kept "off the record" then no notes will be taken and all elements of the "off the record" exchange will be kept strictly confidential. Either team may call for an end to the "off the record" at any time.
13. All negotiation sessions shall be closed to the public, including WSU students and the media.
14. It is the intent of both parties that negotiations be conducted at the bargaining table and in good faith towards achieving a contract mutually beneficial to all.
15. The parties agree that these meetings shall be used to negotiate a contract for the combined NTE and TET Bargaining Units.
16. The agreement between Wright State University and the Wright State University Chapter of the American Association of University Professors ending June 30, 2017 will remain in effect until a new agreement is ratified.



Steven J. Berberich, Chief Negotiator, Wright State University



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