

1 **GROUND RULES FOR NEGOTIATIONS**
2 **BETWEEN**

3 **UNIVERSITY OF OREGON**
4 **AND**
5 **GRADUATE TEACHING FELLOWS FEDERATION**

6 The parties agree to the following ground rules for negotiations for the successor contract to the 2016-
7 2019 collective bargaining agreement:

- 8 1. **Good faith.** The parties agree to meet and bargain in good faith.
- 9 2. **Team members.** Bargaining teams will have spokespersons (Lead Negotiators as default) and
10 only eight (8) members of a team may speak during any one session unless a team member is
11 answering a question directly proposed to them
- 12 3. **Room Reservations.** The parties will endeavor to create a list of mutually agreeable rooms and
13 spaces for bargaining. If the GTFF finds large rooms they find meet their needs, they should
14 notify the University. The University will reserve bargaining and caucus rooms for each
15 session. Whenever possible, the University will attempt to reserve rooms off the list of mutually
16 agreeable bargaining rooms and/or rooms without a reservation fee. In the event that the
17 University reserves spaces with an associated reservation cost (including equipment, materials,
18 etc.), the parties agree to divide costs, with the University bearing 70% of the cost and the
19 Union 30% or the GTFF may locate an alternate mutually agreeable bargaining space and
20 caucus room.
- 21 4. **Lead negotiators.** Each bargaining team shall include a Lead Negotiator who shall be
22 empowered to engage in bargaining and bargain to conclusion. The Lead Negotiators shall be
23 responsible for maintaining team conduct and shall serve as primary spokespersons at the table.
- 24 5. **Negotiations.** The parties will try to hold negotiations in neutral locations. Negotiations shall
25 be open to the public. Either party may provide streaming audio or video of a bargaining session
26 on the internet so long as that recording is not saved for any duration of time and is available on
27 a platform available to any University employee. No person may make recordings of a
28 bargaining session or livestream. Such livestreams will contain an explicit disclaimer that they
29 are not to be recorded pursuant to these Ground Rules. If a recording derived from the
30 livestream is discovered livestreaming will no longer be allowed. If a recording is discovered
31 made by an audience member via a recording device unconnected to the livestream, that specific
32 audience member may be barred from future sessions. Each team may provide individuals from
33 outside their respective bargaining team to speak to specific issues with at least 24 hours prior
34 notice to the other team's Lead Negotiator.
- 35 6. **Meeting times.** The bargaining teams shall meet once per month during fall term and twice per
36 month during the winter term. Sessions shall generally be scheduled in two to four hour
37 increments. The frequency and duration of sessions may be adjusted by mutual agreement of
38 the lead negotiators. If a tentative agreement is not reached by the end of winter term, the parties
39 shall meet more often or for longer per session than during winter term during spring term

40 except by mutual agreement. Both parties will endeavor to reach a tentative agreement before
41 the end date of the current collective bargaining agreement on March 31, 2019.

42 7. **Proposals.** All proposals and counter proposals shall be presented in writing, one copy per
43 team member, plus two additional copies per team up to a maximum of ten (10) copies.
44 Electronic Microsoft Word copies of exchanged proposals will be provided one hour before the
45 negotiation session. If a proposal is not passed before the negotiation session begins because it
46 is not ready or because the party believes that it requires a detailed explanation prior to passing
47 it at the table, it shall be passed during the session as soon as practicable but in no event after
48 the article is proposed at the table. This provision does not apply to either parties' opening
49 proposal package. All new proposals and issues addressing matters not previously brought to
50 the bargaining table shall be exchanged no later than February 1, 2019, except as required for
51 the exchange of counter proposals or by mutual agreement of the Lead Negotiators.

52 8. **Tentative agreements.** Tentative agreements shall be so initiated by Lead Negotiators and are
53 subject to reaching agreement on the opened article and other issues.

54 9. **Information requests.** Reasonable information requests necessary for negotiation will be in
55 writing and will be directed to the Lead Negotiator for each party. The information will be
56 provided in a timely manner. If additional costs are involved, the party requesting the
57 information will be notified prior to the preparation and billed accordingly, unless any state law
58 or case law demonstrates costs to be covered otherwise.

59 10. **Caucuses.** Either bargaining team may call for a caucus at any time, and this request must be
60 respected by the other party. At that time, both parties shall adjourn to their respective caucus
61 rooms for a reasonable period. A separate room shall be provided for use by the University's
62 bargaining team for the purpose of caucuses, and the Union's team shall use the primary
63 negotiation room as their caucus facility unless specifically requested otherwise. Separate
64 room(s) shall be at a reasonable distance from the bargaining room to assure privacy.

65 11. **Code of Conduct.** The parties are encouraged to conduct themselves professionally and to
66 interact respectfully. If the conduct of a person present in the negotiation room disrupts or
67 interrupts either party, thereby preventing progress at the table, the affected party will
68 immediately notify the Lead Negotiator of the other party. The Lead Negotiators will then
69 confer and attempt to resolve the interruption. Any behavior not expressly prohibited by these
70 rules shall be deemed acceptable behavior so long as it remains within the confines of good
71 faith bargaining.
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73 Graduate Teaching Fellows Federation:
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76 Michael A. Magee
77 Lead Negotiator, GTFF
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Date

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80 University of Oregon:

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12/7/18

82 Peter Fehrs

Date

83 Lead Negotiator, University of Oregon

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