GROUND RULES FOR NEGOTIATIONS
BETWEEN
FLORIDA STATE UNIVERSITY BOARD OF TRUSTEES
AND
THE UNITED FACULTY OF FLORIDA – FLORIDA STATE UNIVERSITY -- GRADUATE ASSISTANTS UNITED

1. STATEMENT OF INTENT. The negotiating teams for Florida State University and the United Faculty of Florida- Florida State University - Graduate Assistants United recognize the goal of working in a cooperative, collaborative, and professional manner throughout the collective bargaining process. Progress is best achieved by a commitment to mutual respect and a sincere pledge to reaching a conclusive collective bargaining agreement through the negotiation process.

2. MEETING SCHEDULES.
   a. Negotiation sessions will occur on campus at the Training Center at Stadium Place or in another location mutually agreeable between the two bargaining teams. Space will also include a room for caucus purposes.
   b. Negotiation sessions will take place on mutually agreeable dates at mutually agreeable times.

3. NEWS MEDIA CONTACTS. The Public Relations Office will serve as the media contact for the University on behalf of UFF- FSU-GAU negotiations.

4. COMMUNICATIONS. Updates on tentative agreements will be distributed through joint communications.

5. CONDUCT OF SESSIONS.
   a. Members of each committee shall conduct themselves in a professional manner demonstrating respect for other members at all times. Cell phone use should be only for emergency purposes during negotiation sessions.
   b. The Chief Negotiator for either party may call for a caucus of their team at any time for a reasonable length of time.
c. The Chief Negotiator for either party may request “pens down” for discussions to take place at the table but shall not be recorded by either party.

6. SUBMISSION AND DISCUSSIONS OF ISSUES.
   a. Each party will identify issues. All issues will be reviewed and discussed for consideration.
   b. Either party is entitled to clarification, if necessary or a statement from the other party as to the exact meaning of the issue.
   c. Any tentative agreements reached shall be in writing and signed or initialed by the Chief Negotiator for both parties. It shall be understood that such tentative agreements are not finally agreed to until total agreement is reached on all open articles.

7. EXECUTION OF AGREEMENT. After all items have been tentatively agreed upon by both parties, the final and complete contract will be prepared by the University and forwarded to the Union. Signature and ratification will be coordinated in accordance with Chapter 447, Florida Statutes.

8. RECORDING DEVICES AT SESSIONS. Mechanical recording devices shall not be used by either party during negotiation sessions. Minutes will be taken and maintained by each party.

[Signatures]

Susannah C. Miller
Chief Negotiator
FSU Board of Trustees

Ed Mitchell
Chief Negotiator
The United Faculty of Florida