

ARTICLE 3. NEGOTIATING PROCEDURES

3A. ~~Time Line for Contract Proposals and Responses.~~ List of Articles to Negotiate

Not later than the last Board of Trustees meeting in ~~November eight months before of the fiscal year in which~~ this Agreement expires, the Faculty Association shall submit its initial ~~proposal~~ list of Articles to negotiate for the ensuing Agreement to the Board of Trustees at a public meeting.

At its next regular meeting, the Board of Trustees shall conduct a public hearing on the Faculty Association's ~~proposal~~ list of Articles to negotiate.

At the following regular meeting, the Board of Trustees shall present ~~a response to the Faculty Association's proposal~~ the District's initial list of Articles to negotiate.

At the next regular Board meeting following the meeting ~~in at~~ which the Board of Trustees presents ~~their response to the Faculty Association's proposal~~ its initial list of Articles to negotiate, the Board of Trustees shall conduct a public hearing on ~~its response~~ the list of Articles to negotiate.

Following the adoption of the response by the Board of Trustees, the negotiating teams shall mutually agree to the date and time of their first meeting.

3B. **Delegation.**

The Board of Trustees and the Faculty Association may discharge their respective duties by means of authorized managers or officers, individual representatives, or committees. Either party may utilize the services of external resource consultants and/or resource attorneys to assist in negotiations.

3C. Release Reassigned Time

Unless mutually agreed upon by the Chancellor and the President of the Faculty Association, no recipient of release reassigned time shall abandon any part of teaching, counseling, or librarian duties after the start of a semester in order to utilize release reassigned time.

3D. **Scheduling of Sessions**

If the District does not provide substitutes for bargaining sessions, then bargaining sessions shall be scheduled outside of the Faculty Association bargaining team members' class time.

~~3E. Provision of Board Policies, Education Code, and Government Code~~

~~The District will provide a current copy of the Board of Trustees' Manual of Policies to the President and to the Chief Negotiator of the Faculty Association. Current Education Code and Government Code sections will be available to the Faculty Association at each college.~~

3FE. Mutual Consent for Recording of Sessions

There will be no ~~stenographic record or electronic~~ recording of bargaining sessions without mutual consent of the parties. Note taking is allowed by either party without mutual consent.

3GF. Bargaining Session Location

Bargaining sessions shall occur at the District Office unless alternative meeting locations are mutually agreed upon.

3HG. Scheduling

All bargaining sessions shall be scheduled by the Chief Negotiators and may only be cancelled by a Chief Negotiator.

3IH. Agenda

The agenda for each bargaining session ~~shall~~ will be agreed to by the Chief Negotiator for each side prior to the scheduling of each bargaining session. In the event an agenda is not formulated, either party may request that negotiations proceed. agreement cannot be reached on the agenda, negotiations shall none the less proceed without interruption.

3J. Duplication of Proposals

During collective bargaining sessions and for the purpose of exchanging proposals, the Faculty Association shall have use of District duplicating facilities, without cost, and so long as it does not disrupt other District business.

3K. Delivery Methods

Offers and counter offers shall be delivered by email or in person to the Chief Negotiators. Use of email or postal service may be used for the delivery of offers and/or counter proposals.