

GROUND RULES for INTEREST BASED BARGAINING
Adopted by IBB Team on 05/10/2017

IBB Team Values

1. Team's preference for the Interest bargaining (IBB) process, notwithstanding the acknowledgement that either Team may elect to consider an issue using a modified or traditional bargaining approach.
2. Civility and mutual respect for all Team members (i.e. No personal attacks)
3. That there is no ownership of ideas
4. That there are no hidden agendas that conceal the intentions or purposes of the discussion
5. That all members present are given the opportunity to be heard
6. The active engagement of all meeting participants at all times
7. The belief that there are no questions or ideas that are unwelcomed.
8. Carrying out or negotiating responsibilities to promote the quality and effectiveness of education at FGCU, and to maintain high standards of academic excellence in all phases of instruction, scholarship, and service.

IBB Team Process

1. The team leaders, or their designees, for labor and management must be present at each meeting.
2. Facilitator position alternate between labor and management teams.
 - Labor and management coordinate each agenda
3. At the table alternate seating of Labor and Management members is desirable
4. Strive for balanced and consistent representation at meetings; maximum = 20
 - At the beginning of any session or portion of a session, any member may raise limits on activities of the meeting (including voting, brainstorming, or consensus) based on a perceived imbalance in the representation at the meeting (using a measure of no less than 30% representing one side or fewer than 2 members).
 - Identify the members of each team
 - Identify the role of invited specialist
 - Invited specialists' do not contribute to consensus decisions
 - Observers are to be seated off of the bargaining table
 - Observers are not able to participate in the discussion or decision-making process
5. Hold only one (1) conversation at the table at a time
6. Decide by consensus = 70/100 (Item is 70% acceptable/ Can support 100% of time)
7. A consensus reached cannot be changed by disagreement of someone absent at the meeting at which consensus was reached
8. The University has dedicated a staff member to act as scribe for both teams.
9. Address process concerns as they occur
10. Evaluate and revise after, not during, brainstorming

11. Caucuses:
 - Keep to a minimum
 - 15 minute rule with explanation
12. Ground rules may be changed by consensus
13. Schedule determined by consensus
14. Meetings will be scheduled to meet deadlines
15. Take 5 to 10 minute breaks as necessary
16. Use electronic devices respectfully so as to assure everyone is listening
17. Leave the room for cell phone calls
18. Communicating:
 - Progress reports will be jointly crafted for release and will focus on issues, rather than positions.
 - Bargaining related communication will be clearly labeled to identify the originator: (i) “Joint IBB Announcement”; (ii) “UFF Announcement”; (iii) “University Administration Announcement”.
 - Both parties have the right to communicate with their stakeholders, but in communicating, good faith effort will be made to respect the IBB process and to distinguish facts and opinions as such
19. Closing the meeting: (Typically 15 to 20 minutes prior to scheduled end of meeting times)
 - Recap what was discussed and decision made
 - Identify issues that have been tabled
 - Ensure all attending Team members have received access to discussed items Review content of any joint communications Establish agenda for next meeting.