

BETWEEN:

COLLEGE EMPLOYER COUNCIL

(the “CEC”)

AND

**ONTARIO PUBLIC SERVICE EMPLOYEES UNION – CAAT A BARGAINING
COMMITTEE**

(the “Union”)

Ground Rules for 2021 Academic Negotiations

1. The parties are governed by the obligation to bargain in good faith according to the *Colleges Collective Bargaining Act, 2008*.
2. Both parties will make every effort to reach an agreement, subject to ratification in accordance with their internal approval and ratification procedures and under the *Colleges Collective Bargaining Act, 2008*.
3. The Parties agree to use the Zoom platform for bargaining subject to the following additional agreements:
 - a. Participants will ensure that their banner identification includes their name, Local, College or Organization, position and preferred pronouns (subject to the individual’s willingness to do so);
 - b. The “chat” function shall be disabled;
 - c. There shall be no recording of the Zoom sessions;
 - d. No one will record, screenshot, photograph, videograph or otherwise electronically record any of the Zoom sessions;
 - e. Participants shall be free to take their own notes for their own purposes;
 - f. Wherever possible (subject to bandwidth and other technical issues), Participants shall keep their cameras on during Zoom sessions;
 - g. Where a Participant cannot, for technical reasons, have their camera on, they shall advise their “Negotiator” or “Team Chair” of the issue who shall promptly advise their counterpart on the other Party’s team of the issue;
 - h. Participants shall keep their microphones muted except when participating in a discussion;

- i. Where the Parties agree to meet in Side Bar, a Breakout Room will be established;
 - j. The Parties, at their option, may choose to caucus in separate Breakout Rooms or using different Zoom or other platform sessions;
4. Either Party may call a caucus meeting at any time by advising the other Party that they are doing so:
 - a. Caucuses will be presumed to be of an hour's duration unless otherwise stated in advance;
 - b. Where a Party anticipates that a caucus may extend beyond an hour, it will, through its Negotiator or Chair advise their counterpart with an estimate of the further duration required;
 - c. Where a Party intends to take a meal break during a caucus, it will advise the other Party through its Negotiator or Chair;
5. If a Team Member will not be attending a bargaining session, wherever possible, the Team's Negotiator will advise their counterpart;
6. To respect everyone's time, meetings are to be held on mutually agreed dates, and unless otherwise agreed from 10 am to 5 pm;
7. There shall be no publication by or on behalf of either Party of communications about bargaining discussions, proposals or other related matters until a bargaining day has concluded and 2 hours have passed (nothing in this shall restrict the CEC from having confidential discussions with its principals nor shall it restrict the Union from having confidential discussions with OPSEU Central, its Bargaining Advisory Committee or Local Union Presidents, it being understood that such confidants shall maintain the confidentiality of the discussion as required by this paragraph);
8. It is understood, subject to paragraph 7, that each Party may publish its proposals as they stand at the end of the bargaining day, as well as the proposals of the other Party, as they stand at the end of the bargaining day;
9. Neither Party shall publicly misstate the position of the other;
10. When presentations are made by either Party on a topic questions will be reserved until the end of the presentation;
11. When an item is tentatively agreed to by the Parties, the Negotiators and Team Chairs will sign-off the item using Docu-Sign;
12. Both Parties agree to provide an electronic copy of documents and passes for ease of communication in both PDF and MS Word formats;

13. The Parties agree that when they present a proposal, they will provide an electronic copy at least 10 minutes prior to the bargaining session at which the proposal will be presented. Such proposals shall be sent to the Negotiator and Team Chair for the other Party;
14. Both Parties reserve the right to add, delete or amend proposals during the course of negotiations. Proposals are tabled without prejudice to the Union's/CEC's position;
15. Should the Parties mutually agree to initiate working groups to problem-solve issues or proposals at the bargaining table, these discussions shall be non-binding.
16. Discussions between bargaining dates respecting logistical matters concerning bargaining shall be conducted between the Union Negotiator and the Vice President Labour Relations.
17. Where either Party wishes to bring one or more Subject Matter Experts to the bargaining table to present or otherwise assist, it shall seek the consent of the other Party. A Subject Matter Expert will only attend where the Parties mutually agree to the attendance of the particular expert.
18. The attendees at bargaining sessions for the CEC shall be 12 representatives consisting of College representatives, CEC staff and counsel.
19. The attendees at bargaining session for the Union shall consist of the 7 released members and up to 5 staff employed by OPSEU or engaged by OPSEU as counsel.

DATED the ____ day of July, 2021:

Laurie Rancourt

JP Hornick

Peter McKeracher

Heather Petrie