

1 **GROUND RULES GOVERNING NEGOTIATIONS**  
2 **FROM THE PASADENA AREA COMMUNITY COLLEGE DISTRICT TO THE**  
3 **PASADENA CITY COLLEGE FACULTY ASSOCIATION (“ASSOCIATION”)**  
4

5 **September 25, 2024**  
6

7 The following ground rules governing negotiations have been agreed to by the bargaining teams for the  
8 Pasadena Area Community College District (“District”) and the Pasadena City College Faculty  
9 Association (“Association”) for the duration of the negotiations leading to a successor agreement to the  
10 2025-2028 Collective Bargaining Agreement (CBA).  
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- 12 1. Authorization – Presence at the table constitutes authorization to negotiate by both sides under  
13 the provisions of, and in accordance with, the Educational Employee Rights Act (“EERA”).  
14 (Government Code §§ 3540 et seq.)  
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- 16 2. Good Faith – It is the intent of both teams that negotiations be conducted at the bargaining table  
17 and in good faith towards achieving a CBA mutually beneficial to both the District and the  
18 Association members.  
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- 20 3. Meetings  
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  - 22 a. The teams agree to utilize online video technology (e.g., Zoom) to facilitate these  
23 negotiations. The teams agree that neither team shall record (video or audio) the  
24 negotiation meetings except by mutual agreement. If any audio and/or video recording is  
25 allowed, either team may request copies of the recordings. The teams further agree not to  
26 redirect or rebroadcast the negotiation meetings beyond the identified bargaining team  
27 members. Only identified bargaining team members, identified subject matter experts,  
28 and/or other mutually agreed upon and identified individuals shall be permitted to view,  
29 listen, or otherwise participate in these negotiations.  
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  - 31 b. The teams will mutually select the time and date of each negotiation meeting. By mutual  
32 agreement, starting and ending times for each meeting may be altered if necessary.  
33 Neither team may cancel without legitimate cause. Each team’s chief negotiator must be  
34 present at all negotiating meetings, unless both teams mutually agree to continue with one  
35 or both absent.  
36
- 37 4. Cancellations - The parties agree that they will endeavor to notify the other with as much advance  
38 notice as possible of any meeting cancellation.  
39
- 40 5. Agenda – Before adjourning each meeting, the teams will confirm the date, time, and location for  
41 the next meeting. To the extent practicable, at the end of each meeting each party shall attempt to  
42 identify the issues or interests anticipated to be discussed at the next meeting so as to enable full  
43 and informed discourse as well as the availability of "experts" if necessary.  
44
- 45 6. Parking Lot - If no agreement has been reached on a particular item, the parties may agree to  
46 defer such item and negotiations may continue on other items.  
47
- 48 7. Resources – Each team may bring to any negotiation meeting resource people or observers as  
49 needed with 24 hours advanced notice given to the other team’s chief negotiator. If both teams  
50 mutually agree, resource persons may be invited to join any meeting immediately. Such persons  
51 shall be regarded as resource people and not as team members. People used in this context shall  
52 not include students or members of the media except as mutually agreed. Resource people will  
53 abide by all ground rules listed in this document. By mutual agreement of the chief negotiators,  
54 resource persons or observers may be asked to leave for all or a portion of the session.  
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