



PASADENA AREA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES BYLAWS

Title: Collective Bargaining, Public Notice Procedure Relating To Meeting and Negotiating under the Educational Employment Relations Act (EERA)

Bylaw No. 1660

Legal Authority: Government Code, Section 3547; Title 5, California Code of Regulations, Part III, 32900

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1. Public Presentation of Initial Proposals
 - a. The initial proposals of an exclusive representative, or of the District, which relates to matters within the scope of representation, shall be presented at a public meeting of the Board and thereafter shall be public records.
 - (1) For purposes of this policy, the term "initial proposal" shall include all non-technical amendments to an agreement.
 - (2) Either an exclusive representative or the District may present the First Initial Proposal.
 - (3) The presentation of the Initial Proposal in response to the first initial proposal by either party shall be processed in accordance with Section 1670 below.
 2. Public Hearing
 - a. The Board shall schedule a public hearing on the initial proposal after the public has been given a reasonable time to become informed of the contents of the proposal. The public hearing may be held at a regular meeting or at a special meeting.
 - b. The public shall have an opportunity to express itself regarding the proposal.
 3. Adoption of Initial Proposals
 - a. After the public has had the opportunity to express itself on the initial proposal, the Board shall, at a public meeting, adopt its initial proposal.
 - b. After the public has had the opportunity to express itself on the exclusive representative's initial proposal, the Board shall, at a public meeting, receive the initial proposal.
 4. New Subjects of Meeting and Negotiating
 - a. New subjects of meeting and negotiating arising after the presentation of initial proposals shall be made public within twenty-four (24) hours.
 - b. If a vote is taken on such subject by the Board, the vote there on by each member voting shall be made public within twenty-four (24) hours.

**PASADENA AREA COMMUNITY COLLEGE DISTRICT
PROCEDURES
For Bylaw No. 1660**

Title: Presentation of Initial Collective Bargaining Proposals

**Procedure No. 1660.10
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Whenever an initial collective bargaining proposal is received from an exclusive representative of District employees, or whenever the District's own negotiator presents an initial proposal, the following actions must be taken at public meetings of the Board of Trustees:

The exclusive representative or the District must present the initial collective bargaining proposal orally or in writing to the Board at a public meeting.

The public shall have an opportunity to respond to the exclusive representative's or District's initial proposal at a subsequent public Board meeting. The opportunity for public response shall appear on the Board's regular agenda. Public response shall be taken in accordance with the Board's policies regarding speakers.

After the public has an opportunity to respond to an initial proposal, the Board shall, at the same meeting or a subsequent meeting, adopt the initial proposal. The adoption shall be indicated as a separate action item on the Board agenda. There shall be no amendment of the District's initial proposal unless the public is again afforded a responsible opportunity to respond to the proposed amendment at a public meeting.

If new subjects of meeting and negotiating arise after the presentation of initial proposals, the following procedure shall be followed: all new subjects of meeting and negotiating, whether proposed by the exclusive representative or the District, shall be posted by the District in the same public place as it posts its agendas within twenty-four (24) hours after their presentation in negotiations.

When a request to reopen a collective bargaining agreement, as required by the agreement, is received from an exclusive representative or is made by the District, the public notice procedure outlined in this procedure shall be followed.

When the District and the exclusive representative agree to amend an executed collective bargaining agreement in accordance with the agreement, the following procedure shall be followed:

The amendment shall appear on the agendas as a notice item for action at a subsequent Board meeting.

The public shall have an opportunity to respond to the amendment at a subsequent Board meeting. The public response shall be indicated on the agenda.