

11/12/2009

Dear \_\_\_\_\_,

Pursuant to the Ohio Public Records Act and the Ohio Open Meetings Act, the Sinclair Community College Chapter of the American Association of University Professors (SCC-AAUP) is requesting specific information for the years 2006, 2007, 2008, and 2009 in regard to what is known in the Sinclair Community College Full-Time Employee Handbook (Page 10) as the Faculty Issues Team (FIT). The paragraph below is the direct and complete quote from that handbook.

***Faculty Issues Team***

*The Faculty Issues Team recommends compensation, benefits and other work-related issues, for full-time faculty, based on policies established by Sinclair's Board of Trustees. The process places emphasis on joint definition of issues and problem solving, the use of data to aid decision making, and continuous improvement of processes while incorporating principles of cooperation and collaboration.*

SCC-AAUP is requesting minutes which serve to document the functions, policies, decisions or activities of all FIT meetings conducted to discuss business at pre-arranged times and places in the years 2006, 2007, 2008, and 2009.

SCC-AAUP is requesting documentation as to compliance with Public Notice Provisions whereby the public could have reasonably determined the time, place and purpose of FIT meetings in the years 2006, 2007, 2008, and 2009.

SCC-AAUP is specifically requesting notification of all future FIT meetings pursuant to ORC 121.22(F). Notice can be provided to SCC-AAUP at [sccaaup@gmail.com](mailto:sccaaup@gmail.com)

SCC-AAUP will pay lawful expenses associated with your compliance with this request.

Sincerely,

President  
SCC-AAUP

Vice-President  
SCC-AAUP

Secretary  
SCC-AAUP

Treasurer  
SCC-AAUP