



## **SIDE LETTER OF AGREEMENT**

This SIDE LETTER OF AGREEMENT is entered into by and between the Mt. San Antonio Community College District (District), and California School Employees Association and its Mt. San Antonio College Chapter 651 (CSEA). This SIDE LETTER OF AGREEMENT shall not be deemed precedent setting.

The District and CSEA 651 have agreed as follows:

### **Return to Campus Fall 2021**

On March 19, 2020, the State of California and the County of Los Angeles effected a "Stay at Home" order due to COVID-19, which ended January 25, 2021, and was replaced by a Regional Stay at Home Order from LA County Public Health. The College recognizes that future local, state, and federal government directives may necessitate further changes in working conditions, and additional emergency actions may need to be taken by the College President in support of public and unit member health.

The intent of this side letter is to establish the negotiated impact of the return to campus for Fall 2021 semester for CSEA 651 unit members. Unit members will be transitioned to return to campus before the Fall 2021 semester. This agreement will continue through June 30, 2021.

The District and CSEA 651 shall collaborate on assisting unit members in their transition back to campus, including the following steps:

1. Based on the work needed in preparation for return to campus, beginning April 1, 2021, unit members will return to work in increments of 25% above those that are currently working (48%), reaching 100% return as of July 1, 2021.
  - a. Depending on campus workforce needs, classifications returning to campus between April 1, 2021 and June 30, 2021 will first be offered to unit members requesting to return voluntarily and will be prioritized based off who has highest seniority within the classification and shift. Should the voluntary workforce returning not cover the work needed, unit members will be required to return to work and prioritized based off who has lowest seniority within the classification.
  - b. Once the unit member returns to campus, they shall no longer have the option to retreat back to "Stay at Home" paid status unless the interactive process with Human Resources results in the unit member returning to "Stay at Home" paid status. Existing contractual leaves, as well as additional leaves from both State and Federal legislation, "Families First Coronavirus Response Act" are available to

employees required to return to work: Emergency Paid Sick Leave, Emergency Family Medical Leave Act, and COVID Paid Administrative Leave.

2. Prior to requiring a unit member to assume duties on campus in their hired classification and established work shift, the District shall provide no less than fourteen (14) calendar days' notice, unless mutually agreed otherwise. In cases of urgent need(s), the District CEO or designee and CSEA 651 President or others as needed will meet to discuss the urgent need(s) and agree on a resolution. Existing contractual leaves, as well as additional leaves from both State and Federal legislation, "Families First Coronavirus Response Act" are available to employees required to return to work: Emergency Paid Sick Leave, Emergency Family Medical Leave Act, and COVID Paid Administrative Leave.
3. The check in/out times and locations of unit members returning to campus will be staggered within their scheduled shift and will not result in a reduction of total hours paid for the scheduled shift.
4. Unit members shall continue to receive paid time and a half for time worked on campus as outlined in Article IX, Section J from March 1, 2021 through June 30, 2021.

**ACCEPTED AND AGREED TO:**

FOR THE DISTRICT

Alexis Carter

Alexis Carter, Lead District Negotiator

Mar 25, 2021

Date

FOR CSEA 651

Diondre McBride

Diondre McBride, President

Mar 25, 2021

Date

Vicki Linta

Vicki Linta, CSEA Labor Representative

Mar 25, 2021

Date

Signature:   
Diondre McBride (Mar 25, 2021 15:39 PDT)

Email: dmcbride3@mtsac.edu

Signature:   
Alexis Carter (Mar 25, 2021 15:44 PDT)

Email: acarter36@mtsac.edu

Signature:   
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