



## **SIDE LETTER (FALL 2023)**

This SIDE LETTER is entered into by and between the Mt. San Antonio Community College District (District) and the Faculty Association. This SIDE LETTER shall not be deemed precedent setting and shall not be construed as an admission of any wrong-doing or liability by either party to this SIDE LETTER.

*Intent:* The intent of this side letter is to address fall 2023 building closures on campus.

### **Temporary Synchronous Zoom with Approval (as a result of building closures)**

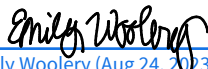
1. If classroom or lab space is unavailable due to building closures, professors may request to provide instruction through a "Synchronous Zoom" modality. The synchronous Zoom days and times will align with the scheduled class days and times with no exceptions. Professors requesting to teach in this modality (Synchronous Zoom) will need prior approval by their Educational Administrator(s). The impacted class will return back to in-person once the building is reopened or classroom space is available.
2. In order for a professor to transition any portion of a class to a Synchronous Zoom modality with approval by the appropriate Educational Administrator(s), the professor would need to be SPOT certified or FOMAR certified and have their course DL or FOMA approved. For a course not approved for distance education, the Academic Senate will consider an emergency DL FOMA course process.

### **FOMAR Certification**


1. If a professor is not previously FOMAR or SPOT certified at the time of the Synchronous Zoom transition, the professor would be required to complete the FOMAR training within seven days of the initial transition. Professors not previously SPOT or FOMAR certified shall be provided a \$250 stipend to successfully complete FOMAR training as part of the Synchronous Zoom requirement. The completion of FOMAR training does not qualify a professor to teach online in future semesters.

E.W.  EW S.S.  SS

**ACCEPTED AND AGREED TO:**

  
[Emily Woolery \(Aug 24, 2023 13:16 PDT\)](#)  
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Emily Woolery  
President, Faculty Association

Aug 24, 2023  
Date

  
[Sokha Song \(Aug 24, 2023 15:25 PDT\)](#)  
\_\_\_\_\_  
Sokha Song  
District Lead Negotiator, Mt San Antonio College

Aug 24, 2023  
Date