

Side Letter Agreement  
between the  
All Faculty Association  
and  
Sonoma County Junior College District  
regarding

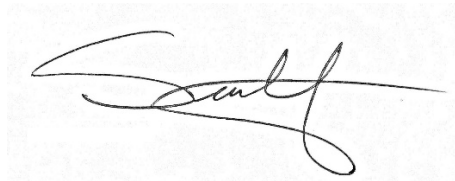
HyFlex Teaching  
September 29, 2023

According to San Francisco State University, where the term “HyFlex” originated, HyFlex courses are class sections that allow students to choose from one class meeting to the next whether to attend face-to-face, online synchronously, or online asynchronously.

AFA and the District agree to the following provisions that provide options for faculty to choose to use multiple modalities in their classes.

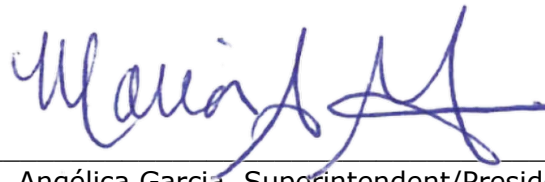
- A. Technology and technical support for the options described below will be provided by the District only as resources allow.
- B. The following scheduling options and accommodations are available at this time.
  - 1. **Combined-modality classes.** Multiple sections may be scheduled together with a combined class cap of no greater than a single section’s class limit. The sections may be any combination of in-person, synchronous online, or asynchronous online. Only one section will carry load. Students must enroll in a single section and complete that section in the modality of that section. Students may not switch between the modalities of the different combined sections (in-person and online attendance). If in-person is an offered modality, the instructor is committed to being in-person for the duration of the section.
  - 2. **HyFlex classes.** An in-person section may be setup and coded to allow students the option from class meeting to class meeting to attend the class in-person, online synchronously, or online asynchronously.
    - a. The Schedule of Classes will show the section as an in-person section. The section comments must clearly indicate each modality offered informing the student that they may choose to attend in any modality from class meeting to class meeting.
    - b. A class may be set up to allow any combination of the modalities listed above.
      - i. HyFlex - available for students to participate in all three modalities.
      - ii. HyFlex-A - available for students to participate in person or asynchronously.
      - iii. HyFlex-S - available for students to participate in person or synchronously.
- C. Prior to the start of the departmental scheduling process for the upcoming term and in accordance with regular departmental scheduling procedures, any faculty member may request a combined-modality or HyFlex class.

- D. It is a departmental decision whether to recommend classes in their department be offered as combined-modality or HyFlex. Departments may only recommend combined modality or HyFlex classes if a faculty member has requested it for their assigned section(s).
- E. Recommendation of a class as a combined-modality or HyFlex class is on an individual section basis if requested by a faculty member and may not be a department-wide or programmatic decision.
- F. No faculty member may be compelled to use the options in B.1 or B.2.
- G. Except as stipulated in F., the District retains the right of assignment for combined-modality and HyFlex courses.
- H. If during an evaluation, technical difficulties related to using the options in B.1 or B.2 are encountered, constructive feedback and supportive recommendations are permitted, but no negative evaluation rating that affects an instructor's employment status may result.
- I. Each semester, after Proof 2 data entry and before the Schedule of Classes goes live, the District will provide a report to AFA of all combined-modality and HyFlex sections. Supervising Administrators will notify AFA of associate faculty members and probationary contract faculty members who have been assigned a combined-modality or HyFlex class.



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Sean Martin, President  
All Faculty Association



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Dr. Angélica García, Superintendent/President  
Sonoma County Junior College District