

## **Memorandum of Understanding - Hyflex Modality**

For the purposes of this agreement, the terms “hyflex” shall have the same definitions as the proposal 25-057 adopted by the Council of Academic Affairs on April 10, 2025.

The definition of the terms “hyflex” is:

In hyflex courses, the course is offered as face-to-face, online synchronous, and/or online asynchronous formats simultaneously. Each class period is offered in multiple modalities as face-to-face, online synchronous, and/or online asynchronous formats. Students may choose which modality to utilize for course participation each class period. The online delivery format should be noted as synchronous and/or asynchronous at the time of course scheduling so that potential students are aware of whether they need to participate during set times.

1. The terms of this agreement shall commence upon full execution and shall terminate on August 31, 2026 or when there is a new EIU-UPI Collective Bargaining Agreement, whichever is sooner. Terms and conditions governing hyflex classes after August 31, 2026 shall be determined in the contract negotiation process between EIU and UPI4100.
2. Whenever a hyflex class is offered, the classroom must have the technology support requested by the instructor installed and proven functional to the expectations of the instructor at least 5 business days before the beginning of class. The classroom must be made available at a mutually convenient time during the week prior to the start of class.
3. Requests for IT support and trouble-shooting for hyflex classes shall receive the highest priority at ITS. If a hyflex modality class is offered at times outside of normal ITS work hours, the faculty shall have the right to refuse the assignment. Refusal of assignment in this case shall not incur negative personnel actions against the instructor.
4. Hyflex courses with total enrollment of 24 or fewer students by 10<sup>th</sup> day census shall receive an additional 0.75 CU compensation per course. Hyflex courses with total enrollment of 25 or more students by 10<sup>th</sup> day census shall receive an additional 1.00 CUs per course.
5. Any faculty who is teaching hyflex modality class for the first time shall have the option to omit that course evaluation from their annual evaluation. The faculty shall assert this option in writing as part of their evaluation portfolio.
6. EIU shall make available no later than August 16, 2025 suitable training on the appropriate pedagogy for hyflex modality delivery, including training on the use of technology and equipment for hyflex courses. Only faculty who are already certified to teach online courses through OCDI or equivalent qualifications may take the hyflex modality training. Training will occur during the semester prior to the one in which the faculty member is assigned to teach a hyflex modality course for the first time. A faculty member completing the hyflex training for the first time shall receive reassigned time equal to 0.5 credit units. At the faculty member's option, the credit units may be waived in return for a \$700 stipend. A faculty member may submit a request, in writing to the VPAA office, to waive the training if they can provide evidence of equivalent training.

7. For the Fall 2025 semester, faculty members may provide evidence of their previous experience in teaching hyflex modality classes to the VPAA office to receive the training in hyflex modality concurrently with any assigned hyflex modality course for that semester.
8. The terms and conditions of this MOU do not override conditions, agreements, and accommodations regarding what modality a faculty can be assigned to that are already in place before the execution of this MOU.



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Date



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July 14, 2025

Date