

Open Educational Resources (OER) Policy



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I. PURPOSE

The basic purpose of OER Policy of Sambalpur University is to laid down a broad guideline and a functional framework for providing learning opportunities for those who have no access to education resources, materials, and practices, thus promoting educational equity. A strong OER Policy promote access to high-quality learning resources across borders for those who want to achieve higher goals, thus enhance educational quality.

II. OBJECTIVES

- (a) To improve the quality of education
- (b) To increase accessibility and flexibility of curricula
- (c) To keep pace with the technology trend arising in the Higher Education sector.
- (d) To store, preserve and provide access to a variety of digital resources to students and teachers.
- (e) To engage the teacher community in the development and sharing of digital resources.
- (f) To facilitate teachers to create and share contextual teaching and learning resources.
- (g) To enhance skills needed in lifelong learning

III. POLICY COVERAGE

(a) Scope

The OER Policy includes existing guidelines on the development, use and publication of Open Educational Resources like E-PG Pathshala, CEC, SWAYAM, MOOCS, NPTEL, NMEICT, Creative Common Licensing, National repositories on Open Educational Resources and adhere to the changes from time to time.

(b) Background

Open Educational Resources (OER) are freely available, openly licensed materials and media that are useful for teaching, learning and assessment. Wide repertoires of OER are available for free use by teachers, instructors, course creators, and students. OER allows bringing the excellent teaching-learning resources into our education system and making effective use of them. As per UNESCO, “OER include Teaching and research materials in any medium, digital or otherwise those resides in public domain or have been released under open licensing that permits no cost access, use, adaptation and redistribution by other with no or limited copyright restriction”. OER have lead to the creation of Massive Open Online Courses (MOOCs). The following are the important features of OERs:

- OERs improve the quality of education on a global scale.
- Provide free access to the world's best courses
- Bring excellent teaching-learning materials into our education system
- Offer equal access to knowledge
- Reusable content
- Accessible and affordable to all
- Adaptable, allowing institutes to add changes as per requirement
- Help in the teachers own professional development
- Promote life-long learning
- Enhance the reputation and standing of institutes which make high quality OERs

(c) Policy Principles

- i. The University shall encourage faculty members and students to use, create and publish OER to enhance the quality of students experience provided that the resources are relevant and fit for the purpose.
- ii. Four quadrant approach is required to be followed while designing OER (Q1 contains Textual academic Content in .doc or .pdf format, Q2 contains actual e-lesson, Q3 contains a self-testing unit and Q4 provides links to other resources and learning materials.
- iii. The textual content must be in author's own narrative.
- iv. Use of learning materials produced by others under the Creative Common Licensing System unlike the conventional copyright system which impose restrictions on usage of content produced by an author, the creative commons licensing system is less restrictive and allows for reuse of the works of others. Creative Commons (CC) is a global non-profit organization which provides copyright licenses which enable use, sharing and reuse of creativity and knowledge. The vision of CC is to enable teachers and learners all over the globe to realise the full potential of internet in teaching, learning and collaborative research.
- v. E-content developers at Sambalpur University are allowed and can obtain CC license with the following attributes
 - **Attribution (BY)** – can reuse and share provided they give credit to original author.

- **Share Alike (SA)**- where licenses can distribute derivative work of original author under licenses which is identical to the one that governs original work.
 - **Non Commercial (NC)**- where licenses can make freely share and make derivative works for purely non-commercial purposes.
 - **Non-Derivative (ND)**- works where licensees may copy, distribute and display the original work as it is with no derivative work based on it.
- vi. Original content developers at Sambalpur University can provide CC licenses for others from all over the world to access their original content and share it as per CC licenses which include Attribute license (Attribution CC-BY) which allows others to distribute a work provided credit is given to the original creator, Attribute Share alike license (Attribution CC-BY-SA), Attribution No derivatives (Attribution CC-BY-ND), etc. Further details of Creative commons licensing system can be accessed at www.creativecommons.org
 - vii. All types of learning materials released in any physical or electronic format by any faculty member shall be considered as OER material of the university.
 - viii. While the University supports free and open access to educational resources and shall make them freely available on OER Repository through Creative Commons Attribution all contents it owns or co-owns with the following exceptions:
 - ix. The University may make exceptions to the sharing of intellectual property it owns on a case by case basis with detailed reasons for limiting the free access to material. Such restrictions should be time dependent.
 - x. Intellectual property owned by the University that it considers is commercially sensitive may also be restricted.
 - xi. Final approval for OER to be uploaded into university OER repository shall be granted by OER Quality Review Committee constituted in each Department.
 - xii. Materials created for Sambalpur University courses /programmes and using the university delivery platform shall be openly licensed as OER through Creative Commons. It is recommended that the developers elect CC-BY as the appropriate license. The choice of license shall be decided by the faculty member concerned who has developed the material and shall be vetted by the OER Quality Review Committee of the respective Department for acceptance or modifications to the assigned license.
 - xiii. For derivatives and reproductions of other CC licensed materials, the University shall follow/ respect the CC provisions and the licenses therein.
 - xiv. Where use, creation and publication are to be restricted, OER Board of the Faculty is encouraged to identify and communicate a rationale for restriction.

It is expected that justifications for restriction shall normally be based on protection of commercial interests.

- xv. All OER materials must adhere to University policies on IPR.
- xvi. When using OERs, students and staff must comply with the terms of the license of use.
- xvii. The OER Quality Review Committee of the Department reserves the right to remove resources that do not comply with its policies, and/ or request removal of resources from external repositories/sites.
- xviii. When creating and publishing OERs, the copyright owner(s), author(s), date and Creative Commons license applied must be visibly attributed. The copyright owner will normally be the Sambalpur University for OERs created at the University.
- xix. Where OERs have been created as part of an externally funded activity, any storage and/ or repository locations mandated as a condition of the funding should be used.

(d) Implementation of the Policy

- i. The University OER Repository shall be created and maintained by the University Library. It shall strive to provide resources of the highest quality. The reviewing process shall be carried out by each OER Quality Review Committee. All recommended OERs by OER board must be uploaded to the OER repository of Sambalpur University.
- ii. OER Quality Review Committee shall consider the following before granting its clearance.
 - Whether materials are high quality
 - All learning materials and other publications produced for the Sambalpur University shall be checked to ensure that the correct OER license is adhered to.
 - OER selected for inclusion in the Sambalpur University teaching and learning resources should support the agreed teaching and learning processes and approaches of the university (e.g. rationale, language, interaction, motivation, assessment) and should:
 - ✓ Be accurate and contemporary
 - ✓ Be presented in an appropriate style and format
 - ✓ Be technologically accessible to the target staff and students
 - ✓ Not breach any third party copyright and/ or license conditions
- iii. University curriculum based learning resources developed through peer reviewing and strict quality assurance mechanism inbuilt in the course development process shall not require further reviewing but shall be forwarded with reviewing evidences to OER Quality Review Committee for routine

clearance.

- iv. All other contributions shall be peer reviewed within the department before submitting them for OER Board clearance. All cleared OER shall be directed to the University library or uploading on the OER Repository.
- v. OER Quality Review Committee of a Department shall constitute the following members: Director of Internal Quality Assurance Cell (IQAC) as the (Chairperson of the OER board), Dean of the respective faculty and the Head/Coordinator of the Departments and the Librarian of the University.
- vi. The OER Quality Review Committee shall have a 3years' term, and shall report to the Chairman, P G Council on matters of any dispute.
- vii. The University recommends that written and interactive digital teaching resources shall be published in a OER repository in order to maximize discovery and use by others and provides this service for OER development.
- viii. Where OER have been created as part of an externally funded activity, any storageand/ or repository locations mandated as a condition of the funding should be used.
- ix. The faculty member responsible for development of a course shall be personally responsible for development of OER in the specific course. However, the Department concerned shall take appropriate decision, on why a course will not be put on CC license, in a meeting and put the same on record.
- x. The OER developed by students shall be reviewed by relevant faculty member and forwarded the same with a review report to OER Quality Review Committee for clearance.