

# Open Educational Resource (OER) Committee

**PURPOSE:** OERs are teaching, learning, and research resources that may be freely used and reused without charge. These resources reside in the public domain or have been released as intellectual property under an open license. OERs include full courses, textbooks, modules, audio and video, software, and supplementary course materials such as slides or tests.

The purpose of the OER Committee is to recommend, develop, and implement strategies that increase adoption of OER resources by faculty at Fort Hays State University in lieu of commercially published resources. The intended outcomes of the program are to leverage OER to reduce the cost of textbooks and other course materials for students while maintaining or improving the quality of learning; and to increase university participation in a learning environment that values the global sharing of knowledge. OER efforts are open to all FHSU programs with a primary focus on OER for the University's General Education Program.

The OER Committee is also responsible for reviewing and awarding grant funds to faculty for OER creation.

- MEMBERSHIP:**
- Officers
    - The Dean of the Library and the Assistant Provost for Teaching Innovation and Learning Technologies are the permanent committee co-chairs. The Chairpersons shall be the presiding officers and shall:
      - administer all business of the committee
      - meet with the Provost at the beginning of the Fall semester to receive the annual charges of the committee, at the beginning of the Spring semester to provide a progress report, and as needed to discuss committee issues and transmit information on charges as they are achieved
      - submit an annual report, using the template provided by the Office of the Provost, summarizing the committee achievements and recommendations to the Provost at least two weeks before the end of the spring semester.
    - A secretary will be elected by the committee at its first meeting of the academic year and shall record and transmit minutes of all committee meetings and assist the chairpersons with correspondence of the committee as requested.
  
  - Ex-officio
    1. Dean of the Library (1)
    2. Interim Assistant Provost for Teaching Innovation and Learning Technologies (1)

- Faculty representatives
  3. At least one faculty member from each College (5+)
  4. The Librarian in charge of OER initiatives (1)
  5. Faculty Senate (1)
- Other
  6. Instructional Designer(s) (1-2)
  7. Virtual College representative(s) (1-2)
  8. Student(s) (1-2)

HOW APPOINTED:	Members are solicited and appointed by the provost based on their experience or interest in OER, recommendations from administrators in the areas of representation, SGA for student representation, and endorsement from the committee co-chairs.
ROTATION:	Representatives from each of the colleges will serve a three-year term. Student representatives will be appointed to 1 year terms.
WHEN APPOINTED:	Members will be appointed in the spring semester and take their seats at the first meeting of the subsequent fall semester.
MEETING FREQUENCY:	The committee shall meet as necessary to conduct the business of the committee, meeting at least monthly during each academic semester.
PARLIAMENTARY PROCEDURE	For matters that require a vote, a quorum shall be met when a simple majority, that is 50% of the committee plus one, is present.