Pt. Sundarlal Sharma (Open) University Chhattisgarh, Bilaspur (C.G.)

An establishment of Govt. of Chhattisgarh (Act 26 of 2004)

Open Educational Resources (OER) Policy

1. Preamble:

Pandit Sundarlal Sharma (Open) University Chhattisgarh (PSSOU), Bilaspur (C.G.) established by the Chhattisgarh legislature Act No. 26 of 2004 is dedicated to increasing access to quality higher education through appropriate use of open and distance learning methods to providing access to quality higher education, including through provisions of open distance and lifelong learning opportunities. Provision of quality learning materials forms an important strategy in providing access to quality education, and the affordances of information and communication technologies including the Internet and World Wide Web has enabled providing anytime, anywhere access to educational resources online. To facilitate adoption and adaptation of existing learning resources, they must be available under open licenses, which is a legitimate provision under copyright law. Considering importance of the sharing of educational materials in the developing countries, UNESCO Forum in 2002 on the Impact of Open Course Ware for Higher Education in developing countries coined the term Open Educational Resources (OER) and expected to create a network of resources available freely for the use of the humanity as knowledge commons. While the movement of OER has grown over the years with several platforms and projects, UNESCO and the Commonwealth of Learning (COL) in 2012 organized the World OER Congress that urged governments and educational institutions to adopt OER policies to promote the use of OER. Adoption of OER policy in the Pandit Sundarlal Sharma (Open) University Chhattisgarh will create the enabling environment for all the stakeholders of the university to create and use OER in production of educational resources and enable them to share these under appropriate open licenses.

Vision of the University:

- To provide distance education in the various disciplines of learning in chhattisgarh.
- Motto of the university is " Uchcha siksha aapke dwar" with quality education.
- To develop human resources by distance education mode.
- To promote open learner for understanding the value of self learning, creativity, competency building and higher education.

Mission of the University:

- To develop the "Pandit Sundarlal Sharma Open University chhattisgarh" as a center of distance education and knowledge.
- To develop SLM and Open education policy, so the student can get maximum benefit.

2. Definitions:

Open Educational Resources (OER): Teaching, learning and research materials including software-based tools and services in any medium, digital or otherwise, that reside in the public domain or have been released under an open license that permits no-cost access, use, adaptation and redistribution by others with no or limited restrictions.

Knowledge Society: This is viewed as a community or formal association of people who acknowledges the strength of knowledge creation and is committed to make effective use of networking of people with similar interests and in this process contribute to this knowledge

Content Developers: Any person engaged in the development of teaching and learning materials used by the University.

Copyrights: refer to laws that regulate the use of the work of a creator, such as an artist or author. This includes copying, distributing, altering and displaying creative, literary and other types of work. Unless otherwise stated in a contract, the author or creator of a work retains the copyright. The author/s retains the moral rights to assign the rights to any other person or share the materials with others in any other conditions he/she may desire.

Open License: A license that specifies what can and cannot be done with a work (whether sound, text, image or multimedia). It grants permissions and states restrictions. Broadly speaking, an open license is one which grants permission to access, re-use and redistribute a work with few or no restrictions. Creative Commons has open licenses in six different types.

3. OER Policy:

Pandit Sundarlal Sharma (Open) University Chhattisgarh is developing study learning materials and e- learning materials under university's SLM Policy. University will actively promote and implement the creation, reuse, remix, repurpose and redistribution of Open Educational Resources (OER), where:

- The top management will promote, foster and reward all efforts towards the adoption, integration, sharing, re-using and re-proposing of Open Educational Resources in course design, development and delivery in an e-learning environment for achieving increased quality and cost-efficiency.
- Academic and academic support staff will be committed to support capacity building, effective OER creation and OER integration for the development and delivery of courses as well as other professional engagements.

The purpose of this OER Policy is to:

- Make materials available under Creative Commons(CC) licenses.
- Support voluntary participation of Faculty and others in developing OER content
- Clarify publication rights and licensing issues.
- Provide guidance in development and review of OER materials prior to sharing them on a worldwide scale
- Define collaborations within and out of the university with the intent to allow access to the open content.

4. **Scope/ Applicability :** The OER policy is applicable to the following:

4.1 This Policy applies to all academic and academic support departments of the university as decided by the university authorities of this policy.

4.2 All content developers within the university and those engaged by the university for writing materials on short-term basis as subject matter experts on payment of certain fees or for free.

4.3 All types of learning materials released in any physical or electronic format.

4.4 In cases where the material is developed in collaboration/ partnership with other institutions, the guidelines governing that collaboration as indicated in the MOU/ MOC will prevail. However, any such agreement should duly consider the OER Policy before any deviation is agreed upon with justification approved by the competent authority of the University.

5. **Licences :**

5.1 While the University supports free and open access to all educational resources and will make them freely available on OER Repository through Creative Commons Attribution all contents it owns or co-owns with the following exceptions:

- 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.
- Intellectual property owned by the University that it considers is commercially sensitive may also be restricted.

5.2 Open licensing allows IP-owners to modify the copyright on the intellectual property to facilitate openness. The most popular and well-known open license is the Creative Commons license (CC). Creative Commons licensing does not change the copyright ownership; it rather allows for affordances and sets stipulations for end-users based on the following license conditions:

- **Attribution (By)** The standard condition for CC license in which usage requires citing, referencing of the creator/source.

- **No Derivatives (ND)** This condition mandates that no derivative works or adaptations may be made by users.
- **Non-Commercial (NC)** This condition mandates that users do not sell or make commercial usage of the licensed materials.
- **Share-Alike (SA)** Usage requires that any derivatives, remixes, or adaptations of the work be licensed under the same Creative Commons license.

5.3   Six specific types of CC licenses are available at http://creativecommons.org/licenses/.

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This license is the most restrictive of our six main licenses, only allowing others to download your works and share them with others as long as they credit you, but they can't change them in any way or use them commercially.

5.4 The choice of license will be decided by the faculty concerned who has developed the material and shall be vetted by the internal OER Quality Review Board or all materials developed by it and having exclusive rights shall be released on the university OER Repository site under following Attribution:
- E- learning materials(A/V lecture, PPT, E- books) : CC-By-SA.
- Study Learning Materials(SLM- Books) : CC-By-NC
- Research work and Thesis : CC-By-NC-ND

5.5 For derivatives and reproductions of other CC licensed materials, the University will follow the CC provisions and the licenses therein.

5.6 While sharing the materials of the University in appropriate licenses, it does not permit derivatives to use University logo for differentiation from the original.

6. Quality Assurance and Review System:

The University OER Repository strives to provide resources of the highest quality. The quality assurance and reviewing process will be carried out by OER Board. The OER Board will adopt a set of quality assurance guidelines and indicators to help teachers to focus on quality of OER. At the university level, an OER Board will review policy as well as the production, delivery and access processes of OER.

OER Board will be constituted with the following members:

- Vice Chancellor, PSSOU, Chair person of the board,
- Registrar, PSSOU

- Members of Academic Council, PSSOU
- Head of the departments, PSSOU
- 2 or 3 OER experts from the staff nominated by Vice Chancellor on rotation basis.

The OER Board will report annually to the Academic Council through the Vice Chancellor of the university.

7. Liability:

7.1 All OER materials shared at the University OER Repository to the world at large will carry a disclaimer indicating that the material is for educational purposes only and that the university absolves itself of any practical misuse of the OER materials or their content. OER materials authored and published by faculty and staff of the university and others does not necessarily reflect the opinion of the university.

7.2 All learning materials published under CC license should include the following information in the credit page:

© Year, Name of the University.

This learning resource is available under Derivatives of this work are not authorized to use University Logo.

8. Role of the Faculty/Teachers/Content Developers :

8.1 The faculty members responsible for development of a Program/Course shall be personally responsible for management and adoption of OER in the specific Program/Course. However, the discipline 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.

8.2 In general, the concerned faculty should search for appropriate OER to adopt/adapt in a course, thereby reducing the cost of the course production, as well as reduce the time to produce such material, and improve student learning.

8.3 If no OER is available in a topic, then that part of the content should be developed either by internal faculty or by engaging an appropriate expert from outside as per the normal procedure of the University.

8.4 When an external writer is engaged, the material should be reviewed, and appropriate copyright assigned to the University with indemnity to the University for plagiarism, if any, so that the material can be released by the University under CC licence.

9. Institutional Arrangements :

9.1 The teaching-learning materials produced by the university shall be shared in a suitable online platform.

9.2 The University shall be responsible for providing access to all the stakeholders, and maintenance of the platform.

9.3 Faculty and staff members engaged in OER development shall be regularly provided with capacity building opportunity by the University to familiarize the stakeholders of the opportunities and technical feasible options of the platform.

9.4 Regular update on Copyrights, OER and Open License shall be organized by the University to promote the use of OER.

9.5 In order to assist the teachers to adopt OER, a workflow mechanism suitable to the course development practice in the university is to be developed locally.

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