OPEN EDUCATIONAL RESOURCES POLICY

CMR INSTITUTE OF TECHNOLOGY

(UGC - Autonomous)

Approved by AICTE, Permanently Affiliated to JNTUH, Accredited by NBA and NAAC with A Grade

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Introduction

This document provides background, institute position and guidance for the use of Open Educational Resources (OERs) in learning and teaching at CMRIT.

Background

CMRIT is committed to provide more effective teaching, research and practice across a range of programs. The institute promotes and supports the development and continuous improvement of courses and programmes to provide students with the optimum learning experience in a distinctive manner.

The staff members use a wide range of self-generated teaching materials to support experiential learning and exceptional teaching, including e-learning videos, e-content, lecture notes, hand-outs, audio, images, animations, multimedia materials and others.

Staff members also provide students with resources generated from elsewhere within the institute through the institute library, and collections to support learning. In addition, resources are available from beyond the institute to support student learning. These may include images, audio/video resources, animations and other digital resources.

Open educational resources are digital resources that are used in the context of teaching and learning (e.g. course material, images, video, multimedia resources, assessment items, etc.), which have been released by the copyright holder under an open license permitting their use or re-purposing (re-use, revision, remixing, redistribution) by others. Staff and students may wish to use OERs to enhance learning and teaching whilst contributing to "a vast pool of educational resources on the Internet, open and free for all to use.

Importance of Open Educational Resources (OERs)

The following are the important elements of OERs

1. useful in improving education across the globe.
2. allow Teaching Learning System to bring excellent teaching learning materials.
3. offer equal access to knowledge and re-usability.
4. provide self-paced learning.
5. offer flexibility in study time i. e. anywhere and anytime the learner can study.
6. provide access to huge amount of study materials.
7. accessible and affordable for all.
8. adaptable and allow others to reproduce them for their use.
9. help in advancing knowledge and widening participation.
10. help in one's own professional advancement.
11. promote lifelong learning.
12. bridge the gap among formal, informal and non-formal education.
13. facilitate sharing and reusing resources.
14. promote informal learning.

Objectives of CMRIT OER are to:

1. improve the education quality.

2. increase accessibility and flexibility of curricula.

3. answer the technology trend arising in the Higher Education sector.

4. store, preserve and provide access to a variety of digital resources to students and teachers.

5. engage the teacher community in the development and sharing of digital resources.

6. facilitate teachers to create and share contextual teaching and learning resources.

7. enhance skills needed in lifelong learning.

Features of CMRIT OER are:

1. open access facility to those who want to use the resources.

2. resources are available free of cost.

3. users can share the Resources.

4. resources are available in the form of discrete chunks not as bulk.

5. all resources on any particular course or topic one desires are present in one place and are comprehensive.

6. resources may be contextualized.

Purpose of Policy

This policy outlines the institute's position on Open Educational Resources (OERs) and provides guidelines for practice in learning and teaching. The institute encourages staff and students to use, create, and publish OERs to enhance the quality of the student experience, enhance the provision of learning opportunities for all, and improve teaching practices. It also recognizes that use, creation, and publication of OERs are consistent with the institute's reputation, values, and mission to "make a significant, sustainable and socially responsible contribution".

Scope: Mandatory Policy

This policy applies to all students and staff in the institute. It is overseen by the Dean Academics.

CMRIT's stand on OERs

1. staff and students are encouraged to use, create and publish OERs to enhance the quality of the student experience, provided that the resources are fit-for-purpose and relevant.

2. ensure that the use, creation and publication of OERs are consistent with the institute's reputation, values and mission to make a significant, sustainable and socially responsible contribution

3. ascertain that OERs used, created or published by individual staff and students will normally be single units or small collections (images, animations etc.).

4. Whether or not OERs are used or published in a department or Centre for Learning and Educational Technologies (CLET) is ultimately a decision for the Principal and Head of Department. Unless stated to the contrary, it is assumed that use, creation and publication of single units or small collections will be allowed. It is expected that justifications for restriction will normally be based on protection of commercial interests.

5. ensure using of OERs adhere to the policies of IPR. When using OERs, students and staff must comply with the terms of the license of use.

6. The Institute reserves the right to remove resources that do not comply with its policies, and/or request removal of resources from external repositories / sites.

Guidelines

1. It is the responsibility of staff and students to ensure that they have the necessary rights to publish an OER and that all resources published comply with all relevant policies (e.g. copyright, IPR, accessibility).

2. Staff and students are advised to publish OERs using a Creative Commons (CC) license. Other Creative Commons licenses (for example to add a non-commercial use or share-alike element) may be used if the creators feel this is necessary or appropriate for their particular resource, or to comply with the license of any third-party content used in the resource.

3. 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 CMRIT for OERs created at the institute. Author(s) should also be properly acknowledged, giving recognition for work undertaken, along with date and Creative Commons license applied so that others can clearly understand what permissions forreuse are being granted. An example of good attribution would be:

   © [Author Name], CMRIT

4. The institute recommends that written and interactive digital teaching resources should be published in an appropriate repository or public-access website in order to maximize discovery and use by others. 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.

5. The institute recommends that audio/video based OER teaching resources should be published in the **CMRIT Learning Management System – SADHANA** repository and/or **CMRIT YOUTUBE** Channel.

6. Staff and students are encouraged to collect data where possible on usage of their OERs.

7. Where students are producing OERs as part of their programme of study or within a staff directed project, these guidelines should be followed and OERs should be checked by a member of staff before publication.

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