JARAMOGI OGINGA ODINGA UNIVERSITY OF SCIENCE AND TECHNOLOGY

OPEN EDUCATIONAL RESOURCES POLICY

August 2021

Jaramogi Oginga Odinga University of Science and Technology

OPEN EDUCATIONAL RESOURCES POLICY   2021

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Open Educational Resources Policy © 2021 by Jaramogi Oginga Odinga University of Science and Technology is licensed under CC BY 4.0

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This policy was written and produced by Jaramogi Oginga Odinga University of Science and Technology

P.O. Box 210-40601 Bondo, Kenya

Telephone: + 254 - 57 2501804 / 2058000

Fax: + 254 - 572523851

Email: vc@jooust.ac.ke

Website: http://www.joust.ac.ke

Policy Title: Open Educational Resources Policy

Policy Theme: Encourage the development and usage of Open Educational Resources in support of teaching and learning.

Policy Contact: Deputy Vice Chancellor, Academic Affairs

Approval Authority: The Council

Category: Academic Affairs

Reference No: JOOUST/VC/LO/P/01

Status: New Policy

Commencement Date: 1ˢᵗ August. 2021

Signed: _____

Vice-Chancellor, Secretary to Council   Date
Prof. Emily Akuno

_____

Chairman of Council   Date
Prof. Shem Oyoo Wandiga

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PREAMBLE

Jaramogi Oginga Odinga University of Science and Technology (JOOUST) recognizes that universities worldwide are harnessing Open Educational Resources (OER) to improve efficiency and effectiveness in their teaching, learning and research activities. The OER Paris Declaration 2012 defines Open Educational Resources (OER) as "teaching, learning and research materials 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. Open licensing is built within the existing framework of intellectual property rights as defined by relevant international conventions and respects the authorship of the work" (Paris Declaration, 2012). Being openly licensed, Open Educational Resources play an important role in supporting teaching, learning and community services. In developing countries like Kenya, the increasing cost of commercially produced resources has become a financial barrier to accessing such resources for both staff and students. Therefore, the use of OER is not optional but a necessity.

This policy provides a framework for the development and usage of Open Educational Resources. It will further guide the University in performing the following:-
  i) Coordination of resource creation
  ii) Effective and efficient utilization of resources
  iii) Rationalization of proper usage of licenses
  iv) Harmonization of rules and regulations for the entire University system to ensure security of resources and fair access to resources

A University-wide OER policy will provide a conducive environment for the development and management of OER that will effectively contribute towards the vision and mission of the University. Open Educational Resources (OER) help enable equitable access to high quality, cost-efficient and inclusive learning resources.

1.0 LIST OF ABBREVIATIONS AND ACRONYMS

eJOOUST Platform :   Electronic platform for Jaramogi Oginga Odinga University of Science and Technology

ICT   :   Information Communication and Technology

IPR   :   Intellectual Property Rights

JOOUST   :   Jaramogi Oginga Odinga University of Science and Technology

OER   :   Open Educational Resources

ODeL   :   Open Distance and Electronic Learning

2.0 DEFINITIONS

Term	Definition
Adapt an OER	Modify OER content in some way. Changes can be small or large. Examples include: using selected content, remixing content from multiple sources, reordering chapters, adding Canadian or localized content, adding interactivity.
Adopt an OER	Adopt an existing OER "as is" without any changes to the content.
Create an OER	Develop OER material by creating original content and/or compiling with other resources.
Learning Outcomes	Formal statements of what a learner is expected to know, understand and/or demonstrate in order to receive a pass mark in a course. (from NSCC grading policy)
Open Education	Open Education encompasses resources, tools and practices that are free of legal, financial and technical barriers and can be fully used, shared and adapted in the digital environment." (SPARC*)
Open Educational Resources (OER)	"OER are teaching, learning, and research resources that reside in the public domain or have been released under an intellectual property license that permits their free use and re-purposing by others." (Hewlett Foundation)
Open Textbooks	An important OER subset. An open textbook has an open copyright license or is in the public domain. They can be modified, printed, shared, retained, remixed, and reused with no fees or permissions.
5Rs	Open Educational Resources are governed by the "5 R" principles: **Retain:** An individual or an institution may make and own copies of the OER they create, but the object is still shareable under a specific open license. **Reuse:** The OER content can be reused in other ways and without

	limitations.
	Revise: The OER content can be revised, adapted, and/or modified to meet the institution's needs.
	Remix: The content of two or more OER can be revised and combined in new and creative ways.
	Redistribute: New, revised, adapted, and modified OER must be shared back to the public under the open license, which in most cases will be Creative Commons.
Peer Review	Academic quality assurance process where a subject matter expert(s) other than the author reviews and offers feedback on a work prior to publishing.
Creative Common (CC) License	Creative Commons (CC) licenses are open copyright licenses that allow a copyright owner to retain ownership while also allowing others to use, revise, remix, and share the content without permission or fees.

3.0 THE UNIVERSITY CONTEXT

The use, creation and publication of OERs is consistent with the University's vision and core values; to be a beacon of excellence and a global leader in University Education through ODeL mode of teaching and learning and to ensure our teaching and research is relevant to society, diverse, inclusive, and accessible to all.

The University encourages staff and students to create and publish OERs to enhance the quality of the student experience, increase the provision of learning opportunities for all, and contribute to the global pool of open knowledge.

The University also encourages staff and students to reuse and repurpose existing OERs and open licensed resources, created within and beyond the University provided they are relevant, fit-for-purpose and used in accordance with the terms of the licence. This will help to expand the pool of resources available for teaching and learning, reduce duplication of effort, and increase return on investment.

It is expected that staff and students will use, create and publish OERs in a wide range of formats, including but not limited to, course materials and handbooks, images, video, multimedia resources, podcasts, assessment items, ebooks, open textbooks and course work assignments.

Whether or not OERs are used or published in a School or Department is ultimately a decision for the Dean of School or Head of Department as appropriate. Unless stated to the contrary, it is assumed that use, creation and publication of single units or small collections will be allowed. Where use, creation and publication are to be restricted, Schools and Departments are encouraged to identify and communicate a rationale for restriction. It is expected that justifications for restriction will normally be based on protection of commercial interests.

University policies on intellectual property rights (IPR) must be adhered to. When using OERs, students and staff must comply with the terms of the licence of use.

University policies and guidance on data protection must be adhered to.

The University reserves the right to restrict access to, remove or edit any resources it hosts that do not comply with its policies, and to request removal of resources from external repositories or sites.

4.0 OBJECTIVES

The purpose of this policy is to:

1. Encourage the use of Open Educational Resources in support of student success.
2. Promote innovation in teaching and learning.
3. To develop awareness about the concept and practices related to OER among all JOOUST academic community and the general public;
4. To guide capacity building among the academic staff and supporting personnel for the creation, identification, storing and integration of OER in their courses

5.0 SCOPE

This policy applies to all employees and students.

6.0 GUIDANCE

i) 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 legislation, policy and guidance (e.g. copyright, IPR, data protection, accessibility).

ii) Staff and students are advised to publish OERs using a Creative Commons Attribution licence (CC BY). Other Creative Commons licences may be used if colleagues feel this is necessary or appropriate for their particular resource, or to comply with the licence of any third-party content used in the resource.

iii) When creating and publishing OERs, the copyright owner(s), author(s), date and Creative Commons licence must be visibly attributed. The copyright owner will normally be the University of Edinburgh for OERs created at the University. Author(s) and performer(s) should also be properly acknowledged, giving recognition for work undertaken, along with date and Creative Commons licence applied so that others can clearly understand what permissions for reuse are being granted. An example of good attribution would be:

© [Author Name], Jaramogi Oginga Odinga University of Science and Technology, CC BY, 2022

iv) The University recommends that audio and audio-visual OERs should be published in the University's multimedia repository.

v) Where students are creating 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.

vi) The University actively encourages staff and students to reuse and repurpose existing OERs created by colleagues within the University, and by other institutions and organisations. Examples might include MOOC videos, open textbooks, open data sets, simulations, 3D models, cultural heritage resources. The OER Service provides advice and guidance on finding, reusing and repurposing all kinds of open licensed content.

vii) OER selected for inclusion in courses must:

- Align to program and course Learning Outcomes.
- Comply with the terms of the Creative Commons License assigned to the content.
- Be developed and used in accordance with University policies, procedures and guidelines.
- Meet requirements and/or standards of accrediting and regulatory bodies where applicable.
- Be published and made accessible in the JOOUST Open Textbook publishing platform and directory (in the case of Open Textbooks).
- Be Peer Reviewed.
- Adhere to the 5Rs.

7.0 LICENSING AND CITATIONS

7.1 Default licenses and citation

i) CC BY-NC shall be the default license for all JOOUST OER teaching and learning materials.
ii) CC BY-ND shall be the default license for selected research and official publications.
iii) JOOUST reserves the right to create, produce and publish non derivative and derivative works as OER

7.2 Exceptions

Staff shall reserve the right to decide the conditions under which the material produced will be licensed except in the following cases:

i) The material is specifically paid for or commissioned by the University or the University provides an unusual contribution either financial or material.
ii) The material developed as a result of a specific collaboration, in which case the guidelines governing that collaboration will prevail.
iii) Materials in the institutional open repository which do not indicate any specific conditions for sharing will automatically be considered as OER using the JOOUST default license.

8.0 IMPLEMENTATION, MONITORING AND EVALUATION

Once approved, this policy shall be published on the staff intranet and in the JOOUST open repository.

The DVC Academic Affairs shall have overall responsibility for the implementation, monitoring and evaluation of this policy.

The DVC Academic Affairs shall constitute a standing committee with representatives from responsible agencies within the institution which will receive and collate reports on OER implementation and take-up from department and faculty level through to automated analytics from the portal.

The policy shall be discussed and reviewed on a regular basis or as need arises.

APPENDICES

APPENDIX 1: OER LICENSES

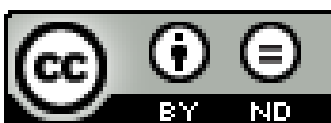### Creative Commons-Attribution (CC BY)

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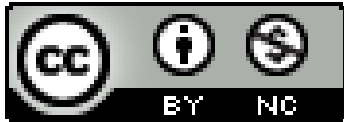### Creative Commons - Attribution - ShareAlike (CC BY-SA)

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Creative Common - Attribution - Non-Commercial - No Derivatives (CC BY-NC-ND)

This license is the most restrictive of the 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.

APPENDIX 2: CC LICENSE COMPATIBILITY CHART

Most of the CC licenses have good compatibility when remixing work under different licenses, but some of the licenses restrict our ability to do so. CC has shared a license compatibility chart that shows which licenses work together, and which ones do not allow content to be combined.

	PUBLIC DOMAIN	PUBLIC DOMAIN	CC BY	CC BY SA	CC BY NC	CC BY ND	CC BY NC SA	CC BY NC ND
PUBLIC DOMAIN	✓	✓	✓	✓	✓	✗	✓	✗
PUBLIC DOMAIN	✓	✓	✓	✓	✓	✗	✓	✗
CC BY	✓	✓	✓	✓	✓	✗	✓	✗
CC BY SA	✓	✓	✓	✓	✗	✗	✗	✗
CC BY NC	✓	✓	✓	✗	✓	✗	✓	✗
CC BY ND	✗	✗	✗	✗	✗	✗	✗	✗
CC BY NC SA	✓	✓	✓	✗	✓	✗	✓	✗
CC BY NC ND	✗	✗	✗	✗	✗	✗	✗	✗

You will notice two things:

- Content under an ND license cannot be combined with any other content (because it cannot be adapted)
- Content under an SA license can only be combined with content under the same license

With those things in mind, there is still great remixing potential among content licensed under the more permissive CC licenses.