# McMaster University
# Open Educational Resources (OER) Working Group

# Recommendations and Activities Report
# April 12, 2018

Submitted by:
Joanne Kehoe, Program Manager, eCampusOntario and Olga Perkovic, Research and Advanced Studies Librarian, on behalf of the OER Working Group

Submitted to:
Vivian Lewis, University Librarian and the members of the Library Leadership Group (LLG)

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## Title

This report assumes that McMaster University Library will continue to take a lead role in building understanding and raising awareness of the advantages of using OER across the McMaster campus community. With this in mind, and assuming that this work will continue beyond the

2018-2019 academic year, the OER WG recommends that the group be formally renamed the McMaster Open Educational Resources Committee (OER Committee for short).

## Scope
It is recommended that the members of the OER Committee work according to the terms defined in the Terms of Reference document dated April 12, 2018.

## Membership
In 2017-2018, the OER Working Group was made up of the following members:

Joanne Kehoe, Program Manager, eCampus Ontario (on secondment from the MacPherson Institute) (Co-Chair)
Olga Perkovic, Research and Advanced Studies Librarian (Co-Chair)

Nancy Bouchier, Professor, Dept. of History
Nidia Cerna, Instructional Designer, Centre for Continuing Education
Ryan Deshpande, VP Education, McMaster Students Union
Tim Nolan, Director, Student Accessibility Services
Fiona O'Connor, Course Materials Buyer, Campus Store
Denise Smith, Education and BHSc Liaison Librarian, Health Sciences Library
Liam Stockdale, Instructional Designer, Centre for Continuing Education
Zafar Syed, Associate Director, MacPherson Institute
Tim Van Boxtel, President, Graduate Students Association

Based on this year's experience of working with the group and based on the composition of similar groups or committees formed in other institutions, it is recommended that the OER Committee continue with similar membership in 2018-2019.

It is recommended that the OER Committee represents a cross-section of the McMaster University community and its stakeholders, with leaders and members comprised of or appointed from the following areas:

Co-Chairs (2) including one librarian from the McMaster University Library system appointed by the University Librarian. The second Co-Chair may be selected from among the members.

*For the 2018/2019 academic term, it is recommended that the librarian continue to Co-Chair the OER Committee with the appointed liaison from eCampusOntario.*

Members-at-Large (in alphabetical order)
Campus Store (1)
Centre for Continuing Education (1 or 2)
Faculty representative (1 or 2)

Faculty representative (1 or 2) e.g. two representatives from different faculties
Graduate student representative e.g. Graduate Students Association, executive member or representative (1)
Health Sciences Library (1) appointed by the Director of the Health Sciences Library
MacPherson Institute for Leadership, Innovation & Excellence in Teaching (1)
Student Accessibility Services (1)
Undergraduate student representative e.g. McMaster Students Union, VP Education (1)
University administration (1)

*Students representatives will serve one year and all other members will serve two years, with the possibility of reappointment.*

## Composition and Terms

It is recommended that the responsibilities of the members be outlined, as follows:

### Chair or Co-Chairs

*Responsibilities*

- Organization of and communication around group meetings
- Attendance at group meetings
- Set and meet work deadlines
- Establishment and coordination of sub-groups, as needed
- Communication with stakeholders and community

### Members-at-Large

*Responsibilities*

- Attendance at group meetings
- Contributions to phases of work
- Participation in sub-groups, as determined
- Communication of working group efforts with representative group/community
- Sharing of expertise and perspective from representative group/community

## Meetings

It is recommended that the OER Committee meet twice per term in each academic year e.g. October and December and February and April.

## Budget

It is recommended that requests for funding be made to the University Librarian and the LLG, as required. Funding costs may be required for materials such as high quality printing or parking passes and/or refreshments for events.

# Reporting

It is recommended that the OER Committee report to the University Librarian and the other members of the LLG. The OER Committee will produce an annual report at the end of the academic year i.e. April or May. The report will include activities or milestones for the year, and recommendations for the following year.

# Communication

It is recommended that the OER Committee have a presence on the University Library website. The space may be used to include membership details, agendas, minutes and documents or reports produced by the Committee.

*Given that the library website is currently in a Content Development and Migration Phase, it is recommended that the content and placement be developed prior to the launch of the new library website. Tentatively, the OER Committee work will be added to the Scholarly Communications space page while OER as a service, will be part of the Collections, Publishing & Preservation services page.*

# Activities, 2017-2018

The following activities were completed by the OER WG in 2017-2018:

- The co-chairs presented a session on OER to educators at the MacPherson Institute Learning Technologies Symposium on October 12, 2017.
- The co-chairs collaborated on a Stakeholders Meeting and Public Session ("Why Open?" Open Access and Open Education at McMaster") on Oct. 23, 2017 with Nick Shockey and Brady Yano from SPARC (Scholarly Publishing and Academic Resources Coalition).
- O. Perkovic was invited to be a member of a panel discussion ("Building an Extraordinary Community in Ontario") at the eCampusOntario Technology Enabled Seminar + Showcase (TESS) on Nov. 20, 2017.
- Several members participated in student and faculty events scheduled during the Ontario Undergraduate Student Alliance (OUSA) #TextbookBroke campaign, January 7-20, 2018. These events served as a form of outreach and advocacy with McMaster students and faculty about OER.
- The co-chairs successfully applied for and received a Mini Open Textbook Library of ten, print titles courtesy of eCampusOntario. The titles were displayed during Open Education Week, March 5-9, 2018, and are now part of the library collection.
- The co-chairs submitted a proposal for a Roundtable event at the 15th Annual Open Education Conference, October 10-12, 2018 in Niagara Falls, NY.
- O. Perkovic and D. Smith created and published an OER LibGuide.

## Activities, 2018-2019

It is recommended that the OER Committee consider working on various activities and targeting specific stakeholder groups such as the ones outlined below.

- Review the OER LibGuide regularly and update content and links, as required.
- Create a web presence for the Committee on the new University Library website.
- Determine current open education initiatives at McMaster.
    - Work with the Campus Store to identify a department or faculty using OER.
    - Calculate associated student cost savings.
- Pursue opportunities to promote the adoption of OER.
    - Work with the Campus Store to identify large, first year, undergraduate courses that are using mandatory textbooks. Use this information to conduct targeted outreach with individual faculty or departments.
    - Using the Open Textbook Library, OpenStax and other collections of open textbooks, compile a list of available open textbooks, by discipline. Use this list to conduct targeted outreach with individual faculty or departments.
- Work with student groups and associations such as the McMaster Students Union and OpenMac (a group funded by the School of Graduate Studies) to promote awareness of open education and OER.
- Work with members of provincial organizations such as eCampusOntario and the Ontario Undergraduate Student Alliance (OUSA) to engage in province-wide initiatives related to open education and OER.
- Participate in local, provincial or international events such as International Open Access Week (October) and Open Education Week (March).
- Pursue funding opportunities as calls for proposals are announced e.g. eCampusOntario Open Content initiatives.