

Faculty Bylaws Appendix  
Article I: College-Wide Committees  
Section E: Open Educational Resources Committee

1. Purpose:

The purposes of the Committee are:

- 1) to assess course syllabi to determine whether they qualify to be designated an OER course, according to established criteria (i.e., courses that use 51% or more OER course materials qualify for this designation);
- 2) create policies and procedures for developing and implementing OER curricular;
- 3) assess needs and recommend resources to support faculty teaching OER courses;
- 4) cultivate resources to support the College's OER programs; and
- 5) set policies for the allocation of SUNY OER funding (when available) to support OER initiatives on campus.

2. Membership:

The membership of the Committee shall include:

- At least two full-time, tenure stream faculty who have taught at least one OER course, appointed by the Senate Chair in consultation with the EC, and
- At least two full-time, tenure-stream faculty librarians who have knowledge and experience with OER, including the OER Librarian, appointed by the Senate Chair in consultation with the EC, and
- At least one full or part-time undergraduate student, to be designated by the SGA Executive Board, and
- One ex-officio (voting) member who shall be the Manager of Instructional Design (or designee), and
- One ex-officio (non-voting) member, to be designated as the OER liaison for Academic Affairs, and
- Campus Leads, liaisons with SUNY OER Services, if such have been designated.

The OER committee is responsible for soliciting at least two faculty members and reviewing qualifications. The OER committee will forward at least two approved nominations to the Senate Chair for appointment in consultation with the EC. In the event the OER committee does not have sufficient membership, the Senate Chair in consultation with the EC shall appoint members who satisfy the membership requirements directly from the faculty body.

3. Terms of office:

The term of office will be two years except for ex-officio members, the SGA representative, and OER Librarian. The SGA representative shall serve one year. All members may serve successive terms.

4. Reporting:

The faculty representatives of the Committee shall provide a written report to the Chair of the Faculty Senate by August 1<sup>st</sup> each year.