National Open University of Nigeria

Policy Title	Policy on Open Educational Resources (OER)
Policy No:	NQSA/POL/TEL/010
Owner:	National Open University of Nigeria (NOUN)
Approved By:	The University Senate
Manager/Driver:	DLCMS: OER Unit
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Introduction

The National Open University of Nigeria (NOUN) is an Open and Distance Learning (ODL) institution that is committed to a learning strategy which offers ODL, applying diverse delivery formats including print, audio, video, radio broadcast, e-Learning through the internet on computers and mobile devices. NOUN offers adequate students support through SMS, online facilitation, online chat rooms and tutorial discussions to enhance learning. The National Open University of Nigeria (NOUN) recognises the growing trend towards open content and the role that Open Educational Resources (OER) can play in opening-up knowledge for common good. This policy provides guidelines for the creation and adoption of Open Educational Resources in NOUN. NOUN is

also committed to neutralizing policies and barriers that interfere with the creation and adoption of OERs.

1.1   Global Mandate on OER

The adoption of an OER policy at NOUN is inspired by the recommendations made at the World OER Congress by UNESCO in 2012. UNESCO recommends that states and institutions, within their capacity and authority, should:

a. *Foster awareness and use of OER:* Promote and use OER to widen access to education at all levels both formal and non-formal, in a perspective of lifelong learning thus contributing to social inclusion, gender equity and special needs education as well as improving both cost-efficiency and quality of teaching and learning outcomes through greater use of OER.

b. *Facilitate enabling environments for the use of Information and Communications Technologies (ICT):* Bridge the digital divide by developing adequate infrastructure, in particular affordable broadband connectivity, widespread mobile technology, and reliable electrical power supply. Improve media and information literacy and encourage the development and use of OER in open standard digital formats.

c. *Reinforce the development of strategies and policies on OER:* Promote the development of specific policies for the production and use of OER within wider strategies for advancing education.

d. *Promote the understanding and use of open licensing frameworks:* Facilitate the re-use, revision, remixing, and redistribution of educational materials across the world through open licensing, which refers to a range of frameworks that allow different kinds of uses, while respecting the rights of any copyright holder.

e. *Support capacity building for the sustainable development of quality learning materials:* Support institutions, train and motivate teachers and other personnel to produce and share high-quality, accessible educational resources, considering local needs and the full diversity of learners. Promote quality assurance and peer review of OER. Encourage the development of mechanisms for the assessment and certification of learning outcomes achieved through OER.

f. *Foster strategic alliances for OER:* Take advantage of evolving technology to create opportunities for sharing materials which have been released under an open Licence in diverse media and ensure sustainability through new strategic partnerships within and among the education, industry, library, media, and telecommunications sectors.

g. *Encourage the development and adaptation of OER in a variety of languages and cultural contexts:* Favour the production and use of OER in local languages and diverse cultural contexts to ensure their relevance and accessibility. Intergovernmental organisations should encourage the sharing of OER across languages and cultures, respecting indigenous knowledge and rights.

h. *Encourage research on OER:* Foster research on the development, use, evaluation, and re-contextualisation of OER as well as on the opportunities and challenges they present, and their impact on the quality and cost-efficiency of teaching and learning to strengthen the evidence base for public investment in OER.

i. *Facilitate finding, retrieving, and sharing of OER:* Encourage the development of user-friendly tools to locate and retrieve OER that are specific and relevant to needs. Adopt appropriate open standards to ensure interoperability and facilitate the use of OER in diverse media.

j. *Encourage the open licensing of educational materials produced with public funds:* Governments/competent authorities can create substantial benefits for their citizens by ensuring that educational materials developed with public funds are made available under open Licences (with any restrictions they deem necessary) to maximize the impact of the investment. See link: https://en.unesco.org/oer/paris-declaration

1.2 NOUN OER Mandate

The National Open University of Nigeria in its quest to embrace the philosophy of OER established in August 2014 a dedicated unitfor this, known as the NOUN-OER unit. The unit was officially inaugurated in October 2015. In 2016, the unit was integrated into the Academic Planning Directorate as a sub-unit and in 2021, the unit was moved to the Directorate of Learning Content Management (DLCMS) to function as a sub-unit.

The mandate of the unit is to:

- stimulate the awareness of Open Educational Resources in NOUN and beyond.
- establish an open licensing framework in NOUN.
- contribute to global OER repository of resources.
- stimulate research and exchange activities in OER.
- provide capacity building in OER.
- offer high-quality open Licenced Massive Open Online Courses (MOOCs) to the global community.
- collaborate with national and international organizations in OER-related activities.

2.0   Purpose

The purpose of this policy is to guide the development and review of OER materials prior to sharing them globally. The policy therefore clarifies licensing issues and publication rights for OERs, provides guidelines on the creation, use and review of OERs and identifies human and other resources required for this process.

3.0   Scope

This policy is limited to all NOUN materials that shall be published as Open Educational Resources and the Open Educational Resources that NOUN may wish to adopt or adapt.

Definitions

4.1   Open Educational Resources (OER):

Teaching, learning, and research materials in any medium that resides in the public domain or has been released under an open licence that permits access, use, adaptation, and redistribution by others with no or limited restrictions.

4.2 OER Licence Model:

This refers to Creative Commons (CC). Creative Commons aids the free distribution of an otherwise copyrighted work. Thus, CC is used when an author seeks to give people the right to share, use and build upon a work he/she has created. It enables the author to change the copyright term from 'all rights reserved' to 'some rights reserved'. Every Creative Commons Licence ensures that licensors get credit for their work. Every Creative Commons Licence works around the world and lasts as long as applicable copyright lasts, as they are built on copyright. The current six Creative Commons Licences are Attribution CC BY, Attribution-Share-Alike CC BY-SA, Attribution-NoDerivs CC BY-ND, Attribtution-Non-Commercial CC BY-NC, Attribution-NonCommercial-ShareAlike CC BY-NC-SA, and Attribution-NonCommercial-NoDerivs CC BY-NC-ND.

4.3 Attribution CC BY

This licence lets others distribute, remix, tweak, and build upon your work, even commercially, if they credit you for the original creation. This is the most accommodating of Licences offered.

4.4 Attribution-Share-Alike CC BY-SA

This licence lets others remix, tweak, and build upon your work even for commercial purposes, as long as they credit you and License their new creations under the identical terms. This Licence is often compared to "copyleft" free and open-source software

Licences. All new works based on your works will carry the same Licence, so any derivatives will also allow commercial use.

4.5   Attribution-NoDerivs CC BY-ND

This licence allows for redistribution, commercial and non-commercial, if it is passed along unchanged and in whole, with credit to you.

4.6   Attribution-Non-Commercial CC BY-NC

This licence lets others remix, tweak, and build upon your work non-commercially, and although their new works must also acknowledge you and be non-commercial, they do not have to licence their derivative works on the same terms.

4.7   Attribution-Non-commercial-ShareAlike CC BY-NC-SA

This licence lets others remix, tweak, and build upon your work non-commercially, as long as they credit you and license their new creations under the identical terms.

4.8   Attribution-Non-commercial-NoDerivs CC BY-NC-ND

This licence is the most restrictive of the six main Licences, only allowing others to download your works and share them with others if they credit you, but they cannot change them in any way or use them commercially (Creativecommons.org)

Principles

5.1 **Accessibility**: OER will be readily accessible to all learners, educators, and the public.

5.2 **Quality**: OER will uphold the academic and pedagogical standards of the institution.

5.3 **Collaboration**: NOUN will collaborate with other educational institutions, both nationally and internationally, to develop and promote OER.

5.4 **Sustainability**: Ongoing efforts will be made to ensure the sustainability of OER initiatives.

Policy Statements

6.1 NOUN shall adopt the second Licence known as '**CC BY-SA 4.0'** (Attribution-ShareAlike) is chosen as it not only allows for the remix, tweak and creation of derived works with credit to the original licensor, but makes all the new works based on it carry the same Licence. Publications released on NOUN OER website shall be made available in Open Access under the [Attribution-ShareAlike4.0 (CC-BY-SA 4.0) Licence](). By using the content of these publications, users are expected to accept to be bound by the terms of use of the Open Educational Resources repository [oer.nou.edu.ng]() of the National Open University of Nigeria.

6.2 Reports and speeches in NOUN shall also be made available systemically under an open licence, but as the integrity of this public work needs to be preserved, adaptation is not to be allowed and they shall be released under a "CC BY ND" licence.

6.3 NOUN will hold the copyright in trust for subject matter experts and content developers.

6.4 Use, creation, and publication of OERs must be consistent with the University's reputation and values.

6.5 All OERs created shall comply with the University's Quality Assurance guidelines.

6.6 OER created must comply with the Directorate of NOUN Press guidelines.

6.7 Reports, speeches, and lectures can also be published as OERs.

6.8 NOUN OERs shall be made available in the following formats: Open Document Text (ODT) for instant re-use by students and academics outside NOUN; PortableDocument Format (PDF) for use on computers and self- print purposes and the electronic book publication form (ePub) for reading on tablets and smartphones.

6.9 The university shall encourage staff and students to use, create and publish OERs to enhance the quality of learner's experience, provided that these resources used are fit-for-purpose and relevant. This is not limited to the course-modules and includes all kinds of assignments, projects, free and open courses, seminars etc. Especially the use of existing OERs is promoted in the course-development at NOUN.

6.10 Staff shall be encouraged to adhere to the Licence model of OERs used and subsequently licence their work according to specified conditions of the model.

6.11 Each publication created as an OER in NOUN shall have the following reference: "downloaded for free as an Open Educational Resource at https://oer.nouedu2.net and a section explaining the open Licence including the do's and don'ts.

6.12 With the cooperation of course writer/programme coordinator and guidance by OER unit, Quality Assurance and NOUN Press, an existing full course or set of modules can be published as OER.

6.13 With the cooperation of course writer/programme coordinator and guidance by OER unit, Quality Assurance and DIRD, new courses including major revisions, designed and developed in NOUN, are to be published as OER.

6.14 The OER unit in collaboration with DLCMS/QA/ICT units will play foundational role in training faculty, staff and students engaged in creation and use of OERs, especially in design and media related skills as well as provide the human resource to assist in the development of OERs.

6.15 All materials to be OERized shall be subjected to plagiarism check.

6.16 University Policies on Intellectual Property Right (IPR) must be adhered to when using OERs.

6.17 The University reserves the right to remove resources that do not comply with its policies and/or request removal of resources from external repository sites.

6.18 This policy presumes that students will not be independent creators of OER materials. Students who assist with creating or producing OER shall be acknowledged as contributors.

6.19 In the event that students are involved in developing OER as part of their university education, the authorship rights shall fall to the university but the student shall be acknowledged.

6.20 The ICT, DLCMS, QA, Library and all other relevant departments will support the design, development, review, sharing and storing of OERs.

6.21 The university shall adopt the teamwork approach in curriculum and material development for OER.

6.22 *Liability*: All OER materials shared from the university with the world at large shall 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 staff of the university do not necessarily reflect the opinion of the university.

6.23 NOUN will actively foster open sharing of educational materials with universities and organisations.

Policy Implementation

7.1 All resources released as OER must ensure that the National Open University of Nigeria is stated as the licensor and wording must be included on the resource such as © National Open University of Nigeria or equivalent to ensure correct attribution.

7.2 It shall be the responsibility of staff and students to ensure that they have the necessary right to publish an OER.

7.3 All resources published shall comply with this policy guidelines.

7.4 All audio/video based OER teaching resources shall be deposited in the university's repository in hard & electronic, in DLCMS, and library.

7.5 OER unit shall put in place a tracking system to monitor use and reuse of NOUN's course materials.

7.6 Staff shall be encouraged to adhere to the Licence model of OERs used and subsequently Licence their work according to specified conditions of the model.

7.7 The OER policy shall be communicated through online publication, workshops, and prints, with the aim of creating awareness and adherence to the guidelines stipulated.

Sanctions on Violating this Policy

8.1 Any staff that violates the policy shall be handed over to the University Disciplinary Committee for sanction.

8.2   Where there is a breach of use by users of NOUN OER, NOUN will take legal action against such person(s).

Policy Alignment

To be successful and sustainable, the development of OER cannot be a side-line activity within an institution or education system. Development of OERs needs to be integrated into institutional or systemic processes to both leverage its potential and provide for its sustainability. The OER policy of the National Open University of Nigeria shall therefore be aligned and consonant with the following:

9.1   the vision and mission of NOUN
9.2   NOUN strategic document
9.3   Condition of Service for staff
9.4   NOUN blueprint
9.5   Research and publication policy
9.6   Quality assurance policy
9.7   NOUN copyright policy
9.8   ICT policy
9.9   NOUN plagiarism policy

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