

Policy name	Open Educational Resources		
Policy number	AC0026		
Contact Person	Deputy Vice Chancellor for Academic affairs and Research		
Approval Authority	Board of Trustees		
Date first approved	23 March 2023	Last substantive review	NA.
Policy Review Cycle	Biennial	Next review	23 March 2025

1. Definitions

Abbreviations	Definition
[ASU]	[A'Sharqiyah University]
[Open Educational Resources (OER)]	[All licensed educational resources that are accessible for free, and can be used for the purposes of teaching, learning and research, and can be adapted and reused by students and teachers with no need to prior license or subscription fees]
[Usage Right]	[Laws that regulate the use of open educational resources, including copying, distribution, amendment and presentation of creative and literary works and other types of works according to the used resource's license]

2. Purpose

[This policy aims to regulate the application of OER in A'Sharqiyah University (ASU). This policy defines the terms of application of those resources in achievement of the educational objectives in line with the e-learning policy AC0023, the academic integrity policy AC0009 and remote learning policy AC00024.]

3. Scope

[This policy applies to all OERs in ASU which are used by academic staff through their teaching of the academic courses to ensure the rights of use in accordance with the used resource's license. It is also used by ASU's students to achieve the various learning objectives].

4. Policy Statement

4-1 This policy was developed to serve ASU's mission, vision and values to enhance the characteristics of ASU's graduates by enabling students to apply the technology updates in twentieth century.

4-2 This policy was developed to build the capacities among the ASU's academic staff to properly apply and create OERs, in accordance with UN recommendations.

4-3 This policy defines the terms of application of OERs by the faculty member and ASU students in achievement of the learning objectives and refinement of its outcomes by:

4-3-1 Development of the awareness of the concept and practices related to OERs between all academic staff and students.

4-3-2 Identification of the types of OERs

4-3-3 Identify OERs for each educational outcome of each course.

4-3-4 Include those open OERs in the course description and linking them to the expected outcomes of each course.

4-3-5 Apply OERs without violation of the usage licenses specified for those OERs.

4-3-6 Encourage academic staff and students to use, create and disseminate OERs to improve the quality of education].

5. Key Stakeholders

[Academic staff and students of ASU and its academic departments].

6. Types of OERs

6-1 Audio OERs: Any electronic OER that academic staff member uses or instructs students to use for the purpose of any of the expected course outcome as audio, such as audio clips of types of text or music content or the like.

6-2 Text OERs: Any electronic OER that academic staff member uses or instructs his students to use for the purpose of any of the expected course outcome as text, such as text sites, text documents and the like.



6-3 Video OERs: Any electronic OER that academic staff member uses or instructs his students to use for the purpose of any of the expected course outcome as image, such as the image websites or image documents and the like.

6-4 Multimedia OERs: Any open OER that academic staff member uses or instructs his students to use for the purpose of any of the expected course outcome as video, such as video websites, YouTube or the like].

7. Creative Common Licenses:

7-1 By: If this license is on the resource, it means that name of the original author of the resource which is used must be mentioned.

7-2 Noncommercial (NC): If this license is on the resource, it means that this educational resource is not authorized to be used for any commercial purposes, whether directly or indirectly.

7-3 Nonderivative (ND): If this license is on the resource, this means amendment or derivation from the content of this resource is not authorized, and that it shall be applied as it is.

7-4 Similar Authorization (SA): Existence of this license means that in case amendment or derivation of a resource is authorized, the new educational product must be authorized by the same license of the original resource.

7-3 Best Practices:

7-3-1 Search for unrestricted, licensed OERs, such as: only BY and reduction of the use of restricted, licensed OERs, such as ND.

7-3-2 Use of popular search engines to search for OERs related to the course objectives and expected outcomes by definition of the usage rights to rapidly access OERs by the license for which it searches.

7-3-3 Direct students to the resource directly without need to download it.

8. Responsibilities:

8-1 Academic staff and students:

8-1-1 Academic staff and students shall be responsible for assuring that they receive the required publication rights of OERs, and that all published resources are compatible to all related resources, legislation, policies and guidelines (such as copyrights, intellectual property rights, data protection and accessibility).

8-1-2 Urge academic staff members and students to publish the open educational resources using the Creative Commons (CC) in accordance with the outcomes of their teaching courses in accordance with their academic courses.

8-2 E-learning circle:

8-2-1 Training academic staff members and students to be able to effectively search for OERs by organizing training workshops at the beginning of every academic semester.

8-2-3 Training academic staff members to create creative commons licenses to license the new educational products.

8-2-4 Assure the quality and efficiency of agreement on OERs by tracking the efficiency of use and



linking it to the ASU's strategic plan indicators.]

9. References

[Downes, S. (2007). Models for sustainable open educational resources. *Interdisciplinary Journal of E-Learning and Learning Objects*, 3(1), 29-44.

The University of Edinburgh. (2002). Main Page. Retrieved 08 10, 2022, from <https://www.ed.ac.uk/files/atoms/files/openeducationalresourcespolicy.pdf>]

9. General Provisions

- Any form of non-compliance with this policy/procedure makes those responsible open to University disciplinary measures.
- Any exception from this policy/procedure upon application shall have no effect against the University or others unless it has been approved by the Vice Chancellor or the Board of Directors and/or the Board of Trustees as the case may be.

11. Revision History

Version	Author/ Reviewer	Revision(s) made and justification	Date