

**Open Educational Resources (OER) Initiative  
FY 2020  
Request for Proposals**

**Intent**

For the 3<sup>rd</sup> consecutive year, CUNY will be funded \$4,000,000 from New York State to envision, establish and institutionalize new and ongoing OER initiatives and practices across CUNY. In FY 2019, OER replaced textbooks in nearly 3,000 course sections with new enrollments totaling more than 75,000 students, resulting in nearly \$10 million in savings in student textbook costs.

As in year one and two, the CUNY OER scale-up initiative seeks to incentivize and empower CUNY faculty to redesign their course materials and pedagogy through the replacement of proprietary textbooks with open educational resources; develop flexible and interoperable central and campus based technology platforms; as well as, enhance and deliver distributed faculty support models and programming. The short-term goal is to reduce costs for students and accelerate their progress through college, but an important secondary impact is to change the culture to create systems and structures and innovative teaching practices that better connect curriculum and pedagogy to updated student learning outcomes. With that secondary goal in mind, the OER initiative encourages collaboration between libraries, CETLS, online learning units, and other campus units focused on improving the teaching and learning process. The Office of Library Services will continue to provide system-wide coordination, workshops/training, marketing, assessment, accessibility review, and facilitate communities of practice.

**Timeline:**

May 1: RFP published

**June 21: Proposals due**

July 1 - 15: Review completed, funded proposals selected

**Scope**

The Office of Academic Affairs seeks proposals whose outcomes include:

1. Targeted, scalable OER course adoption and conversion. Proposals geared towards OER course production will be preferred, and will be awarded based on the escalating scale detailed below.
2. The creation of new Z-degree pathways. *Proposal awards determined on a case by case basis.*
3. Innovative professional development, pedagogical support for faculty and future faculty. *Proposal awards determined on a case by case basis.*
4. Cross-campus collaboration: joint development of OER materials/practices across disciplines, colleges with articulation agreements, community and senior colleges. *Proposal awards determined on a case by case basis.*
5. *Original OER creation, especially ancillary materials. Proposal awards determined on a case by case basis.*
6. *Faculty and student quantitative/qualitative assessment studies. Proposal awards determined on a case by case basis.*

7. *CUNY-hosted OER platform development, enhancement, and optimization. Proposal awards determined on a case by case basis.*

Like year one and two, of particular interest and priority are proposals that target high enrollment general education classes or “Z” degrees (entire OER Zero Cost Degree pathways). To qualify for preferred eligibility for the CUNY Scale-Up Initiative, it is suggested that you commit to converting at least five (5) sections to OER per course. However, our aim is to be as inclusive as possible and all proposals will be considered.

Faculty compensation for OER course conversion:

- \$2,500 per course. For each course selected it is preferred that it be taught across five (5) sections, with the course developer serving as lead course manager. The role of the lead course manager is to convert the course materials to OER, assist and acclimate section instructors to the OER course structure, and inform advisors and the Registrar about the “Zero Textbook Cost Course” status of the course sections. Faculty can share course compensation evenly if they choose to collaborate. Faculty compensation is facilitated via course release, or as summer salary, or summer NTA hours.

Compensation for faculty training:

- \$750 per course section for section instructors, will receive training by the course developer to teach their courses using OER materials. Faculty compensation is facilitated via course release, or as summer salary, or summer NTA hours.

Staffing support for participating libraries and/or Centers for Teaching and Learning:

- A one-time escalating payment based on number of course conversions to fund libraries and/or CETLs to support and coordinate training and/or outreach for the program.

Any materials adopted, adapted or created as a result of this grant should adhere to university-wide accessibility standards.

Any original OER materials created must be assigned a Creative Commons License. If the materials are in a document format they should be submitted to CUNY’s institutional repository, Academic Works. If the materials are in the form of a website they should be submitted to [CUNY Open Ed](#), CUNY’s OER discovery site. Librarians will assist and advise if needed.

The present RFP invites colleges to submit proposals to align with this important initiative. Participants will be expected to share best practices and lessons learned, to provide necessary data so the project can be properly assessed, and to participate in the assessment and evaluation process. Requirements will include a summary report detailing outcomes for each course and the designation of Zero Textbook Cost Course attribute in CUNYfirst.

The scope of work must be completed in FY 20 and any redesigned courses must be taught no later than Fall 2020. **Proposals are due to the campus OER Coordinator, Christina Boyle, via [email](#) by June 21, 2019.**

### **Guidelines for Proposal Preparation**

1. A completed line item budget (where applicable) and timeline.
2. A proposal narrative that includes a 500 word executive summary, a description of the OER project, the course name(s), number of courses and sections to be converted and taught in AY 2019 and the fall of 2019. Estimated enrollment data should also be included. A description of how the project will be structured and organized, who the lead players and partners will be, and how the project will be evaluated should be part of the narrative.