

Open Education Alberta Pressbooks Program

Description

The Open Education Alberta (OEA) Pressbooks program promotes the development of shared Open Educational Resources (OER) through access to a shared hosted Pressbook platform licensed by TAL. Open Education Alberta establishes the criteria for institutional participation, and defines a cost-sharing model for this program. Participating institutions are responsible for providing support to their students, staff, and faculty in the creation and publishing of openly licensed content that is suitable for the Pressbooks platform.

This service is available for the creation or adaptation of content that will result in Creative Commons licensed materials that allow for reuse and adaptation by others (CC-BY, CC-BY-NC, CC-BY-SA, or CC-BY-NC-SA).

Participating institutions will be asked to agree to, and adhere to, the participation guidelines.

These guidelines can be found on ConsortiaManager at https://consortiamanager.com/ndm_offers/show/1425

Participating institutions will also be bound by the license agreement, which TAL will sign on behalf of participants. The fully executed license agreement will be available on ConsortiaManager and also provided via email by request.

Guidelines for participants

Eligibility

Institutions must be TAL members to participate in the Open Education Alberta Pressbooks Program. Institutions must also be OEA members, and can join OEA at any time, for no charge by emailing the OEA Steering Committee at contact@openeducationalberta.ca. Participation in the Pressbooks Program can begin in the next renewal period.

Subscription term

Apr 1 - Mar 31

Renewals

Renewal information will be sent out annually, including pricing and any relevant platform changes or other information that needs to be communicated to participants. This information will be available prior to the renewal for members to review. TAL will provide this information via our online subscription management platform, ConsortiaManager, and also via email on request. The ideal time for libraries to review renewal information is a minimum of one month, but this timeline may occasionally be shorter if there are delays in negotiating with the vendor or finalizing details. A renewal deadline (ideally January 31st or earlier) will be provided along with the renewal information. Any libraries planning to cancel need to do so before the deadline.

After the renewal information is made available, participants' subscription will **automatically renew** after the deadline unless cancellation notice is received by the licensing librarian at TAL. TAL will automatically renew the contract for all participants each year at the end of February. **Participants will have an opportunity to cancel or add institution upgrades each year in January.**

This renewal process will be conducted through TAL's online subscription management platform, ConsortiaManager, or via email to the licensing librarian. All TAL members should have access to ConsortiaManager already, but TAL will be available to assist with this process wherever needed, including creating new ConsortiaManager accounts if there are OEA contacts at institutions who need access to the system.

New libraries will be welcome to join Open Education Alberta any time before the renewal period, and participation in the OEA Pressbooks Program can begin with the next renewal. These guidelines can be found at ****insert**

Institution upgrades

If individual libraries wish to upgrade their access with the **Premium Member Buy-In Options**, this will need to be done at renewal time, although they can advise us of this decision at any time during the year.

New participants

To participate in the OEA Pressbooks Program, interested institutions should email OEA at contact@openeducationalberta.ca and indicate interest in joining the OEA Pressbooks Program as part of their OEA membership.

Institutions who join OEA midterm will be welcome to join the Pressbooks Program at the next renewal period.

Cost-sharing

Participating institutions share the costs of the Open Education Alberta Pressbook Program through the formula established by Open Education Alberta. Annual costs for the Pressbooks Consortial Basic Network Plan are divided amongst participants, and contributions are calculated based on FLE (80%) and number of books in the pool allocated to each institution (20%).

Individual libraries are solely responsible for bearing the costs of any Premium Member Buy-in Options they choose.

Allocation of Books

Open Education Alberta manages the annual allocation of books to participants based on participants' expected needs for the upcoming year, the available number of surplus books in the system, and the number of new books included in the network plan each year.

Network Managers and Institutional Representatives

Each institution may designate an institutional representative to participate in Open Education Alberta. The OEA Steering Committee will appoint up to 6 institutional representatives to serve as Network Managers.

Copyright and licensing

Participating institutions will ensure that OER projects created on the Pressbooks software will be made available online, free of charge, via the OEA site.

Participating institutions will ensure that any OER project is offered to the public using one of the following licenses:

- Creative Commons Attribution 4.0 International License (CC BY 4.0)
- Creative Commons Attribution-ShareAlike 4.0 International (CC BY-SA 4.0)
- Creative Commons Attribution-NonCommercial 4.0 International (CC BY-NC 4.0)
- Creative Commons Attribution-NonCommercial-ShareAlike 4.0 International (CC BY-NC-SA 4.0)
- or similar license allowing for the distribution, reuse and modification of the content. For more information on Creative Commons Licenses, see <https://creativecommons.org/licenses>.

Participating institutions are solely responsible for securing:

- (1) publication permissions from all contributing authors to an OER project; and

(2) all necessary permissions related to third party content included in the OER project. The Client Institution agrees to promptly provide TAL with evidence of any such permissions upon written request by TAL.

Each participating institution will ensure that:

- (a) It has secured permission from all authors of an OER project to have the project made available via the OER site;
- (b) Where applicable, it has ensured that OER project authors have obtained all necessary permissions to any third party content including, but not limited to, photographs, illustrations, drawings, text, or any other material to be published with or in connection with an OER project;
- (c) Where applicable, it has confirmed that any third party content included in an OER project is being used pursuant to existing OER-compatible license, and that any use herein is consistent with all such licenses; and
- (d) It has reasonably concluded that an OER project does not infringe upon the rights of any third party including, without limitation, claims in defamation, privacy, copyright, or trademark.

Accessibility Guidelines

It is recommended that books meet the [BCCampus accessibility criteria](#) before being published.

Leaving the Open Education Alberta Pressbooks Program

Institutions must provide cancellation notice to TAL and Open Education Alberta before the renewal deadline on January 31.

Open Education Alberta will host the institution's associated user accounts, and its unpublished and private titles for up to 30 days after the date the member institution withdraws from the program.

Open Education Alberta will host the institution's publicly published titles for up to 1 year after the date the member institution withdraws from the program. OEA does not have a responsibility to maintain or update content within published titles during the 1 year period. After that time, OEA reserves the right to remove published titles. Titles can be exported in multiple formats at any time prior to removal.

Network managers must be current OEA members.