OER content compilation proposal requires that faculty develop a compilation of existing sources to replace a traditional textbook. Sources may be a combination of existing open materials, faculty created materials, and copyrighted works. However, the majority (at least 51%) of the final compilation must be open and any faculty created materials that comprise the works must have Creative Commons license indicated.

Faculty name: ___________________________  Department: ___________________________

Course Name: ___________________________  Course Number: ___________________________

First semester to be offered (CIRCLE ONE): FALL 2019 | INTERSESSION2019 | SPRING 2020 | SUMMER 2020 | Fall 2020

Current Textbook Used: ___________________________

Describe anticipated sources of OER materials likely to be used (or attach list) [expected to exceed three sources]:
________________________________________________________________________________________________
________________________________________________________________________________________________
________________________________________________________________________________________________
________________________________________________________________________________________________

Describe faculty created materials likely to be used (and/or attached samples):
________________________________________________________________________________________________
________________________________________________________________________________________________
________________________________________________________________________________________________

Indicate the percentage of sources anticipated for the compilation (% open + % faculty created must be at least 51%):
____% existing open materials + __________% my faculty created materials + __________% copyrighted works = 100%
_________________________________________________________________________________________________

Compensation: By signing and accepting, I am agreeing that a majority (at least 51%) of materials for the compilation mentioned in this agreement will be OER, and will remain such for two years. In addition, I understand that my course will be flagged in Banner as using OER. I understand that proposed content listed below must be verified as adhering to the SUNY OER definition. The college will provide an $800 stipend for this completed work in two payments: $400 after initial approval and $400 after final review and approval by the assigned completion date. The compilation of open materials will be provided for the final reviewers by the completion date indicated (generally three months before the first semester the OER course will be offered).

_________________________________________________   __________________
Faculty Signature                                      Date
REVIEW PORTION:

SECTION 1: REVIEW BY DEPARTMENT CHAIR:
My signature indicates my support for the content compilation proposed above. In addition, I agree that I will meet with and/or regularly communicate with the proposer to indicate my support for or requests for revision to the proposed compilation of sources. I understand that I will be compensated $150 for my time spent on this project.

_________________________________________________   __________________
Signature of Department Chair Date

Department Chairs: Please return this completed proposal to Sarah Romeo, Library Online Media Specialist, at MRV 130.

SECTION 2: REVIEW BY OER REVIEW COMMITTEE:

CHECK all that apply:
___Proposed open materials meet SUNY OER definitions.
___Proposed faculty created works are / can be assigned Creative Commons license.
___Proposed percentages provide majority of open materials.

Comments (required if proposal is not supported as submitted):
______________________________________________________________________________________________________________________
______________________________________________________________________________________________________________________
______________________________________________________________________________________________________________________
______________________________________________________________________________________________________________________

Initials on behalf OER Review Committee: Date:

Completion dates:

<table>
<thead>
<tr>
<th>First semester course offered</th>
<th>Completion date of compilation draft*</th>
<th>Final review completed**</th>
<th>Final payment for approved compilation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall 2019</td>
<td>June 30</td>
<td>July 15</td>
<td>By end of August 2019</td>
</tr>
<tr>
<td>Intersession 2019</td>
<td>October 1</td>
<td>October 15</td>
<td>By mid-November 2019</td>
</tr>
<tr>
<td>Spring 2020</td>
<td>October 30</td>
<td>November 15</td>
<td>By mid-December 2019</td>
</tr>
<tr>
<td>Summer 2020</td>
<td>March 1</td>
<td>March 15</td>
<td>By mid-April 2020</td>
</tr>
<tr>
<td>Fall 2020</td>
<td>March 15</td>
<td>March 30</td>
<td>By end of April 2020</td>
</tr>
</tbody>
</table>

*Exceptions will be granted in consultation with the DC.
**Holidays/breaks may require an additional week.