



OER Course Development Agreement Form

By requesting approval for this course section(s) to be assigned an OER attribute and be considered a

“no cost” or “low cost” course, _____ agrees that all course
Instructor/Course Developer name(s)

materials for _____ have been developed and will be provided to students in accordance with the
Prefix and Number

provisions CVCC’s OER Policy & Procedures Statement; Section 12 (Intellectual Property) of the Virginia Community College System Policy Manual; the Creative Commons licensing standards; the Digital Millennium Copyright Act of 1998; applicable state and federal copyright laws; and other college policies and academic standards, and (2) assumes all responsibility for maintaining the integrity of the course content as relates to copyright and scholarly merit, including maintaining and updating hyperlinks. The Academic Division Dean and the Program Head, or their designee will review the proposal, and will recommend to the Vice President of Academic and Student Affairs approval (or non-approval) of the proposal. The OER Advisory Committee will review the use of the materials proposed as being in alignment with course outcomes. Faculty are strongly encouraged to review OER materials each semester to ensure continued compliance with applicable copyright law and continued accessibility and appropriateness to course objectives.

Instructor Signature Date

Program Head Signature Date

Academic Division Dean Signature Date

VP for Academic and Student Affairs Signature Date

____ Approved for OER attributes

____ Not approved for OER attribute