Department Colleagues: Statement of Support

The FA should compose a memo to the System OER Selection Committee that includes each of the following components:

- **A signed statement:**
  - “I certify that I am in good standing, not the subject of any University disciplinary proceedings (as detailed in University policies and the Collected Rules and Regulations), and I have submitted an accurate and up-to-date Conflict of Interest form.
  - “I accept and am in support of the departmental aim of converting all introductory coursework within my department to low- or zero-cost materials.
  - “I understand that I am pursuing a position to be an advocate for open educational resources within my department and on my campus. I am willing to assist in the development of relationships between my department and the key stakeholders. I will conduct and assist with workshops and informational sessions. I am willing to meet with my peer faculty to aid in the incorporation of OER materials into their course(s).
  - “I agree to comport with the following program goals:
    - **Advocate** for OER within the department
    - **Adopt** openness and flexibility in creating relationships within the department
    - **Facilitate** open dialogue within dept and between department representatives and campus OER stakeholders through relationship development
    - **Establish** a path to transition to OER throughout the department, beginning with introductory coursework

- The signatures of at least one and no more than **four other instructors within the department** to the following statement:
  - “We the undersigned instructors in the Dept/School of [insert dept name] publicly express our support for the efforts of the Faculty Advocate, [insert name], to bring a culture of openness to the Department.
  - “By signing this statement, we certify that the chosen FA would be a good selection to introduce and shepherd instructors through the process of OER familiarization. We understand that this position seeks to realize the following goals for the department:
    - **Advocate** for OER within the department
    - **Adopt** openness and flexibility in creating relationships within the department
    - **Facilitate** open dialogue within dept and between department representatives and campus OER stakeholders through relationship development
    - **Establish** a path to transition to OER throughout the department, beginning with introductory coursework