Open Textbook Grants Program

The goal of the *Fort Hays State University Open Textbooks Grant Program* is to reduce textbook costs for students by supporting the discovery, adaptation and implementation of high-quality open textbooks by FHSU faculty. To achieve this goal, Forsyth Library and the Open Education Resources (OER) Council offer grants to encourage the adaptation and adoption of customized, high-quality open textbooks, thereby reducing college costs for students, showcasing the work of FHSU faculty, and contributing to worldwide availability of high-quality open educational resources.

More information about the Open Education Resources initiative at FHSU is available at: [http://www.fhsu.edu/library/oer/](http://www.fhsu.edu/library/oer/) or contact Claire Nickerson, Learning Initiatives & OER Librarian, at 785-628-4543 or at cenickerson@fhsu.edu.

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Overview

Textbook costs are a major concern for students. Textbook prices have risen 1,041% since 1977 in comparison to a 308% rise in costs overall during the same time period. In a recent study, 65% of students reported that they cope with rising costs by opting not to purchase a textbook even as they recognize that this may affect their academic success.

With funding provided through the FHSU Foundation from donors Richard and Delores Fischli, Forsyth Library and the OER Council offer grants for faculty adaptation and implementation of open textbooks for use in FHSU courses. Our goal, through the grants initiative, is to offer significant savings for students while continuing to provide high-quality educational resources.

Open textbooks will replace commercially published textbooks in the courses for which they are prepared. Grant funding may be used to adapt an existing open textbook and/or to create original supplementary materials (e.g. problems sets and answer keys, test and quiz questions, slide sets, videos, lesson plans, teaching notes, and/or detailed study guides) to accompany an existing open textbook, thereby adding value to the original work and customizing it for use with an FHSU course. If you are interested in authoring an entirely new and original textbook, rather than revising an existing open textbook, please contact Claire Nickerson at cenickerson@fhsu.edu to discuss possibilities.

As a condition of the Open Textbooks Grant, all resulting textbook revisions and accompanying materials must be made available through FHSU Scholars Repository with a Creative Commons License and may contribute to faculty scholarship as determined by the disciplinary expectations of the academic department. Learning Initiatives & OER Librarian Claire Nickerson can assist adaptors with choosing and applying Creative Commons licenses.

3 See [http://creativecommons.org/licenses/] for information about CC licenses.
licenses, copyright questions, and depositing adapted textbooks into the FHSU Scholars Repository and into additional open education repositories (at the faculty member’s discretion).

Questions?
We will be holding four information sessions to answer questions about the proposal and open textbook adaptation process:

- Wednesday, April 20th at 9:00 AM in Forsyth Library 133;
- Friday, April 22nd at 11:00 AM in Forsyth Library 133;
- Tuesday, April 26th at 1:00 PM in Forsyth Library 133; and
- Thursday, April 28th at 4:00 PM in Forsyth Library 133.

If you are unable to attend an information session or you have additional questions, please contact Claire Nickerson, Learning Initiatives & OER Librarian for Forsyth Library, at 785-628-4543 or at cenickerson@fhsu.edu.

Program description

Project Proposals
Project proposals will be accepted for either general education or discipline-specific courses. As we seek to impact the largest number of students possible in this initial round of funding, the OER council will give preference to proposals for adapting open textbooks for use in high-enrollment courses. Proposals for textbook adaptations to be used in lower-enrollment courses will also be considered as funding allows, particularly in areas where existing open textbooks are in need of revisions for quality improvement before they can be implemented at FHSU.

FHSU Open Textbooks Grants may not be used for:

- Adopting commercially published materials, even when those resources may be made freely available to students;
- Implementing an existing open textbook without some original authoring, either through revision of an open textbook (adaptation) or the creation of accompanying supplementary materials that add value to the original text;
- The adaptation of textbooks for profit or commercial publication;
- The adaptation of textbooks without the accompaniment of a Creative Commons license;
- The development of educational resources that are not textbooks, unless they are intended to supplement an open textbook; or
- Professional development or training.
Award Information

Awards will be made in the amount of $500 to $2000 depending on the level of adaptation. Final funding determinations will be based on review by the OER Council. Grantees have up to one year to adapt and implement a textbook in an FHSU course. Implementation is expected to occur no later than Fall Semester of 2017. Please make use of the following guidelines in requesting funding:

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<tr>
<th>Level of Textbook Adaptation</th>
<th>Award Range</th>
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<tbody>
<tr>
<td><strong>Level 1.</strong> You are creating original supplementary materials to accompany an existing open textbook and/or you are adapting an existing open textbook that requires only minor revisions.</td>
<td>$500-$1000</td>
</tr>
<tr>
<td><strong>Level 2.</strong> You are significantly revising an existing open textbook or remixing multiple open textbooks and you may also be creating original supplementary materials and/or may have extra personnel expenses, such as hiring a student graphic designer to create or update charts and images.</td>
<td>$1001-$2000</td>
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Original supplementary materials may include, but are not limited to, problems sets and answer keys, test and quiz questions, slide sets, videos, lesson plans, teaching notes, and/or detailed study guides to be created by the grantee.

Successful applicants will be expected to provide two progress reports to the review committee, one at the six-month mark and one at project completion. Funds will be dispersed to the primary adaptor at project completion, which will be signified by teaching a course into which the adapted materials have been incorporated. In the case of proposals that document a necessity for partial funding up front to pay specific production costs (e.g. software necessary to edit the textbook, licenses for specific content to be included in the textbook), the Council may approve a partial release of funding in advance and final payment will be reduced accordingly.

Eligibility

The primary adaptor of the textbook must be an instructor of record currently teaching courses at FHSU. If other contributors are included, such as non-instructional collaborators, graduate students, or instructors from other educational institutions, it is the responsibility of the grant recipient to determine what, if any, fund sharing is appropriate and to pay other contributors directly.
Application and Submission Information

Consultations
Forsyth Library can help you discover materials that might be suitable to adapt for your course, demystify Creative Commons licensing and copyright issues, further discuss the grant application process, or discuss dissemination of work through the FHSU Scholar’s Repository and other open textbook repositories.

If you have questions about project support or would like to schedule a consultation to receive assistance identifying open textbooks and open educational resources for possible adaptation, please email Claire Nickerson, Learning Initiatives & OER Librarian for Forsyth Library, at cenickerson@fhsu.edu. Please attach a copy of the syllabus for your class to your email.

Application Instructions

Please submit your proposals to our web form no later than midnight, June 2, 2016. Applications submitted after that date will not be accepted. Your application should consist of the following parts:

1. Applicant Information:
   a. Name of the primary adaptor
   b. Department
   c. Title
   d. Summer contact (phone number)
   e. Funding Request (Level One or Level Two depending on project proposal)

2. Course Information:
   a. Course Name(s)
   b. Course Number(s)
   c. How many course sections will use the adapted textbook?
   d. What is the estimated total one-year student enrollment that will benefit?
   e. List the commercially published textbook, if any, to be replaced by the proposed open textbook
   f. What is the estimated student cost for the current textbook or alternative learning materials?

3. Abstract: (no more than 500 words, written for a non-specialized audience)
   a. Summarize the proposed open textbook adaptation project.
   b. Describe briefly why this project will have impact for students.

4. Expertise: (500 words)
   a. Provide a short biographical summary of the primary adaptor
   b. Describe any special subject expertise the grant applicant can contribute to textbook revisions or to the development of high-quality original supplementary materials.
   c. Name any additional contributors who will be involved.
5. **Narrative**: (1000 words maximum)
   a. Describe the need for an open textbook for the proposed course.
   b. Provide a bibliographic citation for the textbook you intend to adapt and a link to its online location. Explain why you have selected this particular textbook.
   c. How do you plan to go about implementing the open textbook for your course? List the major steps. (e.g., undertake major revisions of an existing textbook, make minor revisions, develop supplemental materials). Please provide sufficient detail to help the OER Council understand your proposal.
   d. What additional resources or support will you need to undertake this project that are not currently available to you?
   e. Explain how the relevant copyright issues, if any, will be addressed. Will you use only materials available in the public domain, materials available under a creative commons license, materials used with permission from the creator, or only your own individually-created materials? (If you have questions about copyright issues, please contact Claire Nickerson, Learning Initiatives & OER Librarian for Forsyth Library, at cenickerson@fhsu.edu prior to submitting your grant application.)
   f. How will students access the assigned textbook?

6. **Additional Information** to explain the merit of your proposal (optional):
   (e.g., information regarding the need for OER resources in a discipline, plans for textbook peer review by others in your field, previous experience you have had with development or implementation of OERs for other courses)

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**Review and Selection Process**

The FHSU OER Council will review each application. In the event that a proposal is not accepted during this round of funding but has merit, feedback will be provided for revision and resubmission for future funding.

**Evaluation Criteria**

Proposals will be evaluated using the following rubric:

<table>
<thead>
<tr>
<th>Section</th>
<th>Points</th>
<th>Comments</th>
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<tbody>
<tr>
<td>Course Information and Abstract</td>
<td>/20 Possible</td>
<td></td>
</tr>
<tr>
<td>Applicant makes a convincing argument that having an open textbook will have a significant impact on the class.</td>
<td>/20</td>
<td></td>
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<tr>
<th>Expertise</th>
<th>/10 Possible</th>
<th></th>
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<tbody>
<tr>
<td>Applicant has the necessary skills and experience to adapt a textbook.</td>
<td>/10</td>
<td></td>
</tr>
<tr>
<td>Narrative</td>
<td>/45 Possible</td>
<td></td>
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<tr>
<td>--------------------------------------------------------------------------</td>
<td>--------------</td>
<td></td>
</tr>
<tr>
<td>Applicant has clearly articulated the need for an open textbook and/or supplementary materials.</td>
<td>/15</td>
<td></td>
</tr>
<tr>
<td>Applicant has made a convincing case for their choice of open textbook to adapt and/or supplement.</td>
<td>/10</td>
<td></td>
</tr>
<tr>
<td>Applicant has a realistic plan to adapt and implement the open textbook in their course.</td>
<td>/10</td>
<td></td>
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<tr>
<td>Applicant has carefully considered possible copyright issues and needs for additional resources or support.</td>
<td>/10</td>
<td></td>
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<tr>
<th>Additional Information</th>
<th>/5 Possible</th>
</tr>
</thead>
<tbody>
<tr>
<td>Applicant has provided useful additional information or no additional information is necessary.</td>
<td>/5</td>
</tr>
</tbody>
</table>

| Total Points: | /80 Total |

### Award Administration Information
Applicants will be notified of the OER Council’s decision by email no later than August 15th, 2016. The Council will provide award documents detailing the relevant terms, conditions, and administrative requirements that pertain to the acceptance of FHSU Open Textbook Grant funds. Applicants may request a copy of the evaluation rubric for their applications via email to cenickerson@fhsu.edu.

### Appendix A: Resource List

Find and learn about Open Educational Resources: [http://fhsuguides.fhsu.edu/OERs](http://fhsuguides.fhsu.edu/OERs)


BC Open Textbook Authoring Guide: [https://opentextbc.ca/opentextbook/](https://opentextbc.ca/opentextbook/)

Creative Commons Licenses: [http://creativecommons.org/licenses/](http://creativecommons.org/licenses/)

OER Commons Module Builder and Open Author tool: [https://www.oercommons.org/authoring-overview](https://www.oercommons.org/authoring-overview)
Achieve Rubrics for Evaluating OER Objects:

Open Textbook Library Review Criteria:

**Appendix B: Online Repositories that Provide Peer Review**

MERLOT: https://www.merlot.org/merlot/addMaterial.htm

College Open Textbooks: http://www.collegeopentextbooks.org/about-us/who-are-we