

OPENCOURSEWARE CONSORTIUM INSTITUTION MEMORANDUM OF COOPERATION

We are pleased to cooperate with other leading universities in the international OpenCourseWare Consortium. As part of this cooperation, we agree to the following:

1. We will develop a pilot OpenCourseWare site under our institutional name that comprises at least 10 courses and is consistent with the definition of "OpenCourseWare" on the Consortium Web site (<http://www.ocwconsortium.org/use/index.html>) (see also attached).
2. We will work with the other members to develop standards to promote reasonable consistency in quality, content depth, vocabulary, and presentation, all in the interest of offering users a similar experience from one member's OpenCourseWare site to another.

So long as we adhere to criteria 1 and 2 above, we understand that the OpenCourseWare Consortium will allow us to display the OpenCourseWare Consortium logo on our OpenCourseWare site. The logo will link directly to the OpenCourseWare Consortium Web site. We understand that the OpenCourseWare Consortium can require us to remove the OpenCourseWare Consortium logo from any and all of our sites should we no longer meet criteria 1 and 2 above.



We look forward to working with the other members to advance the mission and purposes of the Consortium.

On behalf of the institution, by:

SIGNATURE

NAME

TITLE

INSTITUTION

DATE

APPENDIX A. OPENCOURSEWARE DEFINITION

An OpenCourseWare is a free and open digital publication of high quality university-level educational materials – often including syllabi, lecture notes, assignments, and exams – organized as courses. While OpenCourseWare (OCW) initiatives typically do not provide a degree, credit, or certification, or access to instructors, the materials are made available under open licenses for use and adaptation by educators and learners around the world.

An OCW site:

- Publishes course materials created by faculty (and sometimes other colleagues or students) to support teaching and learning from at least 10 courses from a duly accredited institution
- Is IP-cleared, meaning that the opencourseware publisher has the rights to make the materials available under open terms and that nothing in the materials knowingly infringes the copyrights of others
- Offers the materials free of charge for non-commercial use
- Is universally accessible via the Web
- Permits use, reuse, adaptation (derivative works), translation, and redistribution of the materials by others

APPENDIX B. CALL FOR CONSORTIUM MEMBER PROFILES

For both the OpenCourseWare Consortium portal, and the OCWC Communications Toolkit, we would like to start including profiles of the Consortium member institutions – such as the profiles included in this document below.

The profiles should include the following information:

- A brief (two to three sentences at most) description of the institution and its mission
- A link to the institution's top-level page
- A link to the top-level page of the institution's OCW project (if and when it is published on the Web)
- The name, title, phone number, and email address for the lead contact person for your institution's OCW project
- The institution's seal, or equivalent thereof
 - The seal can be full-color or black-and-white
 - Should be scalable to 1 inch by 1 inch, if it is a horizontal seal, it should scale to 1.5 inch wide at most (see the Waseda University seal below)
 - If possible, please send two versions of the seal:
 - At 300 dpi for print use – .JPG or .PSD files are acceptable
 - At 150 dpi for Web use – .JPG or .GIF files are acceptable

For the example below, the seals and institutional descriptions were taken directly from the marketing sections of the Web sites of the three institutions:

OPENCOURSEWARE
CONSORTIUM



[University of Notre Dame](#)

The University of Notre Dame is a Catholic academic community of higher learning, animated from its origins by the Congregation of Holy Cross. The University is dedicated to the pursuit and sharing of truth for its own sake, providing a forum where — through free inquiry and open discussion — the various lines of Catholic thought may intersect with all the forms of knowledge found in the arts, sciences, professions, and every other area of human scholarship and creativity.



[Utah State University](#)

Since its founding in 1888, Utah State University has evolved from a small, agricultural college to one that is nationally and internationally recognized for its intellectual and technological leadership in land, water, space, and life enhancement. As Utah's land-grant and space-grant institution, the university is led by President Stan L. Albrecht and has 850 faculty who provide education for more than 23,000 undergraduate and graduate students, including 7,000 in its continuing education sites located throughout the state of Utah. Utah State University's main campus is located in Logan, UT.



[Waseda University](#)

Founded in 1882 by Shigenobu Okuma, once prime minister and regarded as the father of Japanese national modernization, Waseda University is one of the most prestigious universities in Japan. It comprises 11 undergraduate, 14 graduate, and five professional graduate schools covering most areas of social and natural sciences, liberal arts, and engineering, with more than 50,000 students and 5,000 faculty members on eight campuses, four of which are located in central Tokyo. More than 490,000 Waseda graduates are actively taking leading roles in various fields around the world.