

Bylaws for the New Mexico Open Educational Resources Consortium (NMOER)

Article I: Name

The name of the organization shall be the **New Mexico Open Educational Resources Consortium (NMOER)**.

Article II: Purpose

The NMOER-CPP exists to:

1. Develop and support open educational resources (OER) for New Mexico institutions of higher education (IHEs).
 2. Facilitate collaboration between member institutions to increase the availability of cost-free educational resources for students.
 3. Build infrastructure and capacity for the creation, adoption, and implementation of OER materials across state institutions.
 4. Promote equitable access to education by reducing the financial burden on students through the elimination of educational material costs, including textbooks and digital resources.
 5. Seek central funding to ensure sustainability so that membership dues are not required.
 6. Support data-sharing among institutional members to evaluate OER impact and inform decision-making.
-

Article III: Membership

Membership is established via a memorandum of understanding (MOU)* between the institution and NMOER and is renewed in five-year cycles.

Section 1: Eligibility

Membership is open to:

- **Institutions of Higher Education (IHEs):** Any accredited institution in New Mexico may become a member of the Consortium.
- **Partner Organizations:** Other organizations aligned with the goals of the Consortium, including educational technology experts, workforce partners, and other stakeholders.

*in Appendix

Section 2: Membership Categories

1. **Founding Members:** Institutions involved in the original establishment of the NMOER-CPP, including the University of New Mexico, Santa Fe Community College, and Central New Mexico Community College.
 2. **Institutional Members:** Accredited institutions that have been admitted to the Consortium after its founding. Institutional members:
 - Are eligible to receive funding for Open Textbook Programs (OTPs).
 - Are required to share data on OER implementation, including tracking courses and estimating student savings.
 - May nominate a representative for a seat on the Board of Directors.
 3. **Individual Members:** Individuals who wish to support and participate in the Consortium but do not represent an institution. Individual members:
 - Cannot receive funding for OTPs.
 - May participate in Consortium activities but do not have voting rights.
-

Article IV: Governance

Section 1: Governing Body

The NMOER-CPP shall be governed by a **Board of Directors**, comprised of **one representative** from each institutional member. Additional individuals from member institutions may participate in discussions, but only one designated representative per institution may vote.

Section 2: Officers

- **Chairperson:** The Chairperson shall preside over meetings, set agendas, and represent the Consortium in official matters.
- **Vice-Chairperson:** The Vice-Chairperson shall assist the Chairperson and act in their stead when necessary.
- **Secretary:** The Secretary shall record and distribute meeting minutes and handle official documentation.
- **Treasurer:** The Treasurer shall manage the finances of the Consortium, including membership dues, grants, and other funding sources.

Section 3: Election of Officers

- Officers shall be elected **bi-annually** by a majority vote of the Board of Directors.

*in Appendix

- No more than **one preceding officer** may hold the same position consecutively.
 - For example:
 - Year 1: A Secretary is elected from Santa Fe Community College (SFCC).
 - Year 2: The Secretary is elected from Central New Mexico Community College (CNMCC) and cannot be from SFCC.
 - Year 3: The Secretary is elected from the University of New Mexico (UNM) and cannot be from CNMCC.
 - Year 4: The Secretary is elected from Northern New Mexico College (NNMC) and cannot be from UNM.
-

Article V: Meetings

Section 1: Regular Meetings

The Consortium shall hold at least **two regular meetings** per year, one in the spring and one in the fall, to review progress, set objectives, and address any Consortium business.

Section 2: Special Meetings

Special meetings may be called by the Chairperson or by a majority of the Board of Directors as needed.

Section 3: Quorum

A quorum for meetings shall consist of a *majority of the Board of Directors*.

Article VI: Committees

Section 1: Standing Committees

The following standing committees shall be established:

1. **Curriculum and OER Development Committee:** Responsible for coordinating the creation, review, and dissemination of OER materials (OTP).
2. **Training and Professional Development Committee:** Organizes training for faculty and staff involved in OER development and adoption.
3. **Evaluation and Assessment Committee:** Oversees the evaluation of OER projects and their impact on student outcomes.

4. **Community Partnerships Committee:** Builds relationships with external organizations to enhance OER initiatives.
 5. **Resource Development Committee:** Focuses on securing grant funding and other financial support for OER programs.
-

Article VII: Funding

Section 1: Use of Funding

1. Fund Creation of OER
2. Fund UNM Press/Peer Reviewers
3. Fund Repository or Websites
4. Paying for Data Collection
5. Paying Staff (*should the consortium grow to support such an investment*)

Section 2: Grants and Donations

The Consortium may seek grants, donations, and other forms of funding to support its activities and goals.

Section 3: In-Kind Donations

- The Consortium may accept in-kind donations from member institutions, partners, and other organizations to support its mission and operations.
- In-kind donations may include goods, services, or other non-monetary contributions that aid in achieving the Consortium's goals.

Section 4: Membership Dues (If Needed)

Membership dues may be established and collected from institutional and individual members only *if central funding is not secured*.

Article VIII: Amendments

These bylaws may be amended by a **two-thirds vote** of the Board of Directors, provided that notice of the proposed amendment has been given at least **30 days in advance**.

Article IX: Dissolution

Upon dissolution of the Consortium, any remaining assets shall be distributed to member institutions for the furtherance of open educational resource initiatives in the state of New Mexico.