

WisTech Open Consortium Charter

Adopted: April 30, 2026

Article I: Name

The name of this collaborative body shall be the WisTech Open Consortium (“the Consortium”).

Article II: Purpose

The WisTech Open Consortium exists to collaboratively advance open education, open pedagogy, and student-centered affordability initiatives in order to increase equitable access, student success, and attainment across the sixteen (16) Wisconsin Technical Colleges.

The Consortium provides coordinated, system-wide leadership to:

- Expand access to high-quality open educational resources (OER)
- Reduce financial barriers for students
- Support innovation in teaching and learning
- Promote measurable student impact and return on investment
- Ensure sustainability of shared open education initiatives
- Support faculty engagement and professional development related to OER adoption, creation, and stewardship

The Consortium operates in alignment with the mission of the Wisconsin Technical Colleges and in coordination with the Wisconsin Technical College System (WTCS).

Article III: Membership

Section 3.1 Institutional Membership

Membership consists of the sixteen (16) Wisconsin Technical Colleges.

Each member institution shall designate one official representative to serve on the Steering Committee.

Each member institution shall have one vote.

Membership procedures and participation expectations shall be further defined in the Consortium Bylaws.

Section 3.2 Ex-Officio Participants

The following individuals shall serve as standing ex-officio, non-voting participants:

- Wisconsin Technical College System (WTCS) representative(s)
- WisTech Open Director

The Steering Committee may invite additional ex-officio or advisory participants, including representatives from partner organizations (e.g., University of Wisconsin System, WAICU, DPI, tribal colleges, or other relevant entities), to support collaboration and alignment across the state.

Ex-officio participants may participate in discussion and advisory functions but shall not vote on Consortium matters.

Article IV: Governance Structure

The Consortium operates under a hybrid governance model consisting of:

- Steering Committee
- Executive Committee

This structure balances shared governance across institutions with the ability to provide operational leadership and timely decision-making.

Procedures governing meetings, officer elections, and operational practices shall be defined in the Consortium Bylaws.

Section 4.1 Steering Committee

The Steering Committee is the primary governing authority of the Consortium.

The Steering Committee shall:

- Establish strategic direction and annual strategic priorities
- Approve the annual operating budget
- Approve project funding and major financial commitments
- Approve long-term sustainability and strategic plans
- Allocate Consortium resources
- Elect Consortium officers
- Designate and periodically review the fiscal agent
- Approve major initiatives and partnerships
- Provide oversight of shared infrastructure and digital assets
- Establish or approve shared standards for quality, accessibility, licensing, and publication of open educational resources
- Amend this Charter

Institutional equity shall be preserved through one vote per member institution. In the event of a tie vote, the motion shall fail unless otherwise resolved through procedures defined in the Bylaws.

Section 4.2 Executive Committee

The Executive Committee provides leadership and coordination between meetings of the Steering Committee.

The Executive Committee shall:

- Support implementation of strategic priorities approved by the Steering Committee
- Coordinate development of long-term strategic and sustainability planning initiatives
- Review proposals and recommendations prior to Steering Committee consideration
- Monitor progress of funded initiatives and provide recommendations when appropriate
- Address time-sensitive operational matters between Steering Committee meetings, subject to ratification by the Steering Committee
- Support preparation of program impact reporting and external communications when appropriate
- Facilitate coordination and collaboration across member institutions

The composition, officer roles, and procedures of the Executive Committee shall be defined in the Consortium Bylaws.

The Executive Committee may not supersede the authority of the Steering Committee and shall not approve major financial commitments or strategic initiatives outside thresholds established by the Steering Committee.

Article V: Fiscal Administration

Section 5.1 Consortium Employees

Consortium staff positions may be established as necessary to carry out the work of the Consortium.

Consortium employees shall be employees of the designated fiscal agent institution for administrative and legal purposes.

The fiscal agent shall provide human resources, payroll, benefits administration, and related employment services in accordance with its policies and applicable laws.

Consortium employees work in service of the Consortium and operate under the strategic direction of the Steering Committee.

The Steering Committee, in collaboration with the fiscal agent, shall:

- Approve the creation or elimination of Consortium staff positions
- Approve the hiring of the WisTech Open Director
- Provide strategic direction and performance expectations for Consortium staff

The Steering Committee, or its designee, may conduct periodic performance reviews of the WisTech Open Director.

The WisTech Open Director shall provide day-to-day operational leadership and direct the work of Consortium staff, consistent with fiscal agent policies and applicable employment practices.

Section 5.2 Fiscal Agent Responsibilities

The Consortium shall designate a member institution to serve as the fiscal agent.

The fiscal agent shall:

- Administer Consortium funds in accordance with the approved budget
- Execute authorized contracts and agreements on behalf of the Consortium
- Employ and administer staff positions that support Consortium operations
- Provide human resources, payroll, and administrative support for Consortium employees
- Maintain accurate financial records
- Provide regular financial reports to the Steering Committee
- Ensure compliance with applicable laws, regulations, and institutional policies

Chippewa Valley Technical College (CVTC) is designated as the initial fiscal agent upon adoption of this Charter.

The designation of the fiscal agent shall be reviewed periodically, at intervals defined in the Bylaws, and may be reassigned by majority vote of member institutions.

The Steering Committee retains authority over:

- Approval of the annual operating budget
- Authorization of expenditures outside the approved budget
- Approval of major financial commitments
- Allocation and strategic use of Consortium resources

Operational financial procedures may be further defined in the Consortium Bylaws.

Article VI: Shared Infrastructure and Digital Asset Oversight

The Consortium provides governance oversight for shared WisTech Open infrastructure, including but not limited to:

- The centralized WisTech Open website
- A shared institutional repository or digital archive
- Publishing platforms and hosting environments
- Shared metadata standards and submission guidelines
- Branding and public-facing communications
- Consortium-owned digital systems and tools

The Steering Committee retains authority over:

- Strategic direction of shared digital infrastructure
- Approval of major platform changes or migrations
- Adoption of content and submission standards
- Budget allocation for infrastructure support
- Approval of vendor contracts related to shared systems

Operational management of shared infrastructure shall be delegated as defined in the Consortium Bylaws.

The fiscal agent institution retains ownership and legal responsibility for the Consortium’s shared infrastructure, systems, and platforms used to host and distribute materials. Member institutions grant the fiscal agent appropriate rights to host, distribute, and manage content they contribute through the Consortium in accordance with open licensing principles.

Article VII: Principles of Governance

The Consortium operates under the following principles:

- Institutional equity (one college, one vote)
 - Transparency and accountability
 - Shared leadership and rotation of leadership opportunities
 - Fiscal responsibility
 - Collaboration and innovation
 - Commitment to student attainment and measurable impact
 - Commitment to accessibility and inclusive design in open educational resources
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Article VIII: Amendments

This Charter may be amended by a two-thirds vote of the member institutions.

Proposed amendments must be distributed in writing prior to the meeting at which action is taken.

Procedures for amending the Consortium Bylaws shall be defined in the Bylaws.

Article IX: Effective Date

This Charter becomes effective upon approval by a **majority of the member institutions** and shall remain in effect until amended or dissolved by action of the Consortium.