

Open Access Policy

The University is committed to publishing the results of its research in the highest quality journals, and strongly believes that its research outputs should be made as widely available as possible to academics, industry, the general public and other interested communities. There have been significant recent developments in the UK and elsewhere that have pushed the Open Access agenda forward. There will be a significant period of adjustment in the publishing world and it is expected that different routes to Open Access will operate alongside each other. We expect that in the long term, making peer reviewed journal articles Open Access will be the norm. This policy has been developed to reflect these views; it focuses on journal articles and conference proceedings, as Open Access routes for other outputs are less well developed at this stage.

- The University believes that decisions about where articles are published should be made by the authors, and recognises that publication may be in one of a number of types of journal (Open Access, hybrid, subscription). However, the following should be noted:
 - As soon as accepted for publication, staff and students are required to deposit the author-final version of their article in CentAUR. (Green Open Access.)
 - Staff and students must comply with the conditions of funders.
 - Staff and students are encouraged to publish their articles *via* the Gold Open Access route when it is appropriate to do so and where funds are available.
- The University will ensure that it meets the requirements of funders for research articles to be Open Access.
- The University will communicate effectively with all staff and students who publish in journals to ensure that everyone who needs to know is aware of the benefits and mechanisms of Open Access, and also the requirements of funders.
- The University will engage with funders, publishers and other stakeholders to ensure that it is fully conversant with the developing nature of Open Access.

Responsibility for the Open Access policy sits with the Pro-Vice-Chancellor (Research and Innovation), with operational management of the activity resting with the Open Access Implementation Group.

First proposed by the Open Access Steering Group, May 2013.

Revised by the Open Access and Research Data Accessibility Group, January 2016.

Guidance on the Open Access Policy

Authors can comply with the University's Open Access policy, HEFCE and many funders' policies, by following either the Green or Gold routes.

The HEFCE policy for open access in the post-2014 REF can be achieved via Green Open Access, and without incurring the costs of Gold Open Access.

However, the RCUK Open Access policy has a strong preference for Gold Open Access and the University is in receipt of a block grant to fund this. Authors can apply to the fund to cover the costs of article processing charges (APCs) for articles arising from RCUK funded projects. If funding is not available then the Green Open Access route is usually compliant.

- **Green Open Access:** the author deposits ('self-archives') articles accepted for publication in an institutional repository such as CentAUR, or in a subject repository. It is usually the author's own final version, after peer review, and as accepted for publication. Publishers may impose an embargo period between publication and archiving in a repository.
- **Gold Open Access:** the published article is made freely and immediately available to all via the journal's website. The author may be required to pay an Open Access fee, known as an article processing charge (APC) to the publisher.

From the policy:	Explanation:
<ul style="list-style-type: none"> • The University believes that decisions about where articles are published should be made by the authors, and recognises that publication may be in one of a number of types of journal (Open Access, hybrid, subscription). 	<p>Authors are free to publish in journals which are the most appropriate for their research. However, every effort must be made to publish in a way that is compliant with the University's, HEFCE's and funders' Open Access policies.</p> <p>Types of journal:</p> <ul style="list-style-type: none"> • Open Access journal: all articles in the journal are Open Access on the publisher website (Gold Open Access) • Hybrid journal: a subscription journal in which specific articles can be made Open Access on the publisher website (individual articles are Gold Open Access) • Subscription journal (with no hybrid option): no articles on the journal website can be made Open Access
<ul style="list-style-type: none"> ○ As soon as accepted for publication, staff and students are required to deposit the author-final version of their article in CentAUR. (Green Open Access.) 	<p>As soon as your article has been accepted for publication, create a metadata record in CentAUR and upload the author-final version. If the publisher allows this only <i>after</i> publication, deposit it in CentAUR immediately. CentAUR staff will check</p>

	<p>the publisher policy and apply access and embargo settings to comply with this.</p> <p>The author-final version incorporates peer review corrections and is the final one created by the author and accepted by the publisher. It is sometimes known as the 'postprint'. Usually it is in Word. (It should <u>not</u> be a version that has been typeset by the publisher, or copyedited.)</p>
<ul style="list-style-type: none"> ○ Staff and students must comply with the conditions of funders. 	<p>Make use of the open access options offered by your publisher in order to comply with the requirements of funders and HEFCE.</p>
<ul style="list-style-type: none"> ○ Staff and students are encouraged to publish their articles <i>via</i> the Gold Open Access route when it is appropriate to do so and where funds are available. 	<p>Gold Open Access is an appropriate choice if your preferred journal offers it, and you have funds to pay the APC. Many funders include provision for this in their grants. RCUK has provided funding for APCs to the University as a block grant, to which authors can apply.</p>