

# University of Oxford Open Access Publications Policy

Approved by Research & Innovation Committee 01/03/2018

## Statement of Intent

The University of Oxford academic community wishes to ensure the widest possible access to its world-class research.

The value and utility of research outputs increases the more broadly they are available to be considered and used by others, including scholars around the globe, businesses and charities, and society in general.

A core component of this, as set out in the *University Strategic Plan* and the *Digital Strategy*, is open access (OA) to research outputs.<sup>1</sup> The University favours, now and for the foreseeable future, open access by means of the **Green Route**.<sup>2</sup>

Access to Oxford's published research, for everyone, from everywhere, will also help to highlight the excellence of its research, attract scholars and students, foster collaboration, enhance public engagement with research and maximise the intellectual, social, cultural and economic impact of research.

<b>Researchers' responsibilities</b> Academics, researchers and graduate research students ('researchers') are asked to:	<b>The University's Responsibilities</b> The University will:
<ol style="list-style-type: none"> <li>1. <b>Notify the Bodleian Library about all their publications.</b> Provide details on all forms of research output to the Bodleian Library for Oxford's Institutional Repository (via Symplectic Elements), plus links to datasets and other research materials (where appropriate) and grantor details (where applicable). Outputs include journal articles, conference papers, reports, books, book sections and chapters and working &amp; discussion papers. In the case of articles, and conference papers with International Standard Serial Number (ISSN), this notification must be <i>at the time of acceptance</i>; for other works, at the earliest opportunity.</li> <li>2. <b>Deposit a digital copy of the author accepted manuscript (AAM)</b> of all journal articles and conference papers in the Bodleian Libraries' Oxford Research Archive (ORA) via Symplectic Elements <i>at the time of acceptance</i>. Researchers are also strongly encouraged to deposit in ORA the full text of all other publications, including monographs, book</li> </ol>	<ol style="list-style-type: none"> <li>1. <b>Support the academic freedom</b> of researchers to publish in their choice of publication, having regard to quality, alternative dissemination channels, impact, personal re-use, &amp; value for money</li> <li>2. <b>Support researchers</b> to consider how best to make their work visible and accessible, including how best to enable use of their work</li> <li>3. <b>Undertake advocacy and collaboration</b> with publishers and other bodies, making efforts to influence publishing policies and practices that affect Oxford authors, in order to support the aims of this policy</li> <li>4. <b>Provide a centrally managed and maintained platform</b>, currently ORA, to make research outputs freely available as soon as possible (subject to the authors' and/or publisher's permissions and any confidentiality or commercial constraints), and to promote widespread discovery, dissemination and maximise citation of works</li> <li>5. <b>Provide training, information and advice on OA matters</b> via the Bodleian Libraries</li> <li>6. <b>Provide an OA service that assists researchers to be compliant</b> with their</li> </ol>

<sup>1</sup> OA literature is digital and freely available online, permitting any user to read, download, copy, distribute, print, search, index, or link to the full text, or use for any lawful purpose, without financial, legal or technical barriers. The only constraint on reproduction and distribution, and the only role for copyright in this domain, should be to give authors control over the integrity of their work and the right to be properly acknowledged and cited." (Adapted from BOAI

<http://legacy.earlham.edu/~peters/fos/boaifaq.htm#openaccess>

<sup>2</sup> The article is published in a journal and a freely available copy of the article is deposited in a repository (ORA) (in compliance with rights and permissions).

<p>chapters, working &amp; discussion papers and reports.</p> <p>3. <b>Obtain an Oxford-linked ORCID</b> unique author identifier using the <i>ORCIDs at Oxford</i> service with verified affiliation, and use their ORCID at every available opportunity, including when submitting publications, applying for grants, and in any research workflow, to ensure that the individual is credited for their work and that the correct institutional affiliation is achieved.<sup>3</sup></p> <p>4. <b>Graduate research students are, in addition, required to deposit</b> a digital copy of their thesis into ORA as a condition of award.<sup>4</sup> All theses will be made open access on deposit unless the student has been granted a 1-year or 3-year embargo or dispensation from consultation from their academic department.</p> <p>These responsibilities pertain regardless of whether or not the Oxford researcher is the corresponding author; co-authors at other institutions deposit in their repository; and/or a copy is deposited in an external or other subject repository.</p> <p>5. <b>Authors are advised to check that publishing permissions and other rights listed by a commercial publisher are acceptable to you as the author, before signing any contract such as a copyright transfer agreement</b></p> <p>6. <b>Authors must ensure they comply with the terms and conditions of their research award and the University's Statute and Regulations in relation to intellectual property.</b></p> <p>i. authors are strongly encouraged to consider, and discuss with Oxford University Innovation, the commercial potential of their research outputs before making a publication available under this policy on open access terms;</p> <p>ii. making a publication available under this policy on open access terms will not affect the ownership of any intellectual property which the University claims under Section 6 of Part B of Statute XVI: Property, Contracts, and Trusts.</p>	<p>funders' OA policy (including through the administration of monies from funders to meet publishers' OA charges)</p> <p>7. <b>Manage the long-term preservation, continued access, and storage of material in ORA</b></p>
--	---

**Information and advice** is available on the Open Access Oxford website at <http://openaccess.ox.ac.uk/>

*Last updated 19<sup>th</sup> February 2018*

<sup>3</sup> *ORCID at Oxford* LibGuide - <http://libguides.bodleian.ox.ac.uk/orcid>

<sup>4</sup> *Digital theses and ORA* LibGuide - <http://libguides.bodleian.ox.ac.uk/digitaltheses>