

Open Access Policy for LSBU

Background

London South Bank University is committed to sharing the fruits of its research with individuals, communities and businesses in the wider society, as well as to the global academic community. Academics, students, funders and the wider public are increasingly expecting free and unrestricted access to research publications. To further its intellectual capital and meet expectations, research publications and associated data created by LSBU staff will be made available on an open access basis wherever possible.

This policy was adopted by the Academic Board on 11 November 2015.

Benefits of Open Access

Research is more valuable when it is shared. Sharing enables new research to build on earlier findings. It not only fuels the further advancement of knowledge, it brings scientists and scholars the recognition that advances their careers.

Faster and wider sharing of research through open access increases the exposure of LSBU academics' work. It also widens availability to those that do not have privileged access to research publications - from small businesses to schoolchildren, and charities to fellow academics - wherever they are in the world.

Managed by LLR on behalf of LSBU authors, Research Open will ensure persistent access to and long-term preservation of research publications.

By following this policy, LSBU staff will ensure compliance with HEFCE's policy for open access in the next REF, with other funders' requirements, and help to meet wider demands for access to research information.

Scope

1. From 1 January 2016, LSBU academics are required to add to Symplectic the Accepted version (the final author manuscript) of any research publication within three months of acceptance for publication.
2. Wherever possible, publications will be made open access via Research Open, the curated archive of research outputs. Publisher embargo periods will be respected, as will the confidentiality of commissioned reports where it has not been possible to negotiate permission to disseminate research findings.
3. Most journals allow open access via repositories like Research Open. For other types of publication, authors should seek to retain the right to deposit an Accepted version of their publications in Research Open when negotiating agreements or contracts with publishers. LLR staff will make available a standard licence for this purpose.
4. Data suitable for sharing (either openly or with appropriate safeguards) can be added to Research Data Online, the new data repository for LSBU. Such data collections can be linked to related publications in Research Open.
5. Research Open will be the venue for recording and sharing PhD, MPhil and professional doctorate theses, subject to the relevant academic regulations.
6. Students are invited but not obliged to deposit peer-reviewed publications in Research Open. Professional Services staff are similarly invited to deposit their research publications in Research Open.

Process

1. LSBU researchers are required to deposit an Accepted Version (the final author manuscript as accepted for publication, incorporating any peer review) of their research publication in Symplectic Elements within three months of acceptance for publication.
2. All LSBU researchers are required to have an ORCID identifier, which will allow better linking of outputs and their creators. LSBU will provide a service to simplify account creation as part of its ORCID institutional membership.
3. Where the corresponding author is not at LSBU, the first-named LSBU author will be responsible for seeking an Accepted Version for deposit in Symplectic.
4. When publishing in Open Access journals (where the publication is itself Open Access), the Accepted manuscript can be replaced by the Published Version of Record.
5. Library staff will check author deposits for compliance with publisher and funder policies, and enhance the metadata with details of the Published Version, but will not check or rework submitted documents. Copyright checking will only be undertaken on journal and conference proceedings.
6. Procedures will be kept under review, especially if LSBU implements a central research information system.

Promoting Open Access

1. A central university Open Access Fund will be established under academic direction with a remit to enhance the visibility and impact of LSBU research through targeted payment of Article Payment Charges in open access journals, and for other open access publications. Details of the fund will be developed during 2015/16.
2. A small Open Access Advocacy Group will be established, reporting to the Research Committee and composed of representatives from Schools and Professional Services. This Group will oversee the development of the Open Access Fund and open access implementation at LSBU.
3. Central Research Support and Library and Learning Resources will work with academics to promote the open availability of research publications, and their use of Symplectic/ Research Open through Open Access advocacy, training, and advice on which publications comply with funder requirements.
4. Evidence from Symplectic/Research Open will be used as the basis for publications detailed in academic staff work plans.

Compliance and monitoring

1. Nothing in this policy shall limit academic freedom to choose where and in what manner researchers publish their research.
2. All publications will identify London South Bank University as the affiliation address for all LSBU staff, to enable better bibliometric measurement and analysis of research outputs across the university.
3. Central Research Support and Library and Learning Resources will work together to provide monitoring reports on open access activity in order to measure compliance with this policy and relevant external requirements. Deans will be responsible for ensuring their staff comply with the policy.
4. All publications will identify external sources of funding (both funder and grant number). Where publisher policy does not routinely include this information, it will still be recorded on Symplectic/Research Open to enable the association of outputs with research projects.
5. Library and Learning Resources will monitor the payment of Article Payment Charges to publishers to ensure value for money.
6. The Scholarly Communications and Repository Manager will give a report on Open Access to the Research and Knowledge Exchange Committee in January 2016, and annually thereafter.