

Policy

Open Access Policy

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Background

- 1 The government, in line with a commitment to transparency and open data, is committed to ensuring that published research findings are freely accessible. Increasing numbers of funding bodies require outputs arising from public funded research to be as widely accessible as possible, so that potentially anyone can read them.
- 2 A HEFCE policy for open access in the post-2014 Research Excellence Framework (REF) was published in March 2014 that sets out the requirements for certain outputs to be made open access in order to be eligible for submission in the next REF.
- 3 The purpose of this policy is to outline Buckinghamshire New University's approach to open access publishing.

Scope

- 4 This policy applies to all employees and research students of the University

Benefits of open access

- 5 This policy will:
 - Provide greater visibility of research conducted at Bucks to wider audiences: researchers; practitioners; and the public;
 - Stimulate new research opportunities and collaborations;
 - Enable compliance with funders' requirements;
 - Ensure long term preservation of outputs; and
 - Enable the University to submit to future REFs.

Routes to Open Access Publishing

- 6 There are two routes to open access, Green and Gold
 - Green - Authors publish in any journal but self-archive the accepted and final peer reviewed text (i.e. no further revisions required to the manuscript and before copyediting and typesetting) in the institutional repository – Bucks Knowledge Archive. The publisher's revenue comes from journal subscriptions, but everyone has free access to the full text, either immediately on acceptance for publication or after an embargo period.
 - Gold – Authors publish in an open access journal which may incur an article processing charge.

Open access at Bucks New University

- 7 The University has adopted the Green route to open access as a sustainable approach.

- 8 Funding will only be available to support the Gold route where this is a requirement of an externally funded project and has been built into the grant. Note that researchers should always comply with funder policy on open access publishing.
- 9 Academics are encouraged to deposit **all** of their research outputs to the institutional repository – the Bucks Knowledge Archive by emailing them to BKAsubmit@bucks.ac.uk

Open access for post REF 2014

- 10 Authors need to be aware of the requirements to be compliant with the HEFCE open access policy for post Research Excellence Framework (REF) 2014.
 - All journal articles and conference proceedings with an ISSN should be deposited in the Bucks Knowledge Archive within **3 months of the date of 'acceptance'** (as in acceptance letter or email).
 - Where a journal specifies an embargo period, compliance with HEFCE policy can be achieved by making a 'closed' deposit on acceptance. These are locked and made freely available after an embargo period of no more than 12 months for REF panels A and B, or 24 months in the case of REF panels C and D
- 11 Outputs that do not comply with HEFCE policy will receive an 'unclassified' score in the next REF

Research student theses

- 12 The University requires final copies of all research student theses to be deposited in the Bucks Knowledge Archive.

Support available for open access

- 13 An email account BKAsubmit@bucks.ac.uk has been specifically set up to:
 - provide support for staff to comply with HEFCE requirements for the REF: staff should forward their journal article acceptance emails to this account as well as their pre-prints as appropriate;
 - provide support for issues relating to copyright requirements;
 - provide a means for staff to deposit outputs on the Bucks Knowledge Archive where they are unsure of how to go about this themselves.
- 14 Staff are also encouraged to utilise the Sherpa/Romeo website (www.sherpa.ac.uk/romeo) to find details of permissions given as part of each publisher's copyright transfer agreement.
- 15 Further details and support are available internally through Blackboard under Research.