

Royal Academy of Music Policy for Open Access Publication

Definitions and overview

Open access

1. Open access is the practice of providing unrestricted access via the Internet to peer-reviewed scholarly research.
2. Open access publications have no payment restrictions, meaning that anyone in the world with an Internet connection can access them.

Types of open access

3. There are two types of open access publication: Gold and Green.

Gold

4. Gold open access usually involves a one-off payment to the publisher. This payment covers the revenue that the publisher would normally make through paid access. The final published version is then made freely available on the publisher's website, and a copy is deposited in an institutional or subject repository to comply with funder's or institution's policies.
5. Open access is effective immediately on publication.
6. Gold also includes fully open access journals, such as the Journal for Artistic Research.

Green

7. In Green open access the author uploads a copy of their final accepted manuscript to an open access repository.
8. The publication becomes freely available through the repository after the publisher's embargo period has elapsed; usually 24 months for humanities subjects.

HEFCE Policy for open access in the post-2014 Research Excellence Framework

9. In March 2014 HEFCE published the requirement that certain research outputs should be made open access to be eligible for submission to the post-2014 Research Excellence Framework.
10. The full policy document is published at the following URL:
<http://www.hefce.ac.uk/pubs/year/2014/201407/#d.en.86771>

Summary of HEFCE Policy

11. The open access policy applies only to particular outputs: journal articles and conference proceedings with an ISSN accepted for publication after 1 April 2016.
12. The final peer-reviewed text must have been deposited in a repository within three months of the date of acceptance for publication.
13. The output must be discoverable by readers and search engines, typically through a bibliographic or metadata record in the repository.
14. Anyone with Internet access must be able to search electronically within the text, read it and download it without charge. Gold publications must be accessible within one month of the deposit date; Green publications must be accessible within one month of the end of the embargo period.

Royal Academy of Music Policy

15. The Academy requires researchers to arrange open access for all research publications that fall within the scope of the HEFCE policy; namely, journal articles or conference proceedings (with an ISSN) that are accepted for publication after 1 April 2016.
16. The Academy strongly encourages researchers to arrange open access for journal articles and conference proceedings (with an ISSN) that are accepted for publication before 1 April 2016.

17. The Academy strongly encourages researchers to arrange open access for research publications that fall outside the scope of the HEFCE policy, including but not limited to: monographs; compositions; recordings; editions.

18. Where open access is not possible for research publications that fall outside the scope of the HEFCE policy, the Academy encourages researchers to negotiate near open access solutions that do not conflict with the publisher's business model. Examples include, but are not limited to: a complete, but not downloadable, online preview of a composition score or edition; the inclusion of a commercial recording on a free streaming site such as Spotify.

19. Where no form of open access is possible for research publications that fall outside the scope of the HEFCE policy, the Academy encourages researchers to publish accompanying research materials in an open access form. Examples include, but are not limited to: open access recordings to accompany a published score or edition; open access scores to accompany commercially published recordings; open access website to accompany a monograph.

Repository

20. The Academy will launch an institutional repository for the open access publication of outputs by Academy researchers. The Librarian will manage the repository.

Communication and staff training

21. Staff will be apprised of the open access policy through the following mechanisms:
- a. Email sent to Heads of Programmes, Heads of Departments, and those who line-manage research-active staff
 - b. Email sent to all researchers included in the 2014 Research Excellence Framework submission
 - c. Email sent to all members of the Academic Studies department
 - d. Dedicated section on open access at future Academic Studies staff training events
 - e. Dedicated section on open access at research degree seminars

Support

22. Members of the Research Management Team are available to answer questions on open access and to provide help and support in the arrangement of open access for research publications.

23. The Academy will dedicate funds to cover Gold publication charges. Researchers are expected to apply to the Research Committee to access these funds.

Ongoing compliance monitoring

24. Compliance with the open access policy will be monitored through the staff appraisal process.

Data collection for REF audit

25. Researchers will be required to provide relevant metadata for each publication deposited in the institutional repository, including but not limited to: acceptance date; deposit date; publication date; embargo details; exception details.

Relevant Documents

HEFCE policy guide: open access research

<http://www.hefce.ac.uk/whatwedo/rsrch/rinfrastruct/oa/policy/>

HEFCE policy for open access in the post-2014 Research Excellence Framework

<http://www.hefce.ac.uk/pubs/year/2014/201407/#d.en.86771>

University College London open access guide

<http://www.ucl.ac.uk/library/docs/open-access-guide.pdf>