



Open Access Policy

Responsible Officer	Deputy Vice-Chancellor (Research)
Approved by	Vice-Chancellor
Approved and commenced	Month, 201x
Review by	Month, 201x
Relevant Legislation, Ordinance, Rule and/or Governance Level Principle	Ordinance 18 – Intellectual Property
Responsible Organisational Unit	Office of Research Services

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1 Objective

The objectives of the *Open Access Policy* are to:

- mandate the deposit of University of Tasmania (University) research outputs for open distribution via the Institutional Open Access (OA) Repository, or an equivalent, discipline-based OA repository
- support knowledge creation through free dissemination of scholarly work, embedding Green Open Access publishing into standard University practice
- increase the value of research undertaken at the University through expanded visibility and accessibility of the research outputs, and extend the international influence and impact of the University through its research outputs.

2 Scope

The *Open Access Policy* applies to all University researchers with research outputs, following the date of commencement of this *Policy*.

Research data is exempt from this *Policy* and should be managed according to the terms of the *Research Data Management Policy and Procedures*.

3 Policy Provisions

3.1 Mandate to deposit for Open Access

University researchers are required to make available for Open Access (OA) digital copies of all research outputs and their related metadata, via deposit in the Institutional OA Repository.

Voluntary submission of research outputs to the Institutional OA Repository by other members of the University community and the wider Tasmanian community is encouraged, to achieve the benefits of Open Access wherever possible.

3.2 Achieving Open Access

Research outputs deposited in the Institutional OA Repository will be available as Open Access no later than 12 months after publication, taking into account any restrictions. By default, all metadata will be openly accessible.

3.3 Deposited version

In all cases, the final author version is required to maximise Open Access. Where appropriate, published versions may replace final author versions.

A digital representation of non-traditional research outputs is required.

3.4 Deposit timing

Journal articles and conference papers must be deposited as soon as possible after acceptance of publication and no later than the date of formal publication. Other research outputs must be deposited as soon as possible and within 12 months of publication or presentation.

3.5 Embargoes

The provision of OA to research outputs may be delayed by publisher or author embargoes. The mandate for deposit remains as per clause 3.1, despite any embargo. However, in these cases, only the metadata will be Open Access.

4 Responsibilities

University of Tasmania authors will ensure their research outputs are deposited for the Institutional OA Repository.

The University will publish research outputs as Open Access in the Institutional OA Repository.

The Office of the Deputy Vice-Chancellor (Research) will interpret this *Policy*, resolving disputes concerning its interpretation and application, and recommending changes where required.

5 Definitions and Acronyms

Term/Acronym	Definition
Author	Includes but not limited to University of Tasmania researchers who are authors, co-authors, creators, composers, performers etc.
Deposit	To upload or submit a publication or manuscript to an Open Access repository; <i>also known as</i> self-archive
Embargo	An agreed period of delay to Open Access for reasons such as commercial in-confidence, seeking patents, publishing post-thesis; often imposed by a publisher
Employee	means an employee of the University of Tasmania
Final Author Version	The accepted and amended version of a paper, following peer-review, prior to publication; version most commonly included in institutional repositories; <i>also known as</i> post-print, accepted manuscript, final manuscript.
Green Open Access	Authors publish in a journal of choice and deposit (“self-archive”) a version of their paper to an institutional or subject repository for free distribution. The <i>Open Access Policy</i> and <i>Procedure</i> support Green OA.

Institutional Open Access Repository	The University's online location for collecting and maintaining the scholarly output of the University for the primary purpose of dissemination and discovery; <i>also known as</i> OA Repository
Metadata	For the purposes of the OA Policy, metadata means information describing the research output and its author.
Open Access	Free availability on the public internet, permitting any users to read, download, copy, distribute, print, search, or link to the full texts of these articles.
Organisational Unit	College, Faculty, School, Centre, University Institute, other University Entity, Division, Section or University Business Enterprise.
Published Version	The final version for publication, including the publisher's typesetting and formatting; <i>also known as</i> the Publisher PDF.
Research Output	All University of Tasmania-authored or co-authored outputs consistent with the Excellence in Research for Australia (ERA) Eligible Research Output Types: <ul style="list-style-type: none"> • Books – Authored Research • Book – Chapters in Research Books • Journal Articles – Refereed, Scholarly Journal; and • Conference Publications – Full Paper Refereed • Original Creative Works • Live Performance of Creative Works • Recorded/Rendered Creative Works • Curated or Produced Substantial Public Exhibitions and Events; and • Research Reports for an External Body
Researchers	Any employee, Visiting Fellow or Scholar, Adjunct, Clinical, Associate or discretionary Title Holder or student of the University undertaking research, where the definition of research is consistent with the Higher Education Research Data Collection specifications
University	University of Tasmania including associated Institutes and Centres.

6 Supporting and Related Documentation

- [Authorship of Research Policy](#)
- [Copyright Policy](#)
- [Collaborative Research Policy](#)
- [Ordinance 18 – Intellectual Property](#)
- [Responsible Conduct of Research Policy Guidelines for Incorporating Publication into a Thesis](#)
- [IP Principles at UTAS](#)
- National Health and Medical Research Council [Australian Code for the Responsible Conduct of Research](#)
- Australian Research Council [ARC Open Access Policy](#)
- [Budapest Open Access Initiative](#)

7 **Versioning**

Current Version(s)	Version 1 – <i>Open Access Policy</i> ; approved Month, 20xx.
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