

## OPEN ACCESS POLICY

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| <b>Policy number</b>       | USP 1.04   |
| <b>Policy name</b>         | Open Access Policy (Issue Two)   |
| <b>Applicability</b>       | All staff and research higher degree and professional doctorate candidates   |
| <b>Policy owner</b>        | University Librarian   |
| <b>Contact person</b>      | University Librarian   |
| <b>Policy status</b>       | Approved Policy  |
| <b>Date of approval</b>    | 4 October 2013   |
| <b>Date last amended</b>   | 4 August 2020  |
| <b>Date last exposed</b>   | June 2017  |
| <b>Date last reviewed</b>  |  |
| <b>Date of next review</b> | 4 August 2023  |
| <b>Related policies</b>    | Research Code of Conduct Policy ( <a href="#">TLR 5.06</a> )<br>Copyright Compliance Policy ( <a href="#">TLR 6.01</a> )<br><a href="#">ARC Open Access Policy</a><br><a href="#">NHMRC Open Access Policy</a><br>Research Data Management and Sharing Policy ( <a href="#">TLR 5.12</a> ) |

### 1. OVERVIEW

Bond University is committed to free and open access to the research and scholarly outputs of the Bond community. An open access approach facilitates the worldwide communication of the University's research and scholarly publications and research data, passing on the benefits of research findings to other researchers, professional practitioners and the wider community. An open access approach enhances Bond's research profile, maximising the impact of the University's research and scholarship.

This Policy supports the principles and promotes an open access approach through dissemination of the University's scholarly research outputs lodged in the institutional open access digital repository, the Pure Research Portal, and other open access archives (Green Open Access) and through support for publication in open access journals (Gold Open Access).

### 1. THE POLICY

- 1.1 Library Services provides advice on all aspects of open access publishing including copyright issues. Services and support to facilitate open access dissemination of research outputs in the institutional open access digital repository and in open access publications are also provided by Library Services.
- 1.2 Where possible, material representing the total publicly available research and scholarly output of the University is to be deposited in the University's open access digital repository, including:
  1. Research publications and associated data which are outputs of an ARC, NHMRC or other public funding agency grant, with metadata in the institutional repository no later than 12 months from publication
  2. Full-text refereed research articles that have been peer-reviewed but not yet published (The 'Accepted Version' or post-print).
  3. Full-text articles/papers in Word format that have been submitted to a publisher (The 'Submitted Version' or pre-print).
  4. Un-refereed research literature and media including, conference papers, presentations, videos, posters and other digital outputs.
  5. Higher Degree Research (HDR) theses (except for where an embargo is in place). Theses can be made available under a Creative Commons Non-commercial No Derivatives licence, unless a more liberal Creative Commons licence is requested.

6. Research data which can be described and made openly available under licence, or via negotiated or controlled access (see the Research Data Management & Sharing Policy Clause 7).
- 1.3 Authors are encouraged to retain the right to place a full text version of peer reviewed articles in the institutional repository, with the consent of co-authors where applicable.
- 1.4 Where deposit of the full-text material, or dataset, is not possible due to publisher embargo, or is not permissible due to copyright or licensing restrictions, or where the publication is available in a peer-reviewed open access publication or another open access archive, the metadata describing the publication or dataset will be included in the repository.
- 1.5 Material intended for commercialisation or containing confidential information should not be submitted for deposit.
- 1.6 Depositing material in the University's open access digital repository does not transfer copyright to the repository. Copyright remains with the author or publisher as per the publishing agreement or public re-use Creative Commons licence.
- 1.7 Use of external grant funding or discretionary University, Faculty, or Research Centre funding may be provided to cover the publishing costs i.e. Article Processing Charges, of accepted open access publications.

## 2. DEFINITIONS

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|---------------------------|--|
| Accepted Version          | The version of an academic paper after peer-review. It incorporates the changes made as a result of the peer review process and is the version accepted for publication. Also called a 'post-print', or the 'author's final version'.  |
| Article Processing Charge | Gold OA journals have author fees to cover the cost of publishing instead of reader subscription fees. Payment of this fee allows immediate access to the full text published version of the research article.   |
| Creative Commons          | Creative Commons (CC) offers a range of licences that creators can use to manage their copyright in the digital environment. Under a CC licence the copyright holder keeps copyright but allows people to copy and distribute the copyrighted work provided they meet the stipulations stated in the licence.  |
| Gold Open Access          | Under this model an 'Article Processing Charge' is paid by the author, the author's institution so that the resulting paper can be made freely and openly available without the requirement for the reader to pay for access, and without the restriction of an embargo period. Gold Open Access journals make every paper freely accessible and the published papers can also generally be deposited in institutional repositories. |
| Green Open Access         | Green OA allows authors to self-archive a version of their article for free public use. This is the model used by the Bond University repository and other institutional and/or subject repositories where accepted authors' manuscripts or other pre-publication versions (Submitted or preprints) are uploaded at no cost to the author or reader.   |
| Hybrid Open Access        | In this model only some of a journal's content is openly accessible. These are journals where some authors have paid to make their papers open access, but other papers are published under a traditional subscription model where payment is made by subscribers.   |
| Metadata                  | The information that describes a research output deposited in the repository, e.g. author, title, abstract, keywords, date, copyright statement.   |
| Open Access (OA)          | Open Access means that the outputs of scholarship and research are made available online and world-wide, in perpetuity, free of charge and free of other access restrictions.  |
| Peer-review/Refereed      | The subjection of an author's work to a process of scrutiny by others who are experts in the field before publication.   |

|                   |   |
|-------------------|---|
| Published Version | The final version of an academic paper as published, that includes the publisher's formatting and typesetting.              |
| Submitted Version | The version of an academic paper (usually a journal article) prior to peer-review, or refereeing. Also called a 'preprint'. |

### **3. RELATED PROCEDURES**

[Submitting a Research Thesis Guide](#)

[Management of the University's Research Outputs made available in the Pure Research Portal.](#)

### **4. RELATED GUIDELINES AND FORMS**

- [Open Access and Scholarly Publishing Guide](#)
- [Author rights guidance](#)
- [Creative Commons Licences](#)
- [APC support for HDR students](#)

## **MANAGEMENT OF the University's Research Outputs made available in the Pure Research Portal.**

Library Services ensures ongoing archiving and open access to Bond University's research outputs through the open access digital institutional repository, the Pure Research Portal.

Material will be retained indefinitely in the repository.

Library Services manages the copyright compliance, collection, and validation of all research outputs into the repository and assists authors with publisher open access, embargo, and copyright policy enquiries.

Deposit and full access to material in the institutional repository depends on one of the following copyright compliance conditions:

- Copyright is held by the author who authorises deposit into the repository; or
- Written permission has been gained from the copyright owner to deposit the material into the repository; or
- The publisher as copyright owner allows, by policy permission or licence, deposit of the material in the repository; or
- The material carries a Creative Commons licence.

Authors are encouraged to retain copyright in their work where possible (by not assigning copyright to the publisher), and where the publisher insists on a transfer of copyright, to assert their right to deposit their work in the institutional open access repository using a suitable agreement [addendum](#).