

OPEN ACCESS POLICY

Policy number	USP 1.04
Policy name	Open Access Policy (Issue 2)
Applicability	All staff and research higher degree and professional doctorate candidates
Policy owner	University Librarian
Contact person	University Librarian
Policy status	Approved Policy
Date of approval	4 October 2013
Date last amended	26 July 2017
Date last exposed	June 2017
Date last reviewed	
Date of next review	26 July 2020
Related policies	Research Code of Conduct Policy (TLR 5.06) Copyright Compliance Policy (TLR 6.01) ARC Open Access Policy NHMRC Open Access Policy Research Data Management and Sharing Policy (TLR 5.12)

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, e-publications@bond, and other open access archives (Green Open Access) and through support for publication in open access journals (Gold Open Access).

2. THE POLICY

- 2.1 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, e-publications@bond, and in open access publications are also provided by Library Services.
- 2.2 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.
 2. Full-text refereed research articles that have been peer-reviewed but not yet published (The 'Accepted Version').
 3. Full-text articles/papers in Word format that have been submitted to a publisher (The 'Submitted Version').
 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).
 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 10.5).

- 2.3 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.
- 2.4 Material intended for commercialisation or containing confidential information should not be submitted for deposit.
- 2.5 Depositing material in e-publications@bond does not transfer copyright to the repository. Copyright remains with the author or publisher as per the publishing agreement or licence.
- 2.6 Use of external grant funding or other University funding that may be provided to cover the publishing costs, including Article Processing Charges, is acceptable for a publication:
- In a journal that is deemed to be Gold Open Access;
 - That meets the ERA definition of research;
 - Where the first or corresponding author has Bond University affiliation.

Internal APC support is dependent on meeting further criteria. See the [Requesting Article Processing Charge \(APC\) Support webpage](#).

3. DEFINITIONS

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 in the licence.
ERA	Acronym for Excellence in Research for Australia. ERA is the system through which the Australian Research Council assesses research quality within Australia's higher education institutions using a combination of indicators such as citation profiles and peer review of research outputs.
Gold Open Access	Under this model an 'Article Processing Charge' is paid by the author, the author's institution or research funder 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 Accepted) 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, 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 most 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 'pre-print'.

4. RELATED PROCEDURES

[Submitting a Research Thesis Guide](#)
[Management of e-publications@bond](#)

5. RELATED GUIDELINES AND FORMS

Either the [Scholarly Publishing and Academic Resources Coalition \(SPARC\) Author's rights](#) or the [JISC Author's Licence](#) (formerly known as the Joint Information Systems Committee) can be attached to a publication agreement before signing. It permits authors to retain key rights to their material including the right to deposit their work in an open access repository.

- [Open Access and Scholarly Publishing Guide.](#)
- [Requesting Article Processing Charge \(APC\) Support](#) Criteria
- [Article Processing Charge \(APC\) Request Form](#)

MANAGEMENT OF E-PUBLICATIONS@BOND

Library Services ensures ongoing archiving and open access to Bond University's research outputs through the open access digital institutional repository, e-publications@bond.

Material will be retained indefinitely in the repository.

Library Services manages the copyright compliance, collection and deposit of all material into the repository and assists authors on a one-to-one basis.

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

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