

University of Chichester - Open Access Policy

Headline policy

All research outputs to be made freely accessible to the public (i.e. Open Access) as far as possible through the self-archiving of those outputs on the University's institutional repository (ChiPrints)¹.

Scope

The policy applies to all University staff and research students and outlines the University's approach and requirements with regards to making research Open Access.²

Principles

- The University of Chichester is committed to making the results of its research Open Access. Publicly-funded research should be freely accessible and widely available in the public domain. We recognise that we have a moral duty to increase knowledge, make research more efficient and impactful, and that Open Access benefits everyone through greater opportunities for discovery, access and re-use.
- The University of Chichester values the relationships built between our academic community and the creative industries. We do not require versions of creative outputs to be made openly accessible where this would conflict with contractual obligations, commercial interests, or performing/mechanical rights. However, bibliographic information (metadata) for such outputs is still required.
- The University recognises that making Open Access of certain other output types (e.g. books) is also often constrained by publishers agreements, and therefore do not require such outputs to be made openly accessible where this would conflict with contractual obligations.
- The University requires 'Green' Open Access via self-archiving of research outputs on ChiPrints, even if an article processing charge (APC) has been paid and/or the output has been published in an open format. This is to ensure the permanency of access to the output.

Responsibilities

- The University requires that University staff and research students enter bibliographic information (metadata) of all new research outputs in the University's research repository, so as to build a comprehensive institutional record of research activity.
- Upon acceptance, all University staff and research students shall deposit a full-text copy of their accepted research outputs, i.e. the final author accepted manuscript (AAM) of journal articles and conference papers in the institutional repository.
- It is the responsibility of the individual researcher to ensure that they comply with funder Open Access requirements.³
- Any charges associated with the publication of articles (such as APCs) will be covered through departmental budgets when funding has not been secured.

¹ <http://eprints.chi.ac.uk>

² Research students submitting theses for the degrees of MPhil and PhD should familiarise themselves with the University Thesis deposit guidelines and the relevant sections of the *Regulations for the degrees of Master of Philosophy and Doctor of Philosophy* relating to availability of final theses and the right to embargo publication in specific circumstances.

³ The following services provide useful guidance: <http://v2.sherpa.ac.uk/>

- It is the responsibility of independent researchers with significant responsibility for research to ensure that they comply with the Research Excellence Framework's Open Access policy.⁴
- Library Services and the Research Office will provide guidance and support to authors and Heads of Academic Departments to ensure compliance with the above wherever possible.⁵
- Researchers are also asked to obtain an ORCID- a unique researcher identifier, increasingly becoming the method of choice by funders and publishers globally to unambiguously link people to their publications and grants.
- These guidelines will be regularly reviewed in light of evolving publication models, funder requirements and strategic priorities.

⁴ To ensure eligibility for submission to REF2021, researchers are required to deposit journal articles and conference papers published with an ISSN to ChiPrints within three months of acceptance for publication): <https://www.ref.ac.uk/publications/guidance-on-submissions-201901/>

⁵ Information, links and guides to ChiPrints are available from the Open Access reading list: <https://rl.talis.com/3/chichester/lists/80F1254E-F1C3-052D-F0BA-2B5A5DD20034.html>