
Open Access Policy

1. Purpose

- 1.1 The purpose of this Policy is to provide details on the open dissemination of our scholarly research output - online, world-wide and free of charge. This is fundamental to the University's drive to be a global leader in discovery, innovation, impact and thought leadership.
- 1.2 Open access publication enables the University to share its capability in research and education effectively and equitably with the wider community, global partners and stakeholders. By facilitating exposure, sharing, comparison and critique of research, open access publication supports the generation of new knowledge applied to solve complex problems, and delivers social benefits and economic prosperity. It also enables the University to meet requirements of national and international funding bodies that stipulate that funded research should be publicly available.

2. Application of Policy

- 2.1 This Policy applies to all academic and research staff and doctoral students ("authors") undertaking research at the University, either full-time or part-time.
- 2.2 This policy applies to the research output types as described in the [Research Policy Appendix B including doctoral thesis and thesis by research, which will be automatically added to the Open Access Repository](#).
- 2.3 This Policy does not apply to:
 - (a) Research outputs completed before the adoption effective date of this *Open Access Policy*;
 - (b) Research outputs for which the author has entered into an incompatible licencing or assignment agreement; or
 - (c) Confidential material, commercially sensitive material or material subject to intellectual property (IP) protection or commercialisation.

Policy Content

3. Open Access Principles

- 3.1 The University strongly encourages authors who are engaged in research to make research outputs openly available by depositing the appropriate version of their research outputs into the University's open access institutional repository within twelve months of publication. See the University's [Open Access Guidelines](#).
- 3.2 The University acknowledges that authors take into account a wide range of factors in deciding on the best outlets for their research publications. The University recognises that not all publishers will negotiate the terms of their author agreements and authors are not expected to base their decisions on where to publish their research on the outcomes of these negotiations.
- 3.3 The University encourages all authors to make their research outputs available through subject specific repositories or via peer reviewed open access journal publications, conference proceedings, book or book chapter and other outlets where appropriate.
- 3.4 This Policy ensures authors are compliant with current and future open access mandates from funding bodies where such mandates are in effect.

4. Ownership of copyright and intellectual property

- 4.1 The University encourages authors to retain copyright in their works where possible or negotiate the terms of author agreements with publishers in order to ensure they retain the right to use and self-archive the work with no embargo or an access embargo no greater than twelve months after the date of initial publication.
- 4.2 The University does not support publisher embargoes greater than twelve months after the publication date. If publishers do not specifically allow self-archiving, authors are encouraged to request that the official University archiving addendum be included in the publishing contract:
 - (a) *The Author has the right to publicly archive their revised, peer-reviewed personal version of their paper on their institutional website and their personal website, provided in all cases a link to the journal article on the Publisher website is included.*

5. Article Processing Charges

- 5.1 The University does not centrally fund Article Processing Charge (APC) fees to make research outputs open access.
- 5.2 The University's preferred route to open access is via self-archiving into its OA repository. Further details are available from *Open Access Guidelines*.

6. Roles and Responsibilities

- 6.1 The University is responsible for:
 - (a) Providing and maintaining open access infrastructure, including the University's institutional repository, to facilitate the open dissemination of research outputs and associated metadata; and
 - (b) Providing advisory services to researchers through the Research Office and the Library.
- 6.2 University authors are responsible for:
 - (a) Depositing the appropriate version of their research outputs into the institutional repository.;
 - and
 - (d) That any requirements by funding agencies are met.

Related Documents and Information

7. Related Documents

[Education Act 1989](#)

[Research Policy](#)

[Research Policy: Appendix B](#)

[Intellectual Property Policy](#)

[Recognition of Authorship Policy](#)

[Open Access Guidelines](#)

[Copyright at Victoria](#)

8. Document Management and Control

Approver	Vice Chancellor
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