Open Access Policy for Keele University

1) Keele University is committed to disseminating its research and scholarship as widely as possible, and encourages our researchers to publish their work in the best quality journals in their discipline.

2) The University also supports the principle that 'the results of research that have been publicly funded should be freely accessible in the public domain' and therefore it supports its staff in making their research available through **Open Access** (**OA**).

3) The University advocates **Green OA** (self-archiving) as the most efficient and sustainable way to achieve greater public access to research outputs and supports this through the development of its institutional repository.

4) The University will support Gold OA, whereby the author is usually required to pay an Article Processing Charge to publish in an OA journal, **only where funding is made available for this purpose by the research funder**.

5) The University supports the use of the widest form of licensing so that the article may be read and re-used. Creative Commons-BY (CC-BY) is currently required by the published RCUK policy, allowing articles to be read and re-used for both non-commercial and commercial purposes.

6) Academic staff are required to observe the OA requirements of the relevant research funder when publishing from grants, along with the HEFCE OA policy.

7) The University requires that staff submit a copy of **ALL** of their peer-reviewed academic journal articles and conference papers (providing as much information about the deposit as possible) to the Keele Research Repository, via the Symplectic Publications Database **within three months of date of acceptance**.

8) The publisher final version (PDF) of the paper should ONLY be submitted to the Keele Research Repository if it has been published as Gold Open Access (this usually involves an Article Processing Charge being paid to the publisher) **OR** if the funder/publisher mandates such use of the publisher final version. If the publisher final version is not yet available or it has not been published as Gold Open Access, staff must submit the final revised and accepted version within three months of acceptance. This is to enable all research outputs to be eligible for the next REF.

9) Staff are also strongly encouraged to deposit author-created versions of all other forms of research output, in order to help maximize citations and earn credit for the next REF.

10) Repository support staff at Keele will check each deposit for funder and publisher information, apply the relevant embargo period and make updates to the repository as necessary.

For further information please consult - https://www.keele.ac.uk/research/raise/openaccess/