

Policy Title: TWU Open Access Policy

Parent Policy: Integrity in Scholarship and Research

Policy Administrator: Vice Provost, Research and Graduate Studies

Approving Body: Senate

Approval History: March 6, 2018; Senate Motion #2017/18–029

Purpose:

The objectives of this policy are:

- To establish an institutional practice of open access publication;
- To comply with the requirements set forth by the Tri-Agencies regarding open access publication.

Scope of this Policy:

This policy outlines Trinity Western University’s standard for open access publishing. It is intended to apply to faculty, students, and academic and professional staff.

Policy Statement:

1. All peer-reviewed journal publications supported by Tri-Agency funding must be freely accessible within 12 months of publication¹. To fulfill the Tri-Agency Open Access requirement, Tri-Agency grant recipients must take the requirement for open access into consideration when selecting avenues for publication, and must ensure open access to their publications through one of the following mechanisms:
 - i. Tri-Agency grant recipients are encouraged to deposit their works to TWUSpace, our institutional repository through Arca.
 - ii. Alternatively, Tri-Agency grant recipients can choose to publish their works in an open access journal or in a traditional journal with the open

¹ This is in accordance with the Tri-Agency Open Access Policy on Publications, Section 3.1:

“3.1 Peer-reviewed Journal Publications

Grant recipients are required to ensure that any peer-reviewed journal publications arising from Agency-supported research are freely accessible within 12 months of publication. Recipients can do this through one of the following routes:

A. Online Repositories

Grant recipients can deposit their final, peer-reviewed manuscript into an institutional or disciplinary repository that will make the manuscript freely accessible within 12 months of publication. It is the responsibility of the grant recipient to determine which publishers allow authors to retain copyright and/or allow authors to archive journal publications in accordance with funding agency policies.

B. Journals

Grant recipients can publish in a journal that offers immediate open access or that offers open access on its website within 12 months. Some journals require authors to pay article processing charges (APCs) to make manuscripts freely available upon publication. The cost of publishing in open access journals is an eligible expense under the Use of Grant Funds.”

access option. If this option is chosen, the researcher is required to notify the Vice Provost, Research and Graduate Studies.

2. Individuals in receipt of graduate scholarships and fellowships are not required to adhere to the *Tri-Agency Open Access Policy on Publications*, although the Agencies encourage open access to all research publications.
3. Faculty and academic/professional staff are encouraged to deposit into TWUSpace any non-Tri-Agency funded, refereed scholarly work for which they hold the appropriate copyright.
4. Occasionally, an internal publication (e.g. graduate program research thesis or dissertation) will be under temporary embargo pending publication in another format (e.g. journal or book publisher) or for intellectual property reasons (e.g. pending patent application). In rare circumstances a publication may be permanently embargoed for reasons of security and/or endangerment to the author or research participants. All embargo requests should be directed to the Vice Provost, Research and Graduate Studies.

References:

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<http://ous.athabascau.ca/policy/research/openaccess.pdf>

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Mount Saint Vincent University. 2010, October 25. *Open access policy*.
http://dc.msvu.ca:8080/xmlui/themes/msvu_ir/static/MSVU-OA-policy.pdf

University of British Columbia. 2013. *UBC open access position statement*.
<http://scholcomm.ubc.ca/open-access/ubc-open-access-position-statement/>

University of Calgary Library. *Open access mandate*. <http://library.ucalgary.ca/oa-mandate>

Queen's University Library. *Queen's University open access policy for librarians and archivists*.
<http://roarmap.eprints.org/431/>

York University Libraries. *Open access policy for librarians and archivists*.
<https://www.library.yorku.ca/cms/open-access/>

Definitions:

Arca: “A collective initiative to support the development and implementation of digital repositories at BC post-secondary institutions. [...]A province-wide network of institutional repositories.”²

Open Access: The free and unrestricted availability of research outputs online

RAS: University Senate Research and Academic Support Sub-Committee

Scholarly works and/or research outputs: These include but are not limited to full-text publications and research data. Examples of scholarly works include:

- Scholarly and professional articles
- Books/book chapters
- Reports
- Theses and dissertations

Tri-Agency: Refers to the following research entities: Natural Sciences and Engineering Research Council of Canada; Social Sciences and Humanities Research Council of Canada; and Canadian Institutes of Health Research

TWUSpace: Trinity Western University’s institutional repository of open access research

VPRGS: Vice Provost, Research and Graduate Studies

Child Policies: None

Monitoring Data: The University Librarian will report to RAS the number of publications uploaded to TWUSpace each year. The VPRGS will confirm that all publications produced from research supported by Tri-Agency grants are either submitted to TWUSpace or available through another open access format.

² About Arca. <http://arcabc.ca/about>