

OPEN ACCESS RESEARCH AND RESEARCH DATA MANAGEMENT POLICY

The University of Exeter recognises that Open Access to both research papers and research data allows greater visibility of research and can stimulate new research opportunities and collaborations. Making research papers and data Open Access has been shown to increase the number of citations and the re-use of data can lead to new research opportunities and means that that data does not have to be recreated unnecessarily. New research can build on existing research to further discovery.

The University's Open Access Research and Research Data Management Policy supports the RCUK position that publicly funded research is a public good that should be made openly available to the public when legally, commercially and ethically appropriate. This policy is designed to help support researchers comply with funding bodies' requirements on Open Access to research papers and on research data management. This is paramount as the University risks loss of income if it fails to satisfy funders' expectations in this area.

The University recognises that good practice in research data management is a key part of research excellence. Research data is a valuable asset, and its good management brings benefits to the researcher, the University and the wider community. Examples of such benefits include ensuring that research data is stored safely thus avoiding data loss, the possibility of validating research findings and the ability to reuse and share data sets.

The following policy is intended to clarify the University's expectations on Open Access and research data management. All researchers should comply with this policy with regards to Open Access to research papers from 1st April 2013. All researchers should comply with this policy with regards to research data from 1st October 2013. The University recognises that the transition to Open Access requires significant cultural change and expects compliance with the policy with regards to research papers to grow over a transition period of 2 years.

1. The University of Exeter supports the principles of Open Access to research papers and, where legally, commercially and ethically appropriate, to the research data of its research community.
2. Researchers should always comply with funder policy on Open Access publishing and research data management.

3. Research data will be managed to agreed standards throughout the research data lifecycle. These standards are defined in the accompanying documentation.
4. All research proposals must include research data management plans that address the capture, management, integrity, confidentiality, security, selection, preservation and disposal, commercialisation, costs, sharing and publication of research data and the production of descriptive metadata to aid discovery and re-use when relevant.
5. The University is responsible for the provision of training, support and advice on Open Access and research data management as well as the provision of a backed-up storage service for completed digital research data and for Open Access research papers.
6. Responsibility for research data management during any research project lies jointly with Principal Investigators (PIs) and researcher(s). Lead authors are responsible for complying with funder and University policy on Open Access research papers.
7. All researchers should deposit the research papers they produce whilst employed at the University on Open Access in the institutional repository, Open Research Exeter (ORE), as soon as publisher restrictions will allow. Embargo periods of 6-24 months are standard depending on funder requirements. To protect the interests of learned societies and smaller, non-profit publishers, the University supports an embargo period of up to 3 years. The University has mandated the green route to Open Access (via the institutional repository) as its standard route for sharing research freely and openly.
8. All digital research data that has been selected for retention should be offered and assessed for deposit and preservation in an appropriate University, national or international data service or domain repository, unless specified otherwise in the data management plan. Valid reasons for non-deposit include commercial and confidentiality issues. Published research papers should include a short statement describing how and on what terms any supporting research data may be accessed.
9. All research data that has been selected for retention should be registered with the University's data repository, even if the data is retained in a national or international data service or domain repository or if the data is not suitable for publishing on Open Access.
10. Data that has been selected for retention should not be deposited with any organisation that does not commit to its access and availability for re-use, unless this is a condition of funding or would prevent commercial interests.
11. The Research and Knowledge Transfer Management Group will be responsible for reviewing the policy. The policy will be updated regularly.