

Academic Policy Statement APS 26:

Open Access Publications

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1. Introduction

The Middlesex University Strategy towards 2031¹ sees Research and Knowledge Exchange as a key enabler of its success, and shows the commitment of the University

This policy and its supporting guidelines provide clarity regarding what is expected of its researchers in respect of their published outputs.

The changing scholarly communications landscape within which our researchers work is witnessing a steep rise in the significance of Open Access publishing. Increasing access and visibility of published research outputs has a number of benefits for both the individual (as researcher and as consumer) and the institution, as well as for the economy and wider society. It is essential for meeting funder requirements and for submission in the post-2021

In practice, this means, that

- in-scope research outputs must be uploaded to an institutional or subject repository at the point of acceptance for publication, and
- research data will be made available with as few restrictions as possible, and with a plan for managing and sharing, to meet the commitments set out in the Concordat on Open Research Data.⁷

Funders worked closely to develop the recent Open Access policies, recognising the need of multiple routes to Open Access and that more must be done to deliver on the Open Access' promise.

4. Routes to Open Access

Different flavours of Open Access publishing options for research outputs are available along the two main routes while details often depend on specific funder requirements:

- **Green OA:**⁸ Publish in a journal which allows the final agreed full-text version of the author's manuscript (known as post-print, after peer review)

and requires that research outputs will be deposited in the institutional repository at the point of acceptance.

It applies to all academic staff, all research staff and all students whose research outputs derive from their employment by the University, from research grants or otherwise from the use of University resources and facilities.

The institutional repository supports researchers by:

- Enabling the above routes to Open Access and, in doing so, ensuring staff meet funders' Open Access requirements;
- Providing back-up copies of uploaded work, thus profiling the research outputs of Middlesex University via Google Scholar and other internet search systems;
- Facilitating the management of Middlesex University's statutory returns such as the Research Excellence Framework (REF) and the Researchfish system;
- Recording research work which can be used in University processes and for reporting.

6. Researcher Responsibilities

This policy requires researchers at Middlesex University to:

- a) Create a basic record in the Middlesex University Research Repository for every research output – **at the date of acceptance**, and upload the final agreed full-text version of the author's manuscript;^{11, 12}
- b) Create at least a metadata record in the Middlesex University Research Repository, in case that the work is comprised of multiple components or practice-based;
- c) Provide links to related components or data, either in the Middlesex University Research Repository, or a system that meets the technical standards;
- d) Provide a link to where the full output may be accessed, in cases where it is not permitted to be included in the repository;
- e) Use the phrase "Middlesex University" within the research output when stating the address of the originating institution.¹³

7. Support for Researchers

It is recognised that some researchers may need support with various elements during the research lifecycle, including Open Access compliance, funder requirements and how to

¹¹ The final accepted full-text version is preferred if permitted by publishers. Such Open Access deposit will be governed by copyright law and by agreed publisher, government or funder expectations: embargo periods may apply.

¹² The use of preprints to facilitate open research practices across disciplines is encouraged.

¹³ It is important that researchers use the same originating institution phrase as it will simplify bibliometric searches which may be carried out for assessment of research at the institution, such as that for the government of university league tables. It will make it possible to identify and retrieve all the University's research publications in research aggregation services such as Web of Science, Scopus and PubMed. See Middlesex University Guide to Open Access section: [Addresses and affiliations](#).

make use of the institutional repository to follow the Green (self

