

Vaughan Memorial Library
Open Access Policy
Approved by Senate, June 15, 2016

Introduction

Acadia University is committed to disseminating research and scholarship as widely as possible. Open-access literature is digital and freely accessible at the point of use for the reader. It normally contains less copyright or licensing restrictions so researchers and the wider community can rapidly share and benefit from the results of the research.

This policy encourages all members of the research community at Acadia University to recognize and participate in open access principles and practices. It is a reminder to Acadia's research community of the Tri-Agency Open Access Policy on Publications (February 27, 2015) and is designed to increase awareness of its directives. It is intended to facilitate long-term preservation and access to Acadia's intellectual output. The policy applies to all the members of the research community at Acadia University including but not limited to faculty, students, and staff.

Policy

Without contravening any collective agreements in place at the University:

1. Acadia scholars are encouraged routinely to provide a copy of their article published in a journal or conference proceeding to place in the non-commercial open access institutional repository *Acadia Scholar*, and to deposit in other open access repositories where such deposit is required by a funding agency, or desired by the author.
2. The scholarly work would be deposited, as the author's final post-peer review manuscript or (where permitted by the publisher) the publisher's PDF, immediately on acceptance for publication.
3. Wherever possible, open access would be provided immediately upon acceptance for publication.
4. The Vaughan Memorial Library shall maintain an institutional repository (e.g., Acadia Scholar).
5. The Vaughan Memorial Library shall manage an institutional repository according to international standards for institutional repositories.
6. The Vaughan Memorial Library will support researchers in adhering to this policy.
7. In the event that a faculty member is requested to assign all or a part of his or her copyright in such scholarly works as part of a publication agreement, the faculty member is encouraged to request in the publication agreement the right, at a minimum, to deposit in the institutional repository *Acadia Scholar*. The *Scholarly Publishing and Academic Resources Coalition (SPARC) Canadian Author's Addendum to Publication Agreement* may be used for this purpose.
8. Researchers in receipt of Tri-Agency funding must comply with the [Tri-Agency Open Access Policy on Publications](#), by
 - a. depositing their final, peer-reviewed publications in an institutional repository within 12 months of publication, or by
 - b. publishing their peer-reviewed articles in a journal which offers immediate or eventual open access within 12 months

9. Scholars are encouraged to consider open access and affordable/sustainable scholarly communication venues in deciding on where to publish scholarly work.
10. Scholars are encouraged to deposit other types of full-text works in Acadia Scholar such as conference publications, monographs, and posters, and any other material deemed appropriate as representative of the individual's scholarly or creative output.

Procedures:

1. Researchers will contact the Vaughan Memorial Library or the Division of Research and Graduate Studies for further information regarding open access and compliance with Tri-Agency requirements
2. The Vaughan Memorial Library will assist the research community with the deposit and posting of scholarly material into the institutional repository i.e, *Acadia Scholar*
3. Students with a thesis requirement will continue to follow Acadia's [Electronic Thesis Deposit Procedures](#). Senate passed the electronic theses mandate for graduate and undergraduate students on the 14 October, 2008.

Guidelines:

1. All members of the Acadia research community are strongly encouraged to deposit their scholarly works, into the institutional repository *Acadia Scholar*.
2. In most cases, the publisher determines the form in which an article may be made accessible in the institutional repository (e.g. pre-print, post-print, or published version.) Tri-agency grant recipients are responsible for determining which publishers allow for the retention of copyright or what permissions are included in their publishing agreement(s). All researchers are encouraged to determine their author rights before selecting a publisher.

Reporting and Review

The University Librarian will submit an annual report to the Chair, Senate Library Committee on Open Access participation through Acadia's institutional repository, *Acadia Scholar*.

Credits

This policy is adapted (with permission) from the Senate Library Committee, Mount Saint Vincent University. (2016). *Open Access Policy* (SLC-2016-01). Retrieved from the Mount Saint Vincent Senate Website:

<http://www.msvu.ca/en/home/aboutus/universityprofile/senate/policies/default.aspx>

and adapted (with permission) from the Research Advisory Committee, University of Prince Edward Island. (2012) *Open Access & Dissemination of Research Output*. Retrieved from the UPEI Website: <http://www.upei.ca/research/policies>