Developing policies to support open access at your university

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There are potentially several polices that relate to the repository in your institution. It is important for you to find out what policies you have that relate to this area. Behind everything is the Policy on the Responsible Practice of Research (you will have one). These are all based on the Australian Code for the Responsible Conduct of Research developed by the NHMRC - [www.nhmrc.gov.au/_files_nhmrc/file/publications/synopses/r39.pdf](http://www.nhmrc.gov.au/_files_nhmrc/file/publications/synopses/r39.pdf)

You may have (or need) a PhD thesis policy which addresses issues like whether candidates are expected to submit a digital version, and whether they have to make it open access. The Intellectual Property policy will affect how you manage the copyright.

At the ANU in conjunction with the Policy: Responsible Practice of Research, there is a Code of Practice for Scholarly Publication and Dissemination. This includes the ANU Position Statement on Open Access, which has given leverage within the institution. It talks about open access and encourages people to engage.

So why are policies useful? Policies supporting OA indicate it is a priority for the institution.

**Find out how policies and the executive committee structure works**

Your institution will have a process for introducing policies and guidelines. You need to find out what the process of implementation is. It will involve something to do with academic consultation, Research Committees and the University Council.

**Developing policies takes a long time and involves many aspects of the university community**

You need to have realistic timeframes. The Committee meeting timetable is one issue, but sometimes there are other problems that hold the process up. If it is a Rule change these can sometimes only happen only annually.

**Do you need an executive member to champion you?**

Often the only way to get a suggestion for a new policy (or a change to a policy) will require a member of the executive to champion you. Even if you have one you may still have to push hard. Remember often no-one actually cares except you.

**Do you have a mandate or are you encouraging?**

I’m not sure mandates are a good idea. The things to consider include - are your systems ready to support a mandate? If you suddenly have a large increase in input can you deal with the workload? Also are you prepared to absorb the irritation of the academic staff? They might not respond well to a mandate!

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Appendix 1 - ANU Policies

The ANU has several policies which relate to the repository and open access:

Code of Practice for Scholarly Publication and Dissemination at ANU
http://policies.anu.edu.au/policies/code_of_practice_for_scholarly_publication_and_dissemination_at_anu/policy

Guidelines: Depositing Scholarly Work to the ANU Research repository
http://policies.anu.edu.au/guidelines/depositing_scholarly_work_to_the_anu_research_repository/guideline

The Intellectual Property Policy 2010
http://policies.anu.edu.au/policies/policies/intellectual_property/policy

Guidelines for using the Policy can be found at:

These are summarised on ROARMAP -

Which has of course all of the registered Australian policies on it:
http://www.eprints.org/openaccess/policysignup/

Appendix 2 - Help developing policies

Help on developing policies
http://www.arl.org/sparc/advocacy/campus/

List of papers on developing policies
http://digital-scholarship.org/tsp/w/irmandates.htm

JISC: How to build a case for university policies and practices in support of Open Access
25 Feb 2010