The University of Sussex Open Access Publication Policy

1. Overview and purpose

1.1 This policy articulates the University's approach to Open Access publication and is an update to the University's 2015 Statement on Open Access.

1.2 The University supports the principles of Open Access and encourages its members to contribute to the widest possible dissemination of its research.

1.3 The University supports the various mechanisms by which its research can be accessed, used, reused, cited and built upon, thereby contributing to a fairer knowledge economy and upholding the principles of Open Research.

1.4 This policy sets out the University's expectations in regard to Open Access publication and details the responsibilities that apply to its staff and students.

2. Scope

2.1 This policy applies to University researchers (staff and postgraduate research students).

2.2 The University encourages other stakeholders at the institution to follow its principles where possible.

2.3 In line with funder & Research Exercise Framework (REF) policy requirements, the policy applies to **peer-reviewed research articles and conference proceedings**; the University encourages the application of the policy to other types of research output (including monographs and book chapters) where possible.

2.4 The policy relates to peer-reviewed research articles and conference proceedings created and accepted for publication within the period of contracted employment at the University.

2.5 The policy applies in conjunction with the University's Research Data Management Policy and the Library's Publications Management Policy.

3. Responsibilities

3.1 Researchers (staff and postgraduate research students) are responsible for compliance with the University policy; guidance on practical steps can be found on the [Library pages](#).

3.2 Researchers in receipt of funding are responsible for complying with the conditions of their funders' policy in regard to Open Access publishing; where there is a demonstrable conflict between the University policy and the funder policy, researchers should seek to comply with funder policy first and obtain guidance from the Library.

3.3 The University is responsible for ensuring that appropriate systems, procedures and guidance are available to its researchers in order for them to comply with the policy.

3.4 Failure to comply with the policy may result in related non-compliance with funder policy (where applicable) and future Research Excellence Framework (REF) Open Access policy.

4. Policy

4.1 The University has a mandate for its researchers (staff and postgraduate research students) to record publication metadata and to deposit (where possible and permitted by the copyright owner) the content of all peer-reviewed research and related outputs. Authors should deposit their work in the Institutional Repository (Sussex Research Online) via the University's Research Information System, Elements.[1]

4.2 The University requires that its researchers self-archive copies of their work in line with funder and University requirements. The University recommends the deposit of the Author's Accepted Manuscript (AAM) **on acceptance for publication.** While the requirements for any future research exercises may differ, we encourage authors to deposit their AAMs as soon after acceptance as possible (and **before the date of first publication)** to align with current funder requirements.

4.3 Deposit of the AAM may be in a relevant subject repository, with the University requiring that deposit is linked to an institutional record of the item on Elements.

4.4 The University supports the transition to Open Access envisaged by [Plan S](#) and supports multiple models of Open Access in order to achieve its aims.[2]

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[1] https://www.sussex.ac.uk/library/research-outputs/elements
[2] https://www.sussex.ac.uk/library/research/open-access

4.5 The University provides opportunity for Open Access publication via [Transformative Agreements](#) (where these meet the Jisc definition).[3]

4.6 For articles and conference proceedings arising from UK-funded research, block grants are available to support the funder preference for immediate Open Access publication. Use of these block grants is subject to funder requirements and policy. (For monographs and book chapters, the University will aim to administer support as detailed by funders in their forthcoming recommendations.)[4]

4.7 Decisions relating to what, where and when to publish remain academic decisions, under the oversight of each School. The University's approach to publication decisions is as follows:

   4.7.1 Research outputs should be published in the most appropriate place (i.e. journal, conference proceeding, monograph, etc.), reflecting their topic and quality. Schools should make the academic judgements relating to the timing of the publication and the appropriateness of the journal, conference proceeding, publisher etc., ensuring the quality of the output and taking into consideration the career stage of the author(s).

   4.7.2 The University is a signatory to DORA and encourages its authors to adhere to DORA principles when selecting a venue for publication.[5]

   4.7.3 Researchers in receipt of funding are responsible for ensuring that relevant publications comply with the funder's requirements, including funding attribution, licence type, data statements and deposit requirements.[6]

   4.7.4 In line with funder policies, the University will no longer financially support Open Access publication in subscription journals (e.g. subscription titles that offer a mix of paywalled and Open Access content) outside of the Transformative Agreements named above (see section 4.5).

4.8 Where there are no available Open Access options in the appropriate journal or conference proceeding(s), it should be noted that this may restrict the ability of the University to include the output in future Research Excellence Frameworks.[7]

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[3] https://www.jisc.ac.uk/content/open-access/our-role#requirements
[4] Funds are provided to the University by UKRI, the British Heart Foundation, Cancer Research UK, and the Wellcome Trust to support publications arising from the research that they fund.
[5] https://www.sussex.ac.uk/research/about/strategy/declaration-on-research-assessment
[6] Journal compliance with funder policy can be checked on [SherpaFact](#) or the [Journal Checker Tool](#)
[7] https://re.ukri.org/research/future-research-assessment-programme/

Review / Contacts / References	
Policy title:	Open Access Publication policy
Date approved:	March 2022
Approving body:	Research and Knowledge Exchange Committee (RaKE)
Last review date:	November 2021
Revision history:	November 2021
Next review date:	June 2022
Related internal policies, procedures, guidance:	Open Research statement (in draft) Publications Management policy (in draft) Research Data Management policy (in draft) SRO takedown policy
Policy owner:	The Library
Lead contact / author:	Academic Services Manager, the Library / Open Access Librarian, the Library

- For guidance on complying with the policy, please see the Library's Open Access pages or contact the team at openaccess@sussex.ac.uk