**WIRE Statement of Purpose and Policies**

*Open Access (OA) Mandate Addition (Revised March 2013)*

OAI Base URL: <http://wlv.openrepository.com/wlv/>

WIRE

Research is a key activity for the University of Wolverhampton. The University is ‘committed to the transfer of our intellectual capital beyond our academic boundaries’[[1]](#endnote-1). The Wolverhampton Intellectual Repository and E-Theses (WIRE), launched in May 2006, is an open access (OA) repository intended to maximise the visibility, usage and impact of the University’s research output upon ‘industry, business, the professions and society’[[2]](#endnote-2).

WIRE shares its metadata records about the content it holds with search services which allow users to search across multiple repositories. Its contents are also indexed by Google and other search engines.

What is Open Access

The Research Councils define[[3]](#endnote-3) OA as unrestricted, on-line access to peer-reviewed and published scholarly research papers. Specifically a user must be able to do the following free of any access charge:

* Read published papers in an electronic format;
* Search for and re-use the content of published papers both manually and using automated tools (such as those for text and data mining) provided that any such re-use is subject to full and proper attribution and does not infringe any copyrights to third-party material included in the paper.

Benefits from Open Access

For Researchers:

* Increases readers’ ability to find and use relevant literature
* Increases the visibility, readership and impact of author’s works
* Creates new avenues for discovery in the digital environment
* Enhances interdisciplinary research
* Accelerates the pace of research, discovery and innovation

For the University:

* Contributes to core mission of advancing knowledge
* Democratises access across all institutions
* Increases competitiveness of academic institutions

For Students:

* Enriches the quality of their education

For Businesses:

* Access to cutting-edge research encourages innovation
* Stimulates new ideas, new services, new products
* Creates new opportunities for job creation

For The Public

* Provides access to previously unavailable materials

For Research Funders

* Leverages return on research investment
* Avoids funding duplicative research
* Creates transparency
* Encourages greater interaction with results of funded research

Mandate to Deposit

To facilitate the above the University mandates that all publications published on/after 1st April 2013 must be included electronically in the full-text form, and made open access where this is permitted by the publisher, in WIRE:

* Authors may request an embargo period of up to 12 months. In this case publications should still be submitted to WIRE; they will be made visible automatically after the embargo period.
* Authors may request a waiver. If the request is approved publications should still be submitted to WIRE but they will not be made visible. The author must supply a reference and summary of the text to be made available open access within WIRE. This applies where academic outputs are deemed suitable for commercial exploitation, where individual or institutional, royalties or revenues legally accrue from such outputs.

This statement applies to:

* All members of staff employed by the University of Wolverhampton;
* All PhD students submitting their doctoral thesis.

This mandate will ensure that WIRE will become the official record of the University’s research publications; all publication lists required for administration or promotion will be generated from this source. It will be used in future to respond to bibliometric research assessments with reduced input and effort from staff. It will also support the University’s appraisal process with publication data.

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The following policy statements are based on the recommended options for OA compliance given in the Directory of Open Access Repositories (OpenDOAR) policy tool (<http://www.opendoar.org/tools/en/policies.php>).

**Metadata Policy** for information describing items in the repository

1. Anyone may access the metadata free of charge.
2. The metadata may be re-used in any medium without prior permission for not-for-profit purposes provided the OAI Identifier or a link to the original metadata record is given.
3. The metadata must not be re-used in any medium for commercial purposes without formal permission.

**Data Policy** for full-text and other full data items

1. Anyone may access full items free of charge.
2. Copies of full items can be:
	* reproduced, and displayed or performed in any format or medium
	* for personal research or study, educational, or not-for-profit purposes without prior permission or charge.
3. Full items must not be sold commercially in any format or medium without formal permission of the copyright holders

**Content Policy** for types of document and data set held

1. WIRE is an institutional repository.
2. The repository is restricted to:
	* Research papers (post-prints only)
	* Bibliographic references
	* Theses and dissertations
	* Books, chapters and sections
	* Images and non-text material
3. Papers may include:
	* final peer-reviewed drafts (post-prints)
	* published versions
4. Principal Language: English

**Submission Policy** concerning depositors, quality and copyright

1. Items may only be deposited by accredited members of the institution, or their delegated agents.
2. Authors may only submit their own work for archiving.
3. The administrator only vets items for the eligibility of authors/depositors, relevance to the scope of the repository, valid layout and format, and the exclusion of spam.
4. The validity and authenticity of the content of submissions is the sole responsibility of the depositor.
5. Full text items may not be deposited until any publishers' or funders' embargo period has expired.
6. If the repository receives proof of copyright violation, the relevant item will be removed immediately.

**Preservation policy**

1. WIRE will try to ensure continued readability and accessibility.

2. WIRE regularly backs up its files according to current best practice.

3. Items may be withdrawn at the discretion of the repository management.

4. Acceptable reasons for withdrawal include:

* Journal publishers' rules
* Proven copyright violation or plagiarism
* Legal requirements and proven violations
* National Security
* Falsified research
* Obsolete file formats

5. Withdrawn files are deleted entirely from the database. Metadata may be retained.

6. If necessary, an updated version may be deposited.

* The earlier version may be withdrawn from public view
* The original URL will be linked to the latest version

7. Indefinite retention and preservation in WIRE is not guaranteed.

1. University of Wolverhampton Research Sub-Strategy 2012-2017 [↑](#endnote-ref-1)
2. University of Wolverhampton Research Sub-Strategy 2012-2017 [↑](#endnote-ref-2)
3. http://www.rcuk.ac.uk/documents/documents/RCUKOpenAccessPolicyandRevisedguidance.pdf [↑](#endnote-ref-3)