

UNIVERSITY OF WOLVERHAMPTON PUBLICATIONS POLICY

Introduction

The University of Wolverhampton undertakes a broad range of research, with world leading output in several areas. The publication of research outputs has an essential role in the generation and dissemination of knowledge, as well as the promotion of individual researchers and the University. We encourage researchers to publish their outputs in the best quality journals in their discipline. We also support the principle that research outputs should have maximum economic, social and cultural impact and support the ambition of HEFCE and a broad range of European research funders to allow access to research outputs to the widest possible community. The University is therefore committed to its staff and students making their research publications available through Open Access. The University's Open Access repository WIRE is available for the recording of all research outputs and as a means for making full-text versions openly available online.

Policy rationale and benefits

1. To ensure that researchers meet the requirements of funders to make research outputs freely available through an Open Access route.
2. To ensure that research publications are eligible for submission to the next Research Excellence Framework (REF).
3. To expose University of Wolverhampton research output to as wide an audience as possible, raising the profile of both individual researchers and the University.
4. To create a clear record and ensure long term preservation of University of Wolverhampton research output.
5. To provide a route by which authors can share their research output on University web pages and across the internet without contravening copyright

Policy

6. Authors at the University of Wolverhampton are free to select the most appropriate reputable route for publication of their research output. To ensure compatibility with HEFCE's Open Access Policy¹ and eligibility for the next REF, it is recommended that publication is restricted to titles with no Open Access embargo, or where any embargo is no greater than 1 year for articles admissible to REF panel A or B; or not greater than 2 years for articles admissible to REF panel C or D². Full details of publisher policies in relation to Open Access are available through the Sherpa Romeo service³.
7. Authors should be aware of the unscrupulous tactics used by a minority of internet publishers and avoid publishing in titles where there are doubts about the quality of peer review or other

¹ <http://www.hefce.ac.uk/pubs/year/2014/201407/>

² Authors should also check with their research funding body. Research Councils UK for example require that papers resulting from their funding are available via Open Access within 6 or 12 months of publication depending on discipline
<http://www.rcuk.ac.uk/research/openaccess/policy/>

³ <http://www.sherpa.ac.uk/romeo/>

editorial practices. The University will not consider including any article published in such titles in the REF. Nor should staff or students of the University accept requests to serve on the editorial advisory boards of such journals. Further information about such 'predatory publishers' is presented in the definitions section at the end of this policy.

8. Authors must use the standard institutional affiliation "University of Wolverhampton" in all published research outputs.
9. All research outputs must acknowledge the source of grant funding as stipulated by the research funding body.
10. The University of Wolverhampton fully advocates Green Open Access (self-archiving). Gold Open Access through Open Access or Hybrid journals is only supported where Article Processing Charges (APCs) can be met by the research funder. Gold Open Access publication does not preclude the need to archive a full text copy of journal articles and conference papers in WIRE as detailed below.
11. The University of Wolverhampton Publications Policy requires that from 1st April, 2016
 - a. Bibliographic details of all journal articles and conference papers are uploaded to WIRE no later than three months after they have been accepted for publication⁴.
 - b. A full-text copy of the final accepted peer-reviewed manuscript of journal articles and conference papers is deposited in WIRE no later than three months after it has been accepted for publication. Copies of the final publisher formatted version as it appears in the publication will not normally be acceptable and are likely to breach publisher agreements. Failure to comply with this requirement will usually result in the article being ineligible for consideration in the next Research Excellence Framework.
 - c. Where permitted a full-text copy of other published research output, such as monographs, or monograph contributions, should also be deposited in WIRE.
12. All full-text research outputs in WIRE should be made Open Access on submission except where:
 - a. This would infringe publisher copyright permission
 - b. There are demonstrable confidentiality constraints
 - c. There are demonstrable commercial constraints

Further information relating to requirements in relation to 3rd party copyright, is available in the University of Wolverhampton Statement on Copyright.

13. Individual publishers may require authors to transfer or licence copyright to them before publication. Staff and research students generally own copyright in scholarly works they produce

⁴ Acceptance being defined as the date that confirmation is received from the publisher that the peer reviewed and corrected manuscript has been accepted for publication.

at the University of Wolverhampton⁵ and so are free to enter into such arrangements with publishers. It is the responsibility of staff and students to ensure that they retain sufficient rights to deposit a copy of their work in WIRE and meet the requirements of the remainder of the University of Wolverhampton Publications Policy.

14. Individual publishers may place an embargo period on the Open Access archiving of articles in their publications. Where such an embargo exists, the article must be made Open Access immediately after the last day of the embargo period. This can be automated via WIRE at the time of initial deposit.
15. In addition to complying with this policy, University of Wolverhampton staff and students must also comply with funder policies relating to Open Access and research data management.
16. All documents made available on an Open Access basis in WIRE will be published under a Creative Commons Attribution Non-Commercial Non-Derivative (CC BY-NC-ND) licence. A more permissive licence, but at minimum CC BY, will be applied on request if, for example, that is a funding requirement.
17. To ensure individual authors and the University are correctly credited for their research output, it is recommended that as of April, 2016 all deposits to WIRE should be accompanied by an individual ORCID identifier⁶. This should also be used on any personal University of Wolverhampton web page, and throughout the research lifecycle including, when submitting publications and when applying for research grants.
18. Authors must ensure that they comply with publisher copyright when sharing their published research output online. This can be assured by referring to the full-text Open Access copy archived in WIRE.
19. This policy applies to all University of Wolverhampton research outputs including those published by research students. It mandates the Open Access publication of all journal articles and conference papers on the basis of RCUK and HEFCE requirements. It also encourages the deposit of other forms of published output into WIRE on an Open Access basis where permitted. This includes monographs and articles or letters published in the press which all provide a permanent record of University research activities.

Definitions

Green Open Access: The author self-archives a copy of their research paper into an open, web accessible repository. Many HE institutions host their own repositories, but there are also a wide number of subject focused open access repositories. Deposit involves submitting both metadata (e.g. author, title, journal, keywords) and a full text copy of the paper. Although publishers do not typically permit the publication of their final formatted version as it appears in the journal, most do permit the use of the final peer reviewed manuscript which an author submits prior to final type setting. Some journals impose an embargo period during which Open Access copies cannot be made available. The Sherpa Romeo service available at <http://www.sherpa.ac.uk/romeo/> is a searchable

⁵ Further information relating to the ownership of copyright in scholarly communications produced by staff and students is available in Academic Staff – General Terms and Conditions and Research Degree Regulations. Guidance relating to non-copyright Intellectual Property is available in the University of Wolverhampton Intellectual Property Policy.

⁶ <http://orcid.org/>

database containing the open access policies of journals, including any embargo period imposed. Further information about depositing in WIRE is available at <http://www.wlv.ac.uk/lib/research/wire/>

Gold Open Access: A wide number of journals are available on an Open Access basis (they are published online and freely accessible to all). In most costs of producing such journals are met by charging authors and article processing charge (APC). In a few cases, publication may be free, or it may be possible to offer peer review services in place of paying full APC charges. APCs for University of Wolverhampton authors must be met through the research funder.

Hybrid Open Access Journal: Some journals charge a traditional subscription fee, but make some articles available on an Open Access basis where authors pay APCs.

ORCID: A digital identifier unique to every researcher. It provides a means of unambiguously identifying an individual researcher through the research lifecycle from grant application to publication and facilitates automatic linking between an individual and their professional activity. Researchers can set up their own ORCID at www.orcid.org

Predatory Publishers: The ease of online publishing has resulted in the emergence of journals which use questionable tactics to generate revenue from the publication of research, despite providing little or no quality control. Such publishers often target early career researchers and claim to offer peer reviewed publication in high impact titles with rapid decision making and a quick turn-around to publication. They may present themselves as Gold Open Access publishers and charge the author a fee for publication (often not transparent upfront). However, they in fact don't provide rigorous peer review, use bogus metric data to demonstrate impact and will often publish unquestioningly material of dubious academic quality. LIS provide [guidance](#) on choosing reputable and high impact titles for your publication and your [Liaison Librarian](#) can advise if you have any doubt about the suitability of journals you are considering for publication.

WIRE: Wolverhampton Institutional Repository and E-theses is the University's Open Access repository, accessible at www.wlv.ac.uk/lib/wire. Instructions for archiving in WIRE are available at <http://www.wlv.ac.uk/lib/research/wire/> and further assistance is available from your faculty Liaison Librarian.

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