Policy on Research Publications and Copyright
Effective from 1st August 2022

1. Purpose

The purpose of this policy is to ensure all journal articles and conference proceedings are available open access as required by research funders including UKRI, Wellcome Trust and others in cOAlition s.

2. What is covered by the policy?

This policy applies to peer-reviewed research articles (including reviews and conference papers) that are accepted for final publication in either a journal, conference proceeding with an International-Standard Serial Number (ISSN), or publishing platform. The policy applies to research publications which are authored or co-authored while the person is a staff member of Newcastle University. It also includes any third-party content where the rights in that content have been secured. Any research publications submitted or accepted for publication before the adoption of this policy are exempt.

Whilst the policy does not apply to monographs, books, book chapters, edited collections or other research outputs falling outside of the definition above, the University strongly encourages researchers to make them as openly available as possible.

3. Who does the policy apply to?

The policy applies to all members of staff (with a contract of employment) who produce research publications (as defined above) as part of their role at Newcastle University. The policy also applies to any students, who as part of their role working with a staff member, produce research publications (as defined above). This policy does not apply where a student is the sole author.

4. Roles and responsibilities

This Policy will be owned by the Registrar and approved by Senate. Its interpretation and implementation will be the responsibility of the Library. Research Strategy and Development will provide the necessary support to facilitate compliance with the policy.

5. Policy

Traditional publication models require authors to grant publishers an exclusive right to publish their work, or to transfer copyright to the publishers. Reuse of the published work is subsequently controlled by the publishers and authors retain limited rights about when, where, how and with whom their output can be shared. Access to published research output is in effect paywalled, with access controlled by the publisher. This approach is increasingly divergent from funder requirements and opposes the open research agenda. To address this conflict, and like our contemporaries, we are instigating the following course of action.

Newcastle University hereby confirms the current practice that members of staff own the copyright to their research publications.

Upon acceptance of publication each member of staff agrees to grant Newcastle University a non-exclusive, irrevocable, worldwide licence to make manuscripts of their research publications publicly available under the terms of a Creative Commons Attribution (CC BY) licence, or a more permissive licence if appropriate.

After granting the licence, each member of staff will provide an electronic copy of the accepted manuscript of each research publication at no charge to Newcastle University in an appropriate electronic format (such as PDF).

Newcastle University will ensure the accepted manuscript is deposited in a digital repository, with article metadata usually available immediately upon deposit. The accepted manuscript will be made accessible to the public on the date of first (usually online) publication (or the conference end date for conference proceedings) under a Creative Commons Attribution (CC BY) licence.

Given the nature of this policy it is recommended that authors start discussions with any co-authors at the earliest opportunity.

6. Related regulations, statutes and policies

This policy only applies to first copyright in authored research publications. It does not extend to other Intellectual Property Rights in research, which is covered in the University's Policy on Ownership, Protection and Exploitation of Intellectual Property for Employees.

This policy should be read in conjunction with the following University policies and guidelines:

- Open Research institutional position statement
- Open Access Policy Statement
- Attribution of Authorship Guidelines

7. Procedure to implement the policy

The research publication metadata and accepted manuscript should be placed within the University's Current Research Information System (CRIS) at the earliest opportunity. By doing so each staff member will be signalling their compliance with the policy. The University will take this action as our right to make the accepted manuscript accessible to the public.

8. Monitoring and reporting on compliance

Monitoring will be via the University's standard reporting mechanisms.

What will be monitored?	Frequency	Method	Who by	Reported to
Deposit of accepted manuscripts against eligible publications	*Quarterly*	*KPI*		*URIC*

9. Failure to comply

The University recognises that there may be situations where it is difficult for a member of staff to comply with the policy. In these cases staff should contact the library team at the earliest opportunity to discuss options.

Document control information		
Does this replace another policy?	~~Yes~~ / No If yes please state.	
Approval		
Approved by: Senate	**Date:**	**30th June 2022**
Effective from:	**1st August 2022**	
Review due –	**1st August 2027**	
Responsibilities		
Executive sponsor:	**Professor Brian Walker**	
Policy owner: (This maybe an officer or Committee)	**University Research and Innovation Committee**	
Person(s) responsible for compliance:	**Mrs Jill Taylor-Roe**	
Consultation		
Version	**Body consulted**	**Date**
Equality, Diversity and Inclusion Analysis:		
Does the policy have the potential to impact on people in a different way because of their protected characteristics? ~~Yes~~/ No/ ~~Unsure~~		
If yes or unsure please consult the Diversity Team in HR for guidance		
Initial assessment by: **Pete Wheldon**	**Date:**	**15th June 2022**
Key changes made as a result of Equality, Diversity and Inclusion Analysis N/A		
Document location		
https://www.ncl.ac.uk/research/researchgovernance/policies/		