

Open Access Policy of Tomas Bata University in Zlín



**Institutional Quality and Development of Science Strategy at TBU in Zlín**

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Preamble

The aim of the open access policy is to promote the achievements in science and research at Tomas Bata University in Zlín (hereinafter referred to as “TBU”) and to achieve international standards in the R&D process at TBU. This document sets out the TBU’s policy on open access (Open Access - OA) to scientific publications and research data (FAIR Data). The policy defines the principles and rules for the dissemination of the results of the R&D process at TBU in the OA mode and sets out the conditions for achieving the goal.

Article 1

General provisions

1. Open access to scientific information means free and unrestricted online access to information with the right to re-use the content. It provides permanent, immediate, free online access to the full text of published scientific results without restriction for anyone.
2. This policy applies to all scientific and specialist publications that are employee works as specified in § 58 of Act No. 121/2000 Coll., the Copyright Act, created while the author was an employee of TBU. It applies to all peer-reviewed publication outputs of TBU authors, namely journal articles, conference papers, monographs, book chapters, or other materials that are outputs of projects supported by public funds.
3. Another area covered by the policy is research data management. Research Data Management (RDM) refers primarily to the organisation, storage and long-term preservation of data generated during the research process, in particular in accordance with the FAIR principles (Findable, Accessible, Interoperable, Reusable).

Article 2

Legislative framework

TBU’s open access policy is influenced by national and European documents and legislative acts that regulate this area. These include:

1. The **Commission Recommendation 2018/790 on Access to and Preservation of Scientific Information**, which states that Member States’ Open Access policies should aim to provide researchers and the general public with free, open and non-discriminatory access to peer-reviewed scientific publications, research data and other research outputs at the earliest possible stage of their dissemination, and to enable the use and re-use of scientific research results. The Recommendation also emphasises the sharing of scientific data, which should be findable, accessible, interoperable and reusable (FAIR).
2. The **National Policy on Research, Development and Innovation of the Czech Republic 2021+**, which has as one of its strategic objectives to ensure open access to the results of R&D supported by public funds. The policy also emphasises the participation of research teams in European research projects that require open access.
3. The **National Strategy for Open Access to Scientific Information of the Czech Republic for 2017-2020**, which defines the individual concepts, roles, principles and priorities in the field of Open Access.
4. The **Concept of the Information System for Research, Experimental Development and Innovation for the period 2021-2025** - measure 2.5 aims to ensure support for open access to scientific information, including the provision of technical and software resources – openly accessible repositories of scientific publications will be linked to the Information Register of R&D Results (RIV). Open access will be ensured for individual publications resulting from publicly funded research, development and innovation.
5. The **Strategic Plan of the Ministry of Education, Youth and Sports for the period from 2021**, according to which the Ministry of Education, Youth and Sports will promote the implementation of open access to the results of research and development funded from public sources in accordance with the National Strategy for Open Access to Scientific Information of the Czech Republic and integration in the European Research Area.
6. **Directive 2019/1024 of the European Parliament and of the Council of the European Union on Open Data**, Article 10 of which concerns research data and requires Member States to adapt their policies towards open access to publicly funded research data. The basic idea of the Directive is to make data available in accordance with the principles of “as open as possible, as closed as necessary”, i.e. to make data available as much as possible unless other considerations prevent it (e.g. personal data or data related to national security, etc.)

Other documents and legislative acts under preparation/requesting comments:

1. **National Strategy for Open Science 2021+** (responsibility of the Council for Research, Development and Innovations).
2. **Pending Amendments to Act No. 130/2002 Coll. on Support for Research, Experimental Development and Innovation from Public Funds and on Amendments to Some Related Acts (the Act on the Support for Research, Experimental Development and Innovation), as amended,** to implement Directive 1019/1024 of the European Parliament and of the Council of the European Union on Open Data. According to the Act, recipients of public funding must address data management, accessibility and dissemination in accordance with the principle that research results and research data should only be made public in justified cases (the principle of “as open as possible and as closed as necessary”).

Article 3 Policy goals

TBU is committed to the transparent and non-discriminatory dissemination of research results produced at the University. TBU is interested in making the results of its research activities as visible, usable and impactful as possible for other scientists and organisations, thus increasing the prestige and influence of the University. With this in mind, TBU aims to increase the proportion of its publications that are openly accessible. This objective can be achieved in three basic ways - the Gold, Green and Platinum Open Access routes (see Articles 4, 5 and 6). This includes depositing publications in an institutional repository. TBU is interested in having all publication activities of TBU authors stored in one place. This will allow efficient management of academic output, while reducing the risk of plagiarism and enabling effective text searching and data mining for TBU authors. The aim is to make all publications by TBU authors available in the TBU Repository in Open Access mode, where the publisher’s licensing terms allow.

This includes fair treatment of research data generated in the R&D process (see Article 7). The aim is the effective management of research data, its long-term preservation, visibility and possible accessibility. The possibility of verifying the correctness of the result enhances the quality of the research process and enables its reproduction. The opportunity to reuse data once obtained speeds up the innovation cycle and saves costs.

The policy also aims to raise awareness of open access and modern trends in scientific communication among TBU staff and students.

Article 4

Implementing the gold route to open access

1. The gold route to open access means publishing in peer-reviewed open publishing platforms. This ensures immediate open access to the publication on the journal’s or publisher’s website.
2. The final version of the publication is also stored and shared through the institutional Repository of Publications of TBU. By depositing the article in the Repository, long-term archiving and availability of the article is ensured.
3. TBU supports publishing in fully open access journals, taking into account their quality. Authors are advised to publish in peer-reviewed journals (e.g. included in the Directory of Open Access Journals (<https://doaj.org/>)).
4. In order to prevent the publication of papers in low-quality (predatory) journals, authors have the opportunity to use the control mechanisms provided by the University before submitting the paper to the editorial office of an open access journal. These include access to the Cabell’s database of predatory journals or the quality control service offered by the TBU Library.
5. Publishing in open access journals is often associated with the need to pay Article Processing Charges (APCs). The rules for payment of author fees are addressed in a separate directive.

Article 5

Implementing the green route to open access

1. Green open access means ensuring open access by inserting the article into a publicly accessible repository (by self-archiving the article) and then making it available in accordance with the publisher’s terms and conditions, i.e. immediately or at the end of the embargo period.
2. The embargo period is the period of time specified by the publisher after which a publication deposited in the repository may not be openly accessible. The embargo period begins on the date of official publication.
3. The publicly accessible institutional repository of TBU is the TBU Publications Repository (hereinafter referred to as the Repository) available at <http://publikace.k.utb.cz/>.
4. Each entry in the Repository has a unique handle identifier and the Repository is indexed by Google Scholar and other search services and repositories, thereby promoting the visibility and citation of published papers. Citation metrics are available for each record.
5. In accordance with the publisher’s self-archiving policy, an electronic copy of the publication in its final form is made available in the Repository. This may be either the final version of a peer-reviewed manuscript accepted for publication after the review process (postprint) or the publisher’s version of the publication. If available, a preprint (version before peer review) may also be made available in the Repository.
6. The status of the journal or publisher shall be checked by the TBU Library. Most publishers allow articles to be shared as postprints, which can then be distributed via the Repository.
7. Documents are transferred to the Repository for archiving via records in the OBD system. Authors are obliged to attach the postprint and the final version of the article as an appendix to the OBD record within 30 days from the date of publication of the article. The obligation does not have to be fulfilled by the researcher himself/herself, but can be fulfilled by the designated Department/Faculty member in charge of publication reporting. However, the authors need to deliver the postprint to the said person in a timely manner.

Article 6

Open publications

1. TBU is also active in the publishing environment as a publisher of (mostly) scientific publications. Here, too, it strives for maximum implementation of the principles associated with Open Access.
2. All journals published at TBU strive to respect high publishing standards, adhere to ethical publishing principles and clearly define their business model and Open Access policies.
3. Electronic articles and publications published at the University are assigned a persistent DOI (Digital Object Identifier). The aim is to ensure unambiguous global identifiability and easy traceability of scientific outputs produced at TBU.
4. The TBU University Press aims to increase the proportion of electronic publications published under Creative Commons open licences.

Article 7

Research data management

1. Research data can be characterized as any information that has been collected, observed, generated, or produced for the purpose of verifying or reproducing research results. Research data can take different forms and can be both digital and non-digital.
2. The [FAIR](https://www.go-fair.org/fair-principles/) principles describe how data should be processed to make it more Findable, Accessible, Interoperable and Reusable.
3. FAIR data will allow for validation of results, reuse of data once obtained, acceleration of the research cycle and reproduction of the R&D process.
4. TBU is committed to fair handling and transparent dissemination of research data. This implies, in particular, a good metadata description of research data and their long-term archiving and preservation.
5. Fair handling of research data creates the conditions for compliance with legal obligations in this area. TBU continuously monitors the issue of research data management and responds to new legislative requirements that arise in this area. Academics are provided with the necessary support by the TBU Library.
6. In cases (particularly projects) where researchers are required to implement a Data Management Plan (DMP), it is possible to use tools such as [Data Stewardship Wizzard](https://ds-wizard.org/)  or [DMPOnline](https://dmponline.dcc.ac.uk/) to help in its preparation. Support in this area is provided by the Library.
7. Researchers have the possibility to store their research data in the Zenodo repository, where TBU has created an institutional profile.

Article 8

Unique identifiers

1. The open and transparent dissemination of publication outputs is also a prerequisite for the unambiguous identification of authors. This is ensured by so-called unique author identifiers (e.g. ORCID).
2. Authors from TBU are obliged to establish an ORCID ID, which will be used to report the results of R&D activities to the OBD system and then to the national RIV system. The aim is to ensure unique global identifiability of all TBU researchers.
3. The TBU Library provides methodological and practical support in the area of creation and management.

Article 9

Education and support

1. TBU Library raises awareness of open access to scientific information, research data management and current trends in scientific communication among TBU staff and students.
2. The Library maintains an open access website (<https://open.k.utb.cz/>).
3. The Library organises regular training sessions in this area for PhD students, academic staff and administration and technical staff.
4. Information on the open access policy is also communicated through consultations with individual Departments.
5. Through regular meetings, practical workshops and training sessions, a network of staff across TBU is formed who are sufficiently familiar with the overall issue of open access.