

POLICY FOR OPEN ACCESS PUBLICATION

1 APRIL 2022

The Royal Academy of Music moves music forward by inspiring successive generations of musicians to connect, collaborate and create.
Charity number 310007
Company registration number RC000438

MARYLEBONE ROAD, LONDON NW1 5HT
RAM.AC.UK



**UNIVERSITY
OF LONDON**

DEFINITION AND OVERVIEW

1. Open access is the practice of providing unrestricted access via the Internet to peer-reviewed scholarly research.
2. Open access publications have no payment restrictions, meaning that anyone in the world with an Internet connection can access them.
3. Open access compliance has been required for certain types of publication for research that has been publicly funded, or included within a submission to the Research Excellence Framework.
4. Additional requirements for peer-reviewed research articles that are accepted for final publication in either a journal, conference proceeding with an International Standards Serial Number (ISSN), or publishing platform, will come into effect for research submitted for publication on or after 1 April 2022.
5. New requirements for monographs, book chapters and edited collections will come into effect for research published on or after 1 January 2024.

UKRI OPEN ACCESS POLICY

6. In August 2021 UK Research and Innovation published the UKRI Open Access Policy, which applies to all nine research councils including Research England.
7. The UKRI Open Access Policy replaces the REF 2021 open access policy and guidance, and the HEFCE Policy for open access in the post-2014 Research Excellence Framework.
8. The UKRI Open Access Policy is published at the following URL: <https://www.ukri.org/wp-content/uploads/2021/08/UKRI-201221-UKRIOpenAccessPolicy-3.pdf>
9. The UKRI Open Access Policy applies only to particular outputs:
 - a. Peer-reviewed research articles, including reviews and conference papers, that are accepted for final publication in either a journal, conference proceeding with an International Standards Serial Number (ISSN), or publishing platform, submitted for publication on or after 1 April 2022.
 - b. Monographs, book chapters and edited collections published on or after 1 January 2024.

COMPLIANT OPEN ACCESS ROUTES FOR RESEARCH ARTICLES

10. There are two routes of open access publication for research articles: Route 1 and Route 2.

ROUTE 1

11. In Route 1 research is published in a journal or publishing platform which makes the Version of Record immediately open access via its website.
12. The Version of Record must be free and unrestricted to view and download, and must have a Creative Commons Attribution (CC BY) license, or other, similar license as permitted by UKRI.

13. Route 1 includes fully open access journals or platforms and 'hybrid' journals or platforms, which must meet the minimum technical standards that facilitate access, discovery and reuse, as defined by UKRI.

ROUTE 2

14. In Route 2 research is published in a subscription journal; in addition, the Author's Accepted Manuscript (or Version of Record, where the publisher permits) is deposited in an institutional or subject repository at the time of final publication.
15. The deposited version must be free and unrestricted to view and download, and must have a CC BY license, or other license permitted by UKRI.
16. The repository must meet the minimum technical standards that facilitate access, discovery and reuse, as defined by UKRI.
17. A publisher-requested delay, or 'embargo period' between publication of the Version of Record and open access of the deposited version is not permitted.
18. For an article to be published under Route 2, submissions must include the following text: "For the purpose of open access, the author has applied a 'Creative Commons Attribution (CC BY) license' to any Author Accepted Manuscript version arising" (where permitted by UKRI, other licenses may be stated instead).

DATA ACCESS STATEMENT

19. Research articles must include a Data Access Statement, even where there are no data associated with the article or the data are inaccessible. This informs readers where the underlying research materials associated with a paper are available and how the research materials can be accessed.

REQUIREMENT FOR LONG-FORM PUBLICATIONS

20. For in-scope monographs, book chapters and edited collections:
- a. the final Version of Record of the Authors Accepted Manuscript must be free to view and download via an online publication platform, publishers' website, or institutional or subject repository within a maximum of 12 months of publication
 - b. the open access version must have a CC BY license (or other license permitted by UKRI) and allow the reader to search for and reuse content, subject to proper attribution
 - c. the open access version should include, where possible, any images, illustrations, tables and other supporting content
 - d. where an Author's Accepted manuscript is deposited, it should be clear that this is not the final published version.

ROYAL ACADEMY OF MUSIC POLICY

21. The Academy requires researchers to arrange open access for all research publications that fall within the scope of the UKRI policy; namely, journal articles or conference proceedings (with an ISSN) that are accepted for publication after 1 April 2022 and monographs, book chapters and edited collections that are published on or after 1 January 2024.
22. The Academy encourages researchers to arrange open access for research publications that fall outside the scope of the UKRI policy.
23. Where open access is not possible for research publications that fall outside the scope of the UKRI policy, the Academy encourages researchers to explore near open access solutions that do not conflict with the publisher's business model. Examples include, but are not limited to: a complete, but not downloadable, online preview of a composition score or edition; the inclusion of a commercial recording on a free streaming site.
24. Where no form of open access is possible for research publications that fall outside the scope of the UKRI policy, the Academy encourages researchers to publish accompanying research materials in an open access form.

REPOSITORY

25. The Academy's repository for the open access publication of output by Academy researchers is called PRESTO, and can be found at <http://presto.ram.ac.uk>. The repository is managed by the Librarian.

COMMUNICATION AND STAFF TRAINING

26. Staff will be apprised of the open access policy through the following mechanisms:
 - a. information emails sent to all staff with a significant responsibility for research
 - b. dedicated section on open access at future Academic Studies staff training events
 - c. dedicated section on open access at research degree seminars.

SUPPORT

27. Members of the Research Management Team are available to answer questions on open access and to provide help and support in the arrangement of open access for research publications.
28. The Academy will dedicate funds to cover the costs of Route 1 open access publication charges. Researchers are expected to apply to the Research Committee to access these funds.

ONGOING COMPLIANCE MONITORING

29. Compliance with the open access policy will be monitored through the staff appraisal process.

DATA COLLECTION FOR REF AUDIT

30. Researchers will be required to provide relevant metadata for each publication deposited in the institutional repository, including but not limited to: acceptance date; deposit date; publication date; exception details.

RELEVANT DOCUMENTS

31. UKRI Open Access Guide: <https://www.ukri.org/wp-content/uploads/2021/08/UKRI-201221-UKRIOpenAccessPolicy-3.pdf>
32. UK Research and Innovation, shaping our open access policy: <https://www.ukri.org/our-work/supporting-healthy-research-and-innovation-culture/open-research/open-access-policies-review/>
33. University College London open access guide: <http://www.ucl.ac.uk/library/open-access>