

Open Access Mandate

Brunel University London is committed to Open Research, the practice of making the processes and outputs of research transparent and freely accessible wherever possible.

Open Access (OA) improves the dissemination and visibility of our research outputs and raises the impact of our research, in line with our strategic goal to strengthen the University's reputation and profile.

The University supports Open Access publishing via Gold (paid for) and Green routes (archiving) for appropriate publication types. We support the developing open monograph agenda and work to maximise the visibility and discoverability of all forms of our research output.

The Open Access Mandate is designed to set out the steps required to maximise the free accessibility of our research and meet our funder requirements.

Brunel University Open Access Mandate

To comply with the Mandate all staff are expected to:

1. Manage their profiles in the University's research database BRAD, including links to their ORCID number.
2. Ensure that they choose publication routes and licences that meet University and Funder OA requirements wherever possible.
3. Ensure new research outputs are entered onto BRAD **at the point of acceptance**.
4. Include funder information clearly on their output and in the BRAD output record.
5. For journal articles and conference proceedings and open access monographs upload the accepted manuscript at the point of acceptance for dissemination via the University's research archive, BURA, subject to publishers' copyright permissions.

It is the responsibility of the staff member to comply with this Mandate, using the support of Library Services to resolve any queries if necessary.

It is the responsibility of Colleges to assure staff compliance with the Open Access mandate. Compliance rates for Open Access form part of the University KPIs and College Research Plans.

Advice on compliance

Scope

- All research output types are subject to items 1 to 4 of this mandate. Journal articles, conference proceedings and open access monographs are also subject to item 5.
- Research Data are considered to be research outputs however they are not automatically covered by this Mandate. However, all publications should include a Data Access Statement in line with the University Research Data Management Policy.

Staff responsibilities

To be compliant with this Mandate:

- For journal articles and conference proceedings, colleagues **should use the [Plan S Journal Checker](#) prior to submission** and follow the guidance outlined on the [supporting Library pages](#) to ensure OA compliance for funder and REF.
- **Details of all final-text outputs should be loaded onto BRAD as soon as possible after the point of acceptance for publication and no later than one month after this date.** This is the date given in the final acceptance letter or email from the publisher to the author.
- Outputs which do not follow this publication pattern **should be loaded onto BRAD within two months of the point when the output enters the public domain.**
- Where a funder has specific Open Research requirements it is the responsibility of the staff member to comply with these in addition to the Mandate. Library Services will offer advice and support on this where required.

Funded research

- Funded staff should take particular care to ensure that their chosen publication route meets the Open Access requirements of their funder and act, on submission, to retain sufficient rights to provide the final manuscript for Open Access, in lieu of assigning copyright to publishers.
- Where the author preferred place of publication does not allow Open Access in line with University or funder policy advice should be sought from Library Services **prior to submission.**

More information

- Please note, this Mandate is linked to the University Research Publications Policy and University Research Data Management Policy contained in the Research Integrity Code.
- Colleagues are advised to refer to both when planning their projects and publications. Research funders may have additional open research requirements which you may need to consider: [Policies and documents | Brunel University London](#)
- To access the University's BRAD research database and BURA archive please see the web page: [Managing your research profile](#)
- Library Services provides support on Open Access, journal selection, licence choice and Research Data Management: [Open Research and Rights | Brunel University London](#)

This Mandate was first approved by Senate in 2009. It was last reviewed and updated in December 2021.