The university has agreed the following mandate*:

That deposition in the institutional repository (OpenAIR) is required where this is allowable by publishers. This represents a commitment to “green” OA (archiving within an institutional or discipline repository), rather than “gold” OA (where additional payment is required by the author or authors institution to the publisher to publish in a journal and make the article openly accessible). This approach ensures wide dissemination and cost effective compliance with future REF requirements.

All research papers (including journal articles, conference proceedings, book chapters and similar material) should be made available in an open access form.

All staff are required to make their research outputs open access wherever possible through the university repository.

All research papers (including journal articles, conference proceedings, book chapters and similar material) should be made available in the university repository either in the form of the author’s final manuscript or the formally published version (where copyright allows). These should be made available in OpenAIR, the RGU Institutional Repository, upon acceptance of publication but no more than 3 months later**. Where it is not possible to deposit an open access version of the full-text paper a record of publication should be created in OpenAIR with a link to an externally held version. Details of items which are not accessible on Open Access (either on publication or after an embargo period) will not be included in OpenAIR.

All research papers (including journal articles, conference proceedings, book chapters and similar material) should be made available in the university repository either in the form of the author’s final manuscript or the formally published version (where copyright allows). These should be made available in OpenAIR, the RGU Institutional Repository, upon acceptance of publication but no more than 3 months later**. Where it is not possible to deposit an open access version of the full-text paper a record of publication should be created in OpenAIR with a link to an externally held version. Details of items which are not accessible on Open Access (either on publication or after an embargo period) will not be included in OpenAIR.

Staff will use the phrase “Robert Gordon University” within the research output when stating the address of the originating university. Using this address convention will simplify searches that may be carried out for assessment of research quality, compiling league tables or other purposes.

Where external funding is available to meet the costs of open access article processing charges researchers should include relevant costs in their grant applications, taking advantage of opportunities to publish their work with immediate open access upon publication. Where funding is available but not sought this may lead to additional embargo periods being applied by the publisher.

Where appropriate, staff should negotiate with publishers and assign a licence to publish as opposed to assigning copyright to journals.

If a researcher wishes to publish via “gold open access” and wants university financial support, this will be considered if the paper is likely to be returned for REF (and is of at least 3* quality). However, this would need to be in tandem with a fund being set up by the university and agreement on where the researcher is to direct a bid for such funding.
*Please see our Open Access Guide or the accompanying Guidelines on the publication of research: written publications for information about the Post-REF 2014 requirements that informed the implementation of this mandate.

**Since acceptance of this mandate by the Research Committee in October 2014, HEFCE have issued updated guidance about the timescales for making papers open access. Please see our Open Access Guide or the accompanying Guidelines on the publication of research: written publications for details of the extended time frame that is applicable until 1st April 2017.