

## CCCU Open Access Policy [2023]

1. The University has a preference for Green<sup>1</sup> Open Access as way of achieving a wider and more feasible form of access to its publications but supports Gold<sup>2</sup> Open Access where appropriate and within available resources.
2. The University requires that all research outputs produced by its staff as part of their employment by the University are registered in the Research Space Repository and, **where allowed by the publisher**, that a 'full text' of written outputs (journal articles, book chapters and monographs) be deposited at the same time or as soon as permitted. This should be done in a timely manner; preferably within one month of and **required to be within three months of acceptance**. Where and when allowable the full text should be the 'version of record' or the 'author's accepted manuscript'.
3. Authors may consider including a [rights retention statement](#) when submitting an article for publication. A rights retention statement ensures a Creative Commons (CC BY) licence is applied to your accepted manuscript in the repository, and the manuscript will be made available on the repository without embargo.
4. Regarding journal articles and open access books and book chapters: If the publisher only allows deposit in a repository after publication or has an embargo period post-publication then it should still be archived in the institutional repository. Library and Learning Resources staff will check the publisher's policy and apply access and embargo settings to comply with the publisher's requirements. If the article, book, or book chapter is to be Gold Open Access then the version of record can be uploaded on the institutional repository upon publication. This policy does not preclude the use of subject repositories to enable open access but **requires that any publications**

---

<sup>1</sup> Green: where a version of the final article, book, or book chapter can be placed by the author in an (or many) Open Access repository. Often the article cannot be made freely available until after an embargo period (typically 6-24 months).

<sup>2</sup> The Gold route follows the normal book or journal publishing route except that on receipt of an Article Processing Charge (APC) the journal makes that individual book, book chapter, or journal article immediately freely available to readers without subscription or payment by the reader.

**made available through subject repositories are also available through the institutional repository.**

5. When depositing the authors accepted manuscript in Research Space, authors must grant the University the default licence presented as a minimum which includes the terms of a Creative Commons CC-BY-NC-ND\* (Creative Commons Attribution Non-Commercial No Derivatives) licence for readers' use of the manuscript.
  
6. University employees must comply with any Open Access requirements of their research funder which exceed those required by this policy. Amongst these requirements, authors should note that where UK Research Councils' funding is used to pay for Gold Open Access article publishing charges, they must ensure that the publisher makes the article available under a CC-BY\* (Creative Commons Attribution) licence.

\*For a full explanation of Creative Commons licences please see <https://creativecommons.org/about/ccllicenses/>