

APPROVED BY  
Rector of Vilnius Gediminas Technical  
University  
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## **VILNIUS GEDIMINAS TECHNICAL UNIVERSITY GUIDELINES ON OPEN ACCESS TO RESEARCH DATA AND SCIENTIFIC PUBLICATIONS**

### **I GENERAL PROVISIONS**

1. Vilnius Gediminas Technical University (VGTU) supports the principles of the European Union for open access (OA) to publicly funded research outputs and the accessibility of these outputs without any financial, technical or legal restrictions.

2. VGTU approves the possibility to perform a free search in open access publications and/or in the data related; also approves the reuse of these outputs invoking automated data processing as long as it does not violate copyright law.

3. VGTU seeks to disseminate information about open access and its benefits throughout the researchers' community and throughout the users; supports and encourages the global, national, regional and institutional OA initiatives.

4. VGTU declares the guidelines on Open Access to Research Data and Scientific Publications (hereafter referred to as the "Guidelines") according to European Commission Directorate-General for Research & Innovation Guidelines on Open Access to Scientific Publications and Research Data in Horizon 2020<sup>1</sup> and the Guidelines on Open Access to Scientific Publications by Research Council of Lithuania<sup>2</sup>.

### **II GOAL, OBJECTIVES, SCOPE**

5. The goal of the Guidelines is to declare the position of VGTU on open access and to provide the researchers performing research or dissemination projects with the main OA principles of publicly funded publications and data.

6. The objectives:

6.1. to ensure the dissemination of research outputs and research knowledge; to encourage a more active collaboration among researchers; to reduce a number of uniform and uncoordinated research

6.2. to increase research credibility, transparency of receiving data and of its support, to foster academic ethics;

6.3. to facilitate the interaction between science and business, science and policy-makers and social partners;

6.4. to establish conditions for greater social and economic returns of scientific results.

7. The Guidelines are applied for scientific research data and works published under publicly funded research and dissemination projects.

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<sup>1</sup> European Commission Directorate-General for Research & Innovation Guidelines on Open Access to Scientific Publications and Research Data in Horizon 2020 –

[http://ec.europa.eu/research/participants/data/ref/h2020/grants\\_manual/hi/oa\\_pilot/h2020-hi-oa-pilot-guide\\_en.pdf](http://ec.europa.eu/research/participants/data/ref/h2020/grants_manual/hi/oa_pilot/h2020-hi-oa-pilot-guide_en.pdf)

<sup>2</sup> Guidelines on Open Access to Scientific Publications by Research Council of Lithuania, dated February 29, 2016, Decision No VIII-2

### III DEFINITIONS

8. The following terms are used in the Guidelines:

8.1. **Open Access to research data and scientific publications** (hereafter referred to as the “Open Access”). Unrestricted and free of charge online access to peer-reviewed scholarly research, scientific research articles, research data and data underlying publications, curated data and/or raw data permitting the end-user to read, to copy, to crawl and mine<sup>3</sup> without copyright infringement.

8.2. **Open access repository** (hereafter referred to as the “Repository”). A technical infrastructure for collecting, preserving, and disseminating digital copies of the intellectual output together with metadata. Repositories can be national, institutional, disciplinary or specialized, widely recognised by certain academic community.

8.3. **Open access journals**. Online research journals that exclusively comprise peer-reviewed articles accessible free of charge for the end-user. A user can create derivative works from these articles if allowed by Creative Commons (CC-BY)<sup>4</sup> licencing.

8.4. **Gold Open Access**. Publishing research articles in open access journals, when the research can be made immediately available online, because the publication cost is cover by other sources instead of the subscribers.

8.5. **Data**. Research results collected or obtained during research, that can be presented and made available together with the publications or can be stored in repositories, the access in which is provided by the administrative institution. Data can have an identifier and metadata.

8.6. **Embargo period**. A length of time that publishers set before authors are allowed to make publications freely available in an open access repository or by other means of open access.

8.7. **Identifier**. Unique and permanent digital object identifier used for identifying content objects in the digital environment.

8.8. **Hybrid journals**. Research journals published under a subscription model with open access granted to individual articles on payment of a publishing fee or of Article Processing Charges.

8.9. **Metadata**. A structural information describing data itself and facilitating its search, usage and management. Usually metadata includes title, author, affiliation, funding institutions, publication data, publication place etc.

8.10. **Researcher**. A member of academic community doing research work and preparing research publications.

8.11. **Version of Record**<sup>5</sup>. A fixed version of a journal article that has been made available by any organization that acts as a publisher by formally and exclusively declaring the article published. The version of record is associated with the journal metadata.

8.12. **Post-print**. The version of the paper article after peer-review but before publication.

8.13. **Digital copy**. The final digital version of the author’s manuscript.

8.14. **Green Open Access**. Depositing the research publication to institutional repository immediately after publication or after the embargo period.

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<sup>3</sup> More about Data Mining –

[http://www.scienceurope.org/uploads/PublicDocumentsAndSpeeches/WGs\\_docs/SE\\_Briefing\\_Paper\\_textand\\_Data\\_w eb.pdf](http://www.scienceurope.org/uploads/PublicDocumentsAndSpeeches/WGs_docs/SE_Briefing_Paper_textand_Data_w eb.pdf)

<sup>4</sup> More about Creative Commons – <https://creativecommons.org/licenses/>

<sup>5</sup> More about NISO RP-8-201x Journal Article Versions (JAV)

[http://www.niso.org/apps/group\\_public/project/details.php?project\\_id=117](http://www.niso.org/apps/group_public/project/details.php?project_id=117)

#### **IV OPEN ACCESS TO RESEARCH DATA**

9. Research data obtained from projects funded publicly must be stored in open access according to requirements of the funding institution.

10. Project manager has to ensure the digital preservation of the data obtained from the project and to deposit to open access repository meeting the project requirements.

11. Other project executives obligations related to open access are imposed on project financing agreements.

12. Data has to be deposited to a repository, has to be given an identifier and its metadata immediately made available. The metadata has to be completely open, accessible and machine-readable.

13. Data on which research publications are prepared must be openly accessible at the same time as the publication. The data must be made available in repositories or other ways indicated by publishers or publications and linked to the relevant publications.

14. Researches are recommended to deposit their data in Lithuanian Data Archive of Humanities and Social Sciences (LiDA) or the National Open Access Research Data Archive (MIDAS) or other repositories recognized internationally and approved by the funding institution.

15. The Guidelines for open access to research data (or to a part of it) may not apply if:

15.1. Data was not obtained during project or the research publication is not based on original data, i.e. it was not obtained or created during the project.

15.2. it is necessary to protect the research outputs in order to use the data for commercialization or industrial development;

15.3. making data available is not compatible with the confidentiality requirements;

15.4. making data available is not compatible with personal data protection requirements;

15.5. making data available would prevent reaching the project objectives;

15.6. there are other legal reasons for not opening the data.

#### **V OPEN ACCESS TO RESEARCH PUBLICATIONS**

16. VGTU researches (authors) are recommended to choose Gold or Green open access:

16.1. Choose Gold open access in a journal that has no fees. If the journal has a fee, Gold open access should be chosen only in case of the publishing expenses being funded by Lithuanian or foreign institutions.

16.2. When choosing Gold open access give priority to the journals which allow the author to maintain the copyright (©) and which use Creative Commons Attribution Licencing CC-BY.

16.3. VGTU does not support the Gold open access when the publications are published in journals with a subscription model applying hybrid open access.

16.4. When choosing Green open access, publication can be deposited in the repository as a post-print until the time when the publication is published.

17. The recommendation is to choose a repository, which gives an identifier and opens the metadata immediately. The metadata has to be completely accessible, searchable and machine-readable even when the publication has an embargo period.

18. The post-prints in the repositories have to have direct links to the official versions when the publication had already been published in a research journal.

19. To publish in the journals that apply an embargo period of no longer than 6 months for biomedical, physical, technological and agricultural sciences and an embargo of 12 months for humanities and social sciences.

20. Digital copies of the publications have to be deposited to the repository immediately after accepted for publication, or accordingly to the related documents, e.g. project financial agreements.

## **VI IMPLEMENTATION AND DISSEMINATION OF THE GUIDELINES**

21. Implementation and of the Guidelines on Open Access to Research Data and Scientific Publications is the responsibility of the following VGTU departments: Science and Research Office, Knowledge and Technology Transfer Centre, Press „Technika“, Library (hereafter referred to as the “Departments”).

22. The departments supervise the accordance of the publication metadata in the repository to the certain metadata in the databases.

23. The departments organize seminars, workshops, events and provide consulting on open access issues.

## **VII FINAL PROVISIONS**

24. Academic freedom of researchers‘ choice of a publisher is not limited by the Guidelines however, the researchers are encouraged to choose open access publications.

25. Researchers are recommended to choose only the best open access journals.

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