

"MU Academic Open Access and Institutional Archive Policy, dated July 19, 2016 and MU Senate Meeting 2016/348-5."



**T.C.
MARMARA UNIVERSITY**

ACADEMIC OPEN ACCESS AND INSTITUTIONAL ARCHIVE POLICY

ISTANBUL 2016

MARMARA UNIVERSITY

ACADEMIC OPEN ACCESS AND INSTITUTIONAL ARCHIVE POLICY

1. PURPOSE

The aims of Marmara University Open Access and Institutional Archive Policy are as follows:

- a. All kinds of academic materials produced in printed and electronic media within Marmara University collecting the studies together and organizing them in accordance with open access standards within the university Establishment of an institutional academic archive system.
- b. Open access data of the university through the institutional academic archive system, national and to share with data in international open archive systems.
- c. Considered in appointments and promotions at the university and other internal evaluations To ensure that scientific studies are stored in institutional academic archives.
- d. To compile the academic studies produced in accordance with the standards and to ensure its preservation in archives.
- to. Shared scientific publications are made available to the world scientific community in accordance with open access standards to put at your service.
- f. It is our university and our responsibility to publish the research outputs of universities as Open Access. Therefore, Turkey's recognition at the academic level and public interest in new research and ensuring more project support from the private sector.

2. SCOPE

Open access and institutional archives policy is made directly or indirectly by the university. supported by university members (academic and administrative staff and students)

It covers all academic studies carried out. University members outside the university Their academic studies can be stored in this archive upon their request.

By developing an open access platform, university members can access scientific articles, papers and projects. Publications such as reports, course materials and theses can be entered into the open archive of the university and these resources to all stakeholders within the framework of legislation regulating scientific ethics and copyrights. Includes presentation.

Any academic work of university members has not been previously published in another open access archive. If it has been stored, it does not need to be stored again in the open access archive. However, the researcher's request If so, the study in question may also be stored in the open access archive.

3. BASIS

This text has been prepared based on Article 12/c of the Higher Education Law No. 2547.

4. DEFINITIONS

Contained in this text;

- a. Open Access: Any work carried out by members of Marmara University. To have free digital access to academic studies without any restrictions,
- b. Academic Study: Published in an academic journal after being peer-reviewed. Articles, theses, papers, project outputs and open course materials that have earned the right,
- c. Personal Archiving: Studies to which Marmara University members contributed scientifically The process that includes storing it in an open access archive,
- D. Department: Marmara University Library and Documentation Department,
- to. Head of Department: Head of Marmara University Library and Documentation Department, expresses.

5. PRINCIPLES

Long-term compilation and preservation of academic studies of university members is as follows:

It is carried out within the framework of the principles:

- a. The latest versions of all academic studies to which university members contributed scientifically
It is stored in the open access archive. Individual works whose access is partially or completely blocked is outside this principle.
- b. The Department is a university that stores its academic studies in its open access archive.
helps its members.
- c. The Department is responsible for compiling and compiling all academic studies in the open access archive.
It ensures long-term preservation through safe storage.

6. PROCESSES

University members must comply with the principles listed above and be published in an academic journal.

To support the highest level of access to approved academic studies, the following:

follows the processes:

- a. Storage: By going through referee evaluations, provided that it is not later than the publication date,
An open access digital copy of the article that has been approved for publication in an academic journal
It is delivered to the department head to be stored in its archive and stored.
The work with intellectual contribution will be in the open access archive to be operated by the
Department.
It is stored publicly in accordance with open distribution and preservation principles. Study,
Within the framework of copyright regulation and other relevant legislation, university members
all over the world, without violating the terms of agreements made with publishers.
It is stored in an open access archive with a valid license agreement.
- b. Storage Responsibility in Multi-Author Works: Collaboration of authors from different institutions
The storage of the source is determined by the authors of the studies prepared with
Available by reference from the lead author.
- c. Open Access/Selective Delayed Open Access: Legislation regarding authors, intellectual and artistic
works
used in the storage process in order to make their studies available to the public immediately within the
framework of
settings of the open access software by selecting "immediately available for open access"
is supported to achieve it. Agreements made with publishers upon author's approval
Access to studies is divided into two headings, taking into account personal archiving options and
personal archiving options.
applicable:
 - i. Public Access
 - ii. Open Access After the Period of Partial or Complete Access Blocking

7. OPEN ACCESS COORDINATION BOARD

Rectorate to implement the open access and institutional archive policy determined by the Rectorate.

An "open access coordination board" is established within the organization. Board, library and documentation four from the field of social sciences under the chairmanship of the vice rector responsible for the department, two from the field of educational sciences and fine arts, two from the field of science and engineering sciences, two from the field of health and It consists of a total of 11 faculty members, including two from the field of sports sciences. Members, professor He is appointed by the rector from among the faculty members who have the title of doctor. Secretariat affairs of the board It is carried out by the library and documentation department. Open access coordination The board meets at least once a year and discusses issues related to open access, institutional archives and libraries. deliberates and decides.