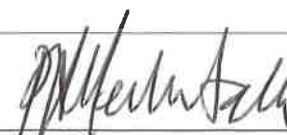


<b>CPUT Open Access Policy</b>				
<b>Policy Group(s):</b>	B: Teaching and learning F: Technology, Partnerships, Research and Planning			
<b>Type:</b>	Policy	X	Guideline	
	Procedure		Regulation	
<b>CPUT Statute and/or Regulation Reference No and date:</b>				
<b>Relevant Legislation and/or policy, Codes of practice, Professional Authorities:</b>	<ul style="list-style-type: none"> <li>• South African Copyright Act 98 of 1978</li> <li>• National Research Foundation Act, 1998 (Act 23 of 1998)</li> <li>• Promotion of Access to Information Act, 2000 (Act 2 of 2000)</li> <li>• Higher Education Amendment Act 23 of 2001</li> <li>• Electronic Communications and Transactions Act (No. 25 of 2002)</li> <li>• Intellectual Property Rights from Publicly Financed Research and Development Act 51 of 2008 (hereinafter the IPR Act)</li> <li>• OECD declaration on access to research data from public funding</li> <li>• Berlin Declaration on open access</li> </ul>			
<b>Relevant Institutional policies/ Documents/manuals/ Handbooks</b>	<ul style="list-style-type: none"> <li>• CPUT Research Technology and Innovation Blueprint 2012</li> <li>• CPUT Research Uptake discussion paper</li> <li>• CPUT Intellectual Property Rights 2009</li> <li>• CPUT Electronic Communication Policy – 2009</li> <li>• CPUT Information Security Policy – 2009</li> <li>• Policy to promote international collaboration and partnerships – 2009</li> <li>• Community Engagement Policy 2008</li> <li>• CPUT Libraries Strategic Plan 2011 – 2015</li> <li>• CPUT Records and Archives Management Policy 2013</li> </ul>			
<b>Policy Reference and Version No:</b>				
<b>Certification of Due process:</b>	 _____ Vice Chancellor			
				_____ Date
<b>Approval Date</b>		<b>Commencement Date</b>		<b>Review Date</b>

<b>Key Words for Search Engine:</b>	Open Access ; open output; self-archiving, research dissemination; research output access; open content;
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<b>REVISION HISTORY:</b>				
<b>Revision Ref No.</b>	<b>Approved/ Rescinded</b>	<b>Date</b>	<b>Authority</b>	<b>Resolution Number or Minutes Reference</b>
1.0				

<b>POLICY STATEMENT</b>	
<b>1.0 Intent</b>	<p>Cape Peninsula University of Technology's (CPUT) research contributes to expanding the body of knowledge on which our society is built – while also benefiting the quality of life for the people of the Republic of South Africa and the world. In support of its endeavours CPUT pinpoints Research Uptake Management (RUM) as one of the strategies that are interwoven and integrated within the CPUT's approach in defining Research Technology and Innovation (RTI). RUM involves including a dissemination and uptake strategy when planning, carrying out and evaluating the research, so that the resultant knowledge and information is produced in formats and on delivery platforms that are appropriate for the target readership(s)/audience/user(s). (DRUSSA: 2012). In fulfilling university's efforts of knowledge dissemination, an adoption of an Open Access (OA) mandate has become pertinent.</p> <p>The intent of this policy is to grant the public access to CPUT's scholarly output, published or unpublished through the university's Digital Knowledge (Institutional Repository). This is done to increase visibility of authors, their scholarly work and enable re-use of their data which forms part of university's permanent record of digital scholarship.</p> <p>This policy and Digital Knowledge are managed in accordance with the Cape Peninsula University of Technology Intellectual Property Policy (2009).</p>
<b>2.0 Scope</b>	<p>Policy is applicable to all campuses of the University, to all temporary and permanent employees on the payroll of the University, to contract workers of the University, and to all registered students of the University. Employees and contract workers of the University are referred to collectively as "staff" or</p>

	<p>individually as “staff member” of the University in this document.</p> <p>The policy does not cover university administrative records.</p>
<p><b>3.0 Objective(s)</b></p>	<p>The objectives of this policy are to:-</p> <p>3.1. Increase the visibility, immediate access, citation, usage and impact of CPUT research output by making it freely open to the global world.</p> <p>3.2. Ensure that the university complies to the principle and mandate of making publicly funded research widely accessible</p> <p>3.3. Ensure that “resultant knowledge and information” produced by CPUT accelerate discovery and contribute to public enrichment.</p>
<p><b>4.0 Definitions and Acronyms</b></p>	<p><b>4.1. Author’s final version:</b> the version after the article has gone through peer review and the revisions responsive thereto and any further copy editing in which the author has participated—is the appropriate version to request for distribution. (Shieber, S.M.: 2013).</p> <p><b>4.2. Copyright:</b> applies to original works of authorship, such as books, text, articles, designs, monographs, glossaries, bibliographies, study guides, laboratory manuals, syllabi, tests and work papers, lectures, musical compositions, dramatic compositions, unpublished scripts, films, filmstrips, charts, transparencies, visual aids of any type, videotapes, audiotapes, cassettes, computer hardware, computer software, computer programmes, live video broadcasts, live audio broadcasts, programmed instruction materials, drawings, paintings, sculptures, photographs and other works of art.</p> <p><b>4.3. DRUSSA:</b> Development Research Uptake in Sub-Sahara Africa</p> <p><b>4.4. Embargoes:</b> Banning the full text publication of a document, usually for a defined period of time (Oxford Pocket Dictionary of Current English 2008).</p> <p><b>4.5. Intellectual Property:</b> means Intellectual Property as defined in the</p>

Compliance:	All CPUT staff and students
Monitoring and Evaluation:	DVC: Research, Technology Innovation & Partnerships Quality Management Directorate
Development/Review:	Director: CPUT Libraries DVC : Research, Technology Innovation & Partnerships Quality Management Directorate Council Committee
Approval Authority:	Council
Interpretation and Advice:	Director: CPUT Libraries DVC : Research, Technology Innovation & Partnerships Quality Management Directorate

<b>8.0 Who should know this policy?</b>
All staff and students at CPUT should be made aware of this policy. All Research funders

<b>9.0 Policy/procedure implementation plan</b>	To be developed by the Library in consultation with the DVC: Research, Technology and Innovation
<b>10.0 Resources required</b>	

<b>12.0 Answers to FAQ</b>	
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<b>EFFECTIVENESS OF THE POLICY</b>	
<b>Performance Indicator(s):</b>	



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University of Technology

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**RESOLUTION**

**Meeting: Council**

**Date: 21 June 2014**

**Item: 5.1.2 Open Access Policy**

Council had before it, a recommendation from the Senate for the approval of the Open Access Policy.

Council *approved* the recommendation for the **approval of the Open Access Policy**