Open Research Policy

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21 January 2025

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Name:	Libraries WG drafting; R&I Domain WG1 drafting and review; PMSS and TUI Union Consultation, Research Committee
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Details of Consultation:	The Research Integration Project Manager drafted this policy on behalf of the R&I Domain WG1 and a full consultation of the content was completed. An SETU position paper was required to give additional information for this policy. Minor Comments at R&RP Committee and Academic Council meetings.

Revision History		
Previous Version No.	Summary of Amendments	Version No.
N/A	First draft	0.1
0.1	Upon consultation policy and SETU position paper separation was requested	0.2
0.2	Following PMSS, TUI Union Consultation and approved by EMT 12 June 2024.	0.3
0.3	Reviewed by Policy Committee 9 January 2025 and recommended for approval by the Governing Body	0.3
0.3	Approved by Governing Body 21 January 2025	1.0

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Feedback or issues arising on implementation of this policy should be communicated to the policy author.	
Policy Authors:	VP of Research, Innovation and Impact

Policy Management Framework Compliance Review as requested by EMT all draft policies should be reviewed by the Policy Review Group[1] in advance of review by EMT. Please confirm that the policy was reviewed by the policy review group.	
Date Policy Reviewed:	10 May 2024

Contents

1.   Introduction/Context

This policy accompanies the SETU Open Research Position Paper and offers guidance to South East Technological University (SETU) affiliated staff and students on what actions they must take to ensure compliance. This policy concerns published research and associated data or datasets or artefacts and outputs not associated with a specific publication (e.g. genome sequencing, computer code, physical or virtual models, prototype devices etc), or other research output (e.g. patent).

The HEA have developed [a National Action Plan for Open Research](#) which outlines objectives and actions for the next chapter in Ireland's transition towards open research. The process of developing this National Action Plan has been led by Ireland's National Open Research Forum (NORF) which was developed in 2017 to drive national agenda for Open Research

2.   Purpose

The purpose of this document is to assist SETU researchers to promote transparency, collaboration, and accessibility in the research process. It aims to make research findings, data, and methodologies openly available to the public, fostering innovation, reproducibility, and the advancement of knowledge across various disciplines.

For the purposes of this policy all data is defined under [SETU Data Protection Procedures](#) as any representation or other object(s) that are created or gathered for the purposes of producing research or scholarship, and which can be used to validate or reproduce original research findings. The underlying research materials which support research publications can be described as research data.

3.   Scope

This Open Research Policy outlines guidelines and principles for sharing research outputs, data, and methodologies openly with the public. This policy applies to all
- Full and part time research active SETU staff
- All full-time and part-time postgraduate research students enrolled at the University
- All researchers affiliated with the University who are authors to a publication regardless of their author position.

4.   Principles

Open research, and open access, is seen as being beneficial to the economy and to society as it fosters innovation, enhances reproducibility, and makes the research process more efficient. Under this policy SETU staff must treat data generated in the course of their research in accordance with the FAIR principles[2] and data should be made openly accessible through the SETU repository or another suitable data repository.

5.   Definitions

Open Research is the process of making research open, transparent and freely available. It is the idea that new knowledge and the processes that generate it should be made universally and openly accessible. The Open Research approach also acknowledges the many different ways in which people contribute to the research process.

Open Access Scope: Open access can be applied to all forms of published research output, including peer-reviewed and non-peer-reviewed academic journal articles, conference papers, theses, book chapters, monographs, research reports and images

FAIR Principles: are a set of guiding principles aimed at making data and other research outputs Findable, Accessible, Interoperable, and Reusable.

A Persistent Identifier (PID) is a unique and permanent label assigned to a digital object, such as a document, dataset, or research output

A digital object identifier (DOI) is a unique alphanumeric string assigned by a registration agency

6.   Research Data and Datasets

6.1.1   Where appropriate research data associated with research publications and larger independent datasets should be made openly accessible on a suitable open access repository. Related guidance can be obtained in the SETU Data Management Guidance. These datasets should be accompanied by a suitable Persistent Identifier (PID) such as a Digital Object Identifier (DOI) or other Mintable resource identifier[3].

6.1.2   The SETU Authorship and SETU Data Retention Policies should be complied with. Typically, research data should be retained by academic units for at least 10 years, or 'as long as interest and discussion persist following publication'. In other areas this

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[2] Fair Data is data which meets principles of findability, accessibility, interoperability and reusable.

[3] The Mintable resource identifier is a unique code or label used to identify specific resources within the Mintable platform

may be a longer period of up to 15 years, for example where clinical data from research involving human participants has been gathered. Relevant specific guidance from funding bodies and any regulatory authorities should be followed.

7.   Research Publications and Outputs

7.1.1   To enable a research culture which fosters an open access approach to research publications and data, SETU recognises the value of and encourages the use of an "Open Researcher and Contributor ID" (ORCID iD)[4] identifier for staff. Research Support Staff or Library Staff will provide support to anyone wishing to set up an ORCID profile[5].

7.1.2   SETU employs a Current Research Information System (CRIS), called Pure[6] that is supported by through Scopus[7]. This serves to promote and make visible SETU-affiliated research outputs.

7.1.3   Where SETU researchers are provided with a Pure profile, all researchers should keep this profile up to date and review periodically to ensure their publications are being captured and displayed on the research portal. Researchers can automatically update their ORCID profile once it has been connected to the existing Pure and Scopus identifiers.

7.1.4   All SETU researchers must adhere to the specific terms and conditions within contracts (e.g. European Research Council, EU funding) where it relates to the publication of research in an open access fashion. Researchers are advised to deposit appropriate post-print versions (or publishers' version if appropriate) of all published research outputs, including patents, on the SETU institutional repository to be made publicly accessible. This process is facilitated via the organisation's CRIS Pure, ensuring that the researcher's profile is correctly attributed with the publication in addition to it being made available to the community in line with this policy.

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[4] A persistent digital identifier (an ORCID iD) distinguishes you from other researchers and a record that supports automatic links among all your professional activities.

[5] ORCID provides a persistent digital identifier (an ORCID iD) that you own and control, and that distinguishes you from every other researcher

[6] Pure is a proprietary online platform supplied by Elsevier. It collates a range of information about research activities within the university and serves as a single point of access for research activities and outputs.

[7] The Scopus is an indexing and abstract database containing full-text links

8.   Supporting Documentation

SETU Open Research Position Paper

9.   Guidance

Guidance and assistance can be sought from the research support functions at all SETU libraries. Please contact lls.wd@setu.ie (Cork Road Campus), libdesk.cw@setu.ie (Kilkenny Road Campus) lib.wx@setu.ie (Wexford Campus) or wicklow.ww@setu.ie (Wicklow Campus). Open Research training is available from the library staff please contact your library for further information.

10.   Compliance

It is expected that all employees and researchers of the University will comply with this policy.

11.   Useful Links

Policies page
Authorship Policy

12.   Policy Review

This policy will be reviewed in advance of the review date and/or as soon as possible following new or updated legislation, national or sectoral policy.

13.   Policy Author

The author of this policy is the Vice President of Research, Innovation & Impact. Any feedback or issues arising on implementation of this policy should be communicated to the policy owner.