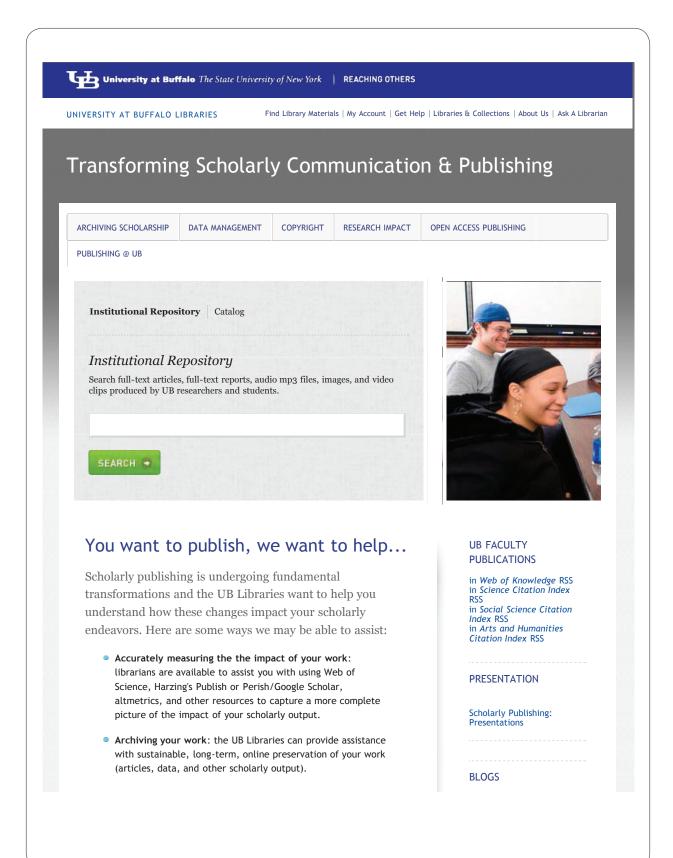


REPRESENTATIVE DOCUMENTS

Faculty Publishing Services

UNIVERSITY AT BUFFALO, SUNY

Transforming Scholarly Communication & Publishing http://library.buffalo.edu/scholarly/



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- Alternative publishing outlets: stay up-to-date on emerging and alternative publishing models like open access journals, e-books, open educational resources, and more.
- Understanding copyright and author's rights: legislation regarding federally funded research, public access mandates, and data sharing requirements.

Questions about Scholarly Communication issues? Give me a try!

A. Ben Wagner Sciences Librarian 226 Capen Hall Buffalo, NY 14260

(716) 645-1333 abwagner@buffalo.edu



Gobbledygook (Public Library of Science, Martin Fenner)

Dr. Fenner has for many years worked as medical doctor and cancer researcher at the Hannover Medical School Cancer Center in Germany.

The Scholarly Kitchen (Society for Scholarly Publishing)

Tag line is "What's Hot & What's Cooking in Scholarly Communications". Generally provides a more conservative or publisher-flavored viewpoint.

Peter Suber (SPARC)

One of the most followed open access advocate/educator holding many concurrent positions including the Director of the Harvard Open Access Project and Senior Researcher at SPARC.

University Libraries > Transforming Scholarly Communication & Publishing

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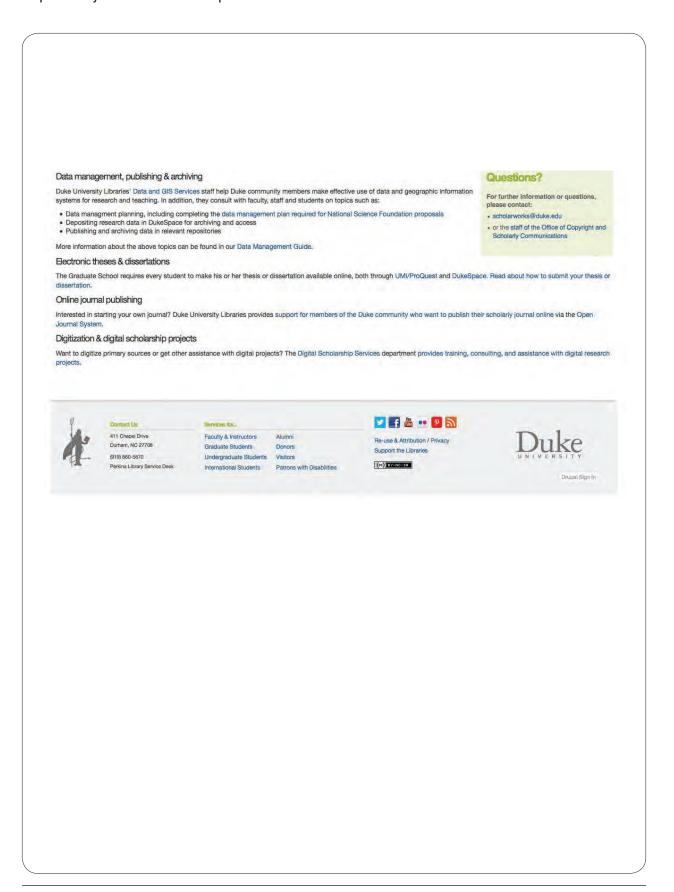
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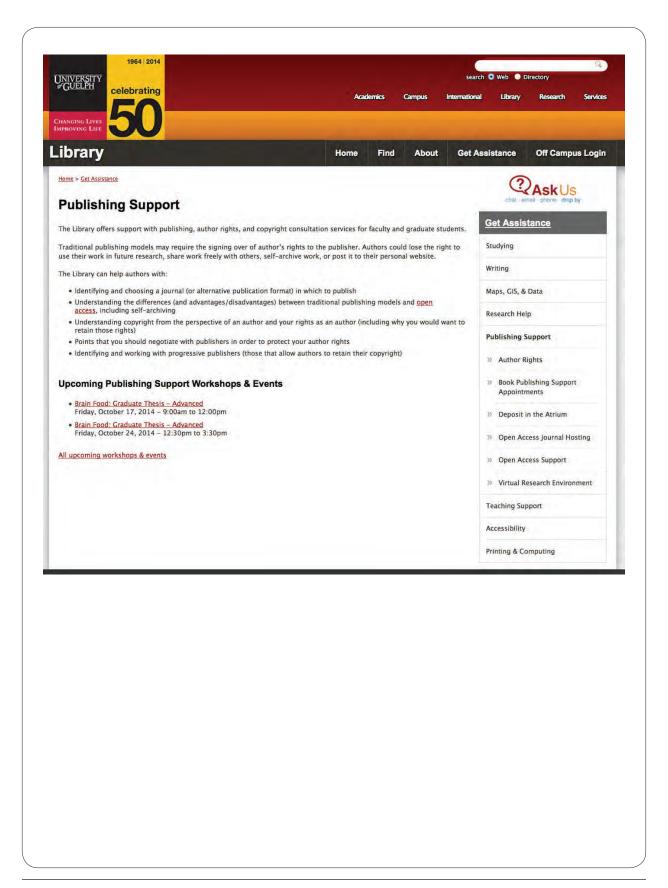
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UNIVERSITY OF GUELPH

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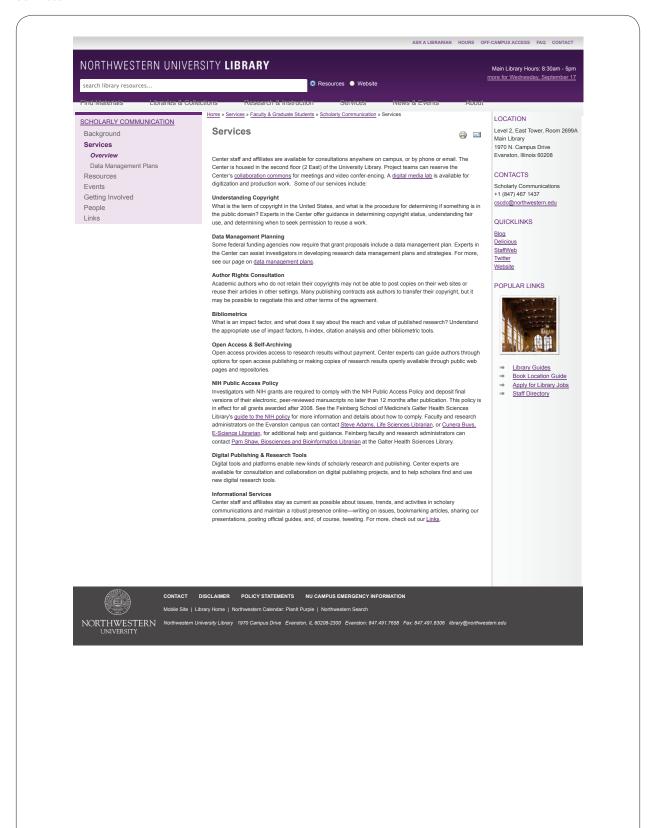
http://www.lib.uoguelph.ca/get-assistance/publishing-support



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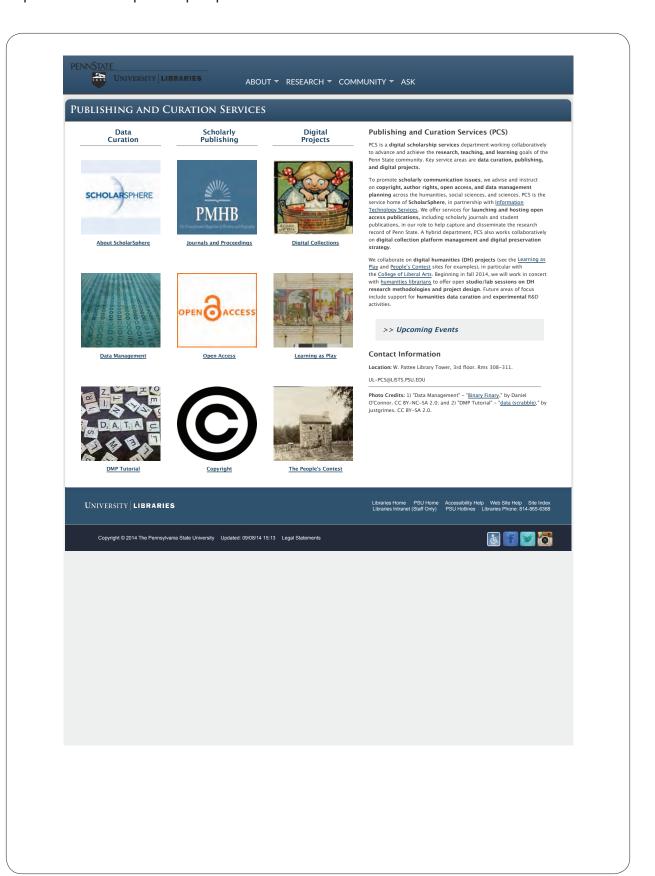
Scholarly Communication >> Services

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PENN STATE UNIVERSITY

Publishing and Curation Services http://www.libraries.psu.edu/psul/pubcur.html



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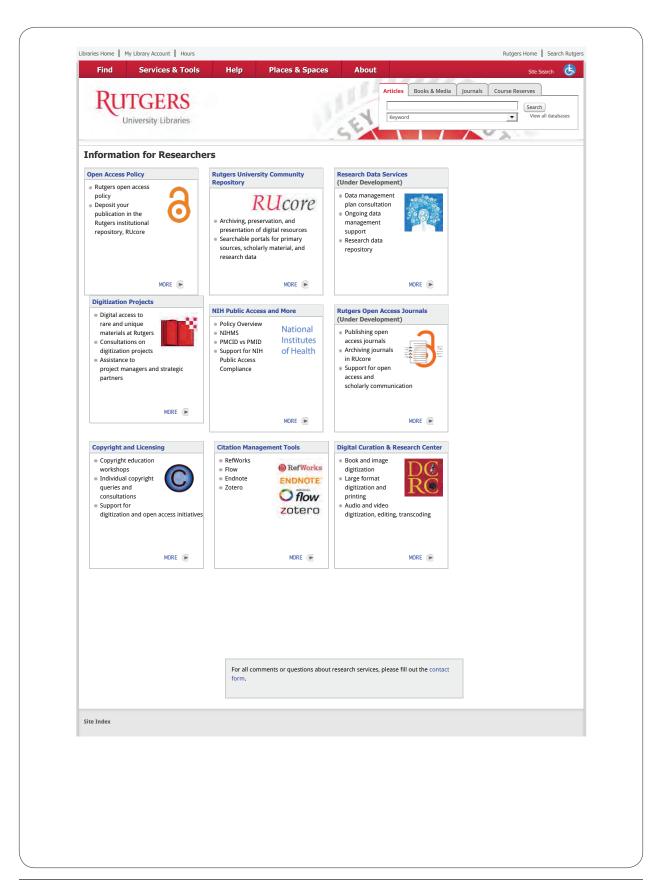
Scholarly Communication at Purdue https://www.lib.purdue.edu/scholarlyComm



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Information for Researchers

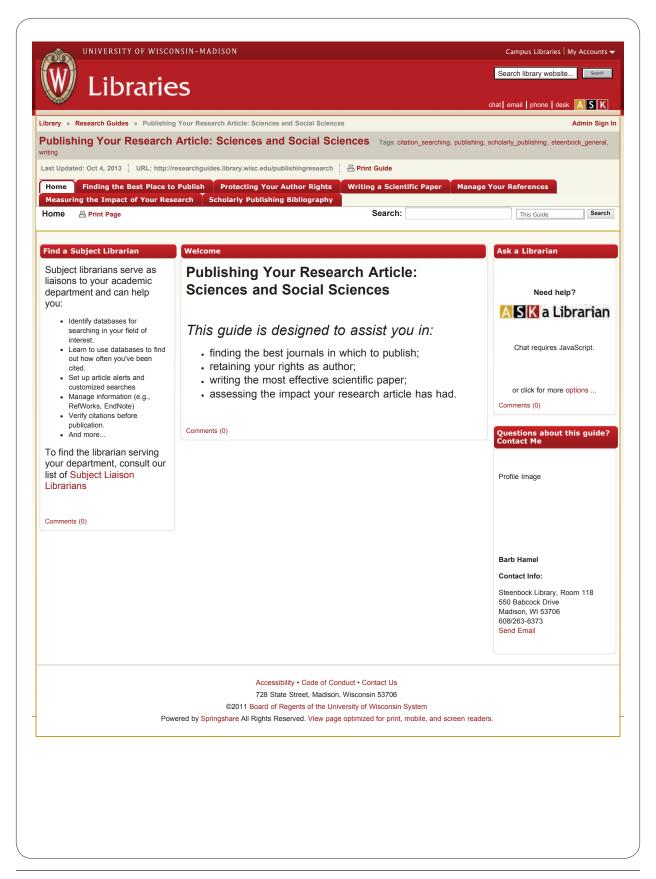
http://www.libraries.rutgers.edu/services_researchers

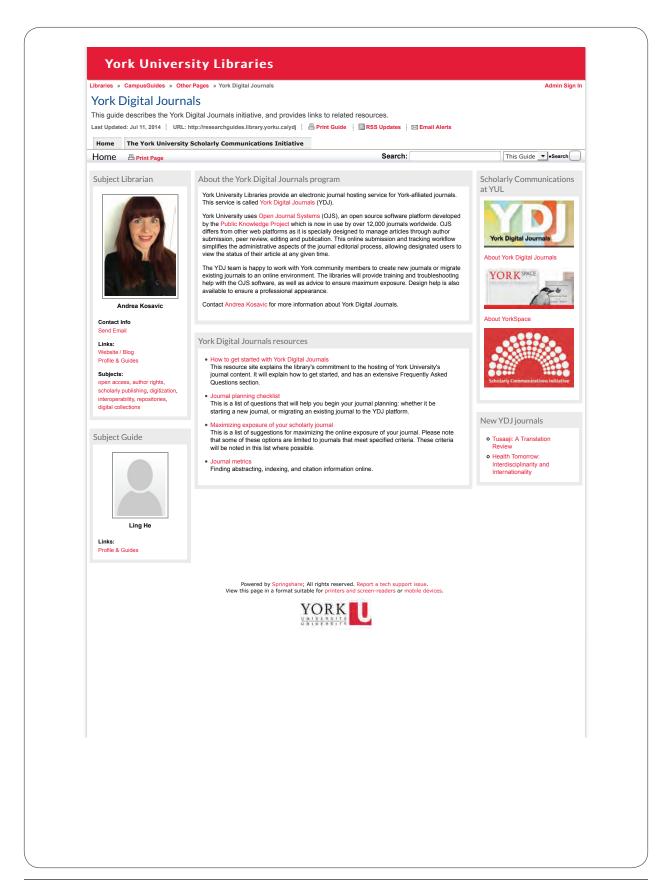


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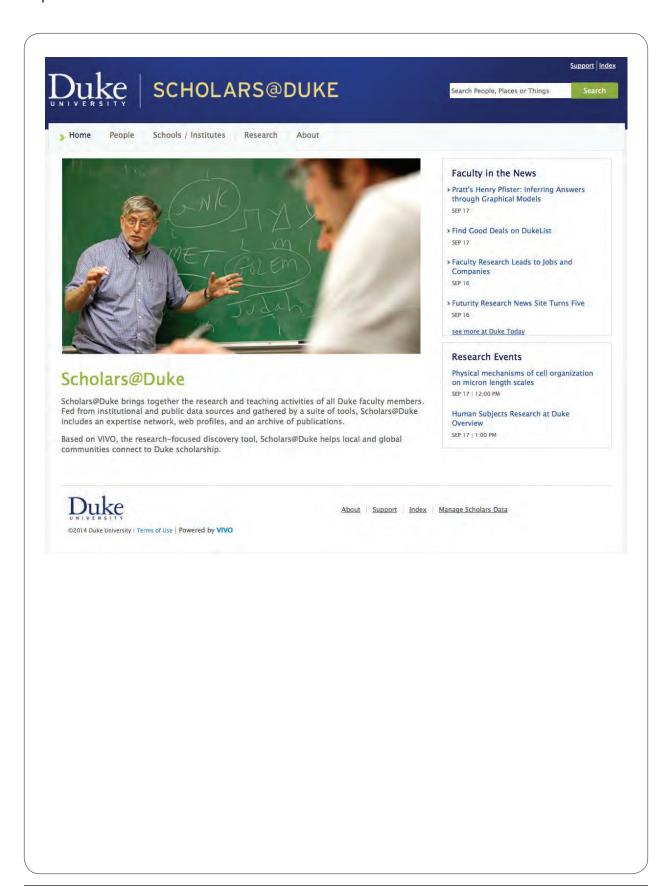
Publishing Your Research Article

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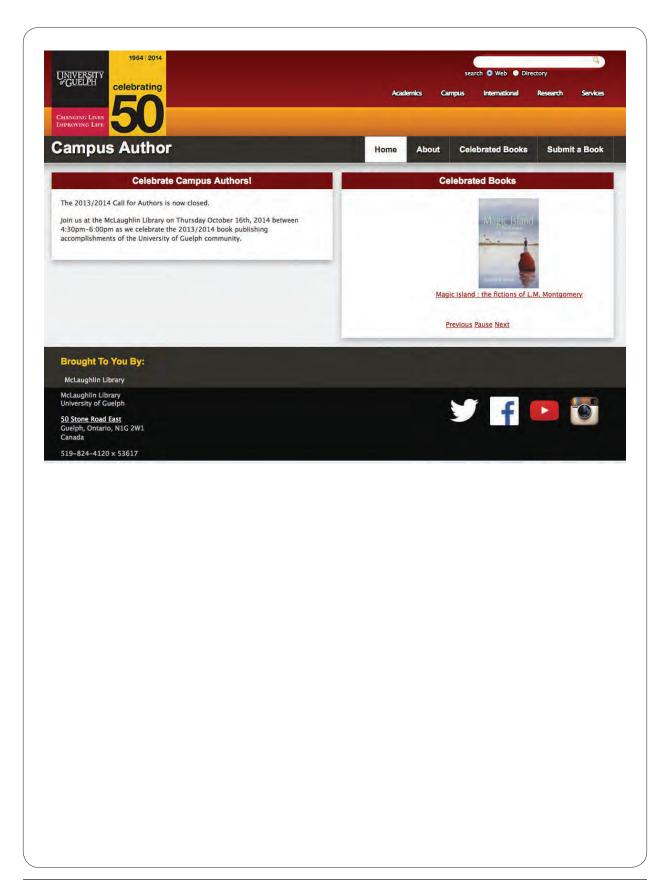


Websites Showcasing Faculty Research



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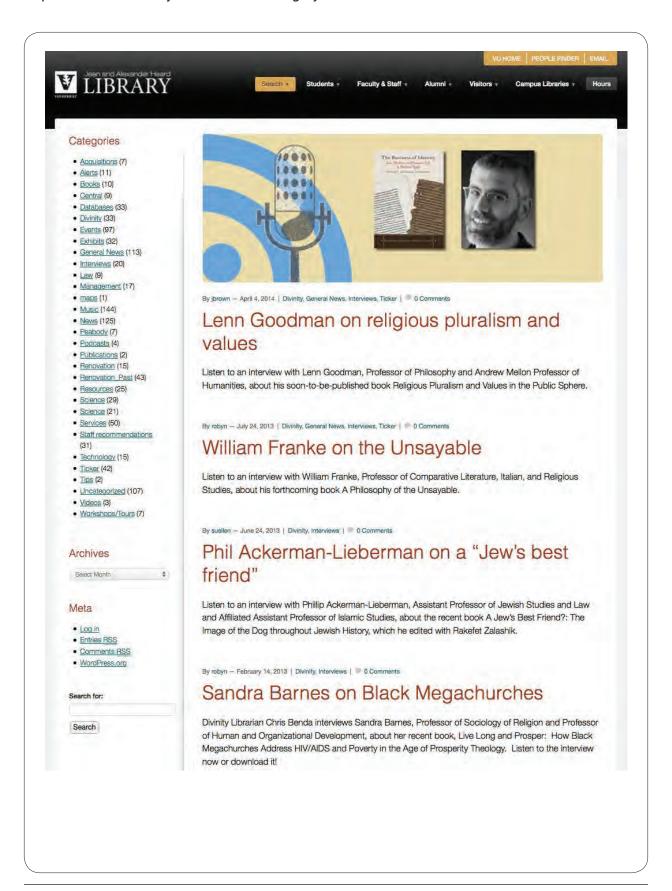
Celebrate Campus Authors http://author.lib.uoguelph.ca/

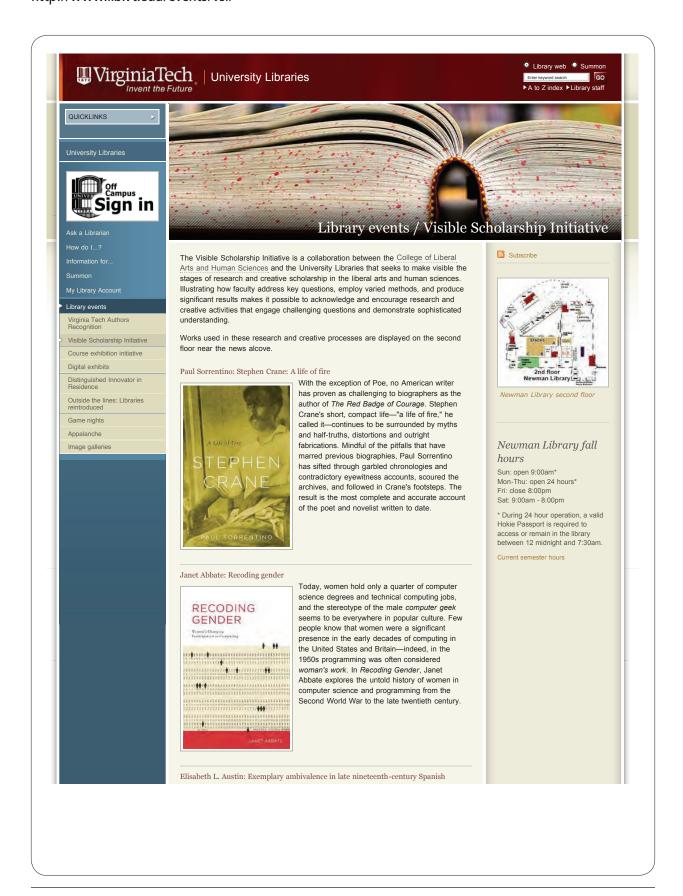


VANDERBILT UNIVERSITY

Interviews with Faculty Authors

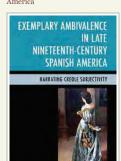
http://newsonline.library.vanderbilt.edu/category/interviews/





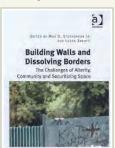
VIRGINIA TECH

Visible Scholarship Initiative http://www.lib.vt.edu/events/vsi/



Exemplary ambivalence in late nineteenth-century Spanish America addresses the curiously "bad" examples written into Spanish American creole narratives from the end of the 19th century. Such narratives, authored by the post-independence creole elite, seek to shape their readers by prescribing socio-political ideals for the Spanish American republics. This study interrogates the ideological fissures within postcolonial social and racial mythologies, reading exemplarity as an unintentional narrative of creole writing subjects' social fears.

Max O. Stephenson and Laura Zanotti: Building walls and dissolving borders



Walls play multiple social, political, economic and cultural roles and are linked to the fundamental question of how human beings live together Globalization and urbanization have created high population density, rapid migration, growing poverty, income inequality and frequent discontent and conflict among heterogeneous populations. The writers in this volume explore how walls are changing in this era, when social "containers" have become porous, proximity has been redefined, circulation has intensified and the state as a way of organizing political life is being questioned. The authors analyze how walls articulate with other social boundaries to address feelings of vulnerability and anxiety and how they embody governmental processes, public and

social contestation, fears and notions of identity and alterity.

Matthew Heaton: Black skin, white coats



Black Skin, White Coats is a history of psychiatry in Nigeria from the 1950s to the 1980s. Working in the contexts of decolonization and anticolonial nationalism, Nigerian psychiatrists sought to replace racist colonial psychiatric theories about the psychological inferiority of Africans with a universal and egalitarian model focusing on broad psychological similarities across cultural and racial boundaries.

Corinne Noirot: Entre Deux Airs



Rhétorique et poétique entretiennent à la Renaissance un dialogue fructueux et tendu, qu'éclaire dans cet essai l'examen comparatif et rarement pratiqué de deux poètes traditionnellement opposés. Clément Marot et Joachim Du Bellay font ici l'objet d'un parallèle qui ne raisonne pas en termes d'influence du premier sur le second, les deux projets poétiques restant très contrastés. De part et d'autre du prétendu fossé de 1550, Marot et Du Bellay choisirent chacun à leur manière de ressusciter et de reconvertir le style simple (ou bas) de la tradition rhétorique, le genus humile ou subtile. Comment, pourquoi oser ainsi revendiquer le moins lyrique et le plus prosaïque des genres de discours ? Si humanisme évangélisme et gallicanisme sous-tendent en

Library Events Promoting Faculty Research

UNIVERSITY OF FLORIDA

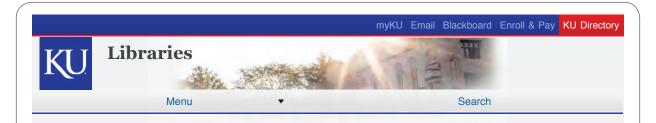
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UNIVERSITY OF KANSAS

Library Lecture Series http://lib.ku.edu/libraries-lecture-series



Libraries Lecture Series



The University of Kansas Libraries has announced the fall speakers for the Libraries Lecture Series. The series highlights the breadth of interdisciplinary research and creative work found on an expansive range of topics across campus. The fall 2014 series features five eminent KU scholars:

Dr. Steven Duval and Rebecca Blocksome

September 18, 2014 | 3:30 p.m. | Watson Three West

Thinking through: Practice-led research, interdisciplinarity and road building

Dr. Steven Duval, post-doctoral researcher for the ARC initiative, and Rebecca Blocksome, art editor at Spencer Museum of Art, will discuss the history of practice-led research, the role of hybrid practices in collaborative research and their work with the Spencer Museum of Art's ARC (Arts-Research-Collaboration) initiative. Artists and curators have been making work for years that has produced knowledge, but how does this knowledge turn into what we would traditionally call research? This talk will revolve around this question and coincides with the Watson Library exhibition, "art+science: Collaborative research at the University of Kansas."

Foundation Distinguished Professor Chris Beard and Post-Doctoral Researcher Pauline Coster

October 16, 2014 | 3:30 p.m. | Watson Three West

UNIVERSITY OF KANSAS

Library Lecture Series

http://lib.ku.edu/libraries-lecture-series

Science in the midst of geopolitical instability: New data on early primate evolution in Libya

Foundation Distinguished Professor Dr. Chris Beard and Post-Doctoral Researcher Pauline Coster will discuss their recent fieldwork and associated research on early Cenozoic primates and other mammals in Libya. The project resonates with the current geopolitics following the Arab Spring revolutions of 2011 and their aftermath, as well as the purely scientific issues relating to primate evolution and how climate change may have impacted early African ecosystems.

Dr. Beard is a 2000 MacArthur Fellowship "Genius Award" winner, and his discoveries of new primate groups have reshaped our understanding of the early history of mammals.

University Distinguished Professor and Senior Curator Dr. Town Peterson

November 20, 2014 | 3:30 p.m. | Watson Three West

Merging science with history: Filling in a century of Mexican ornithology

University Distinguished Professor and Senior Curator Dr. Town Peterson focuses on aspects of the geography of biodiversity with a focus on tropical ornithology and systematics. He has conducted research focusing on the alpha taxonomy of birds, as well as on the phylogeny of recently radiated clades of birds. His work with the geographic and ecology of species' distributions has taken him into other fields, including conservation biology and planning, invasive species biology, and disease transmission systems. Dr. Peterson's work is collaborative in nature, and usually involves geographers, computer scientists, and biologists.

The lectures are free and open to the public. Refreshments will be provided.

Why KU

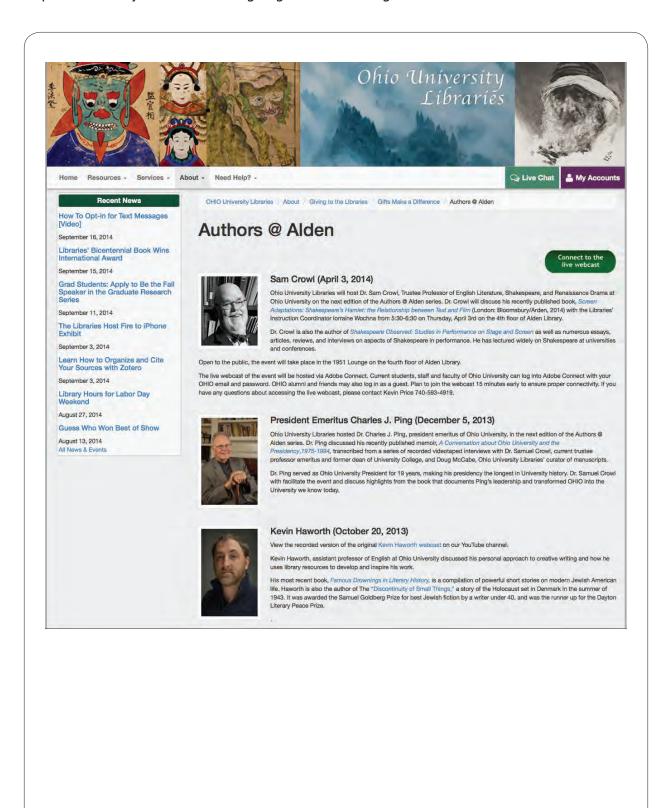
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Celebrating Books by OSU Authors

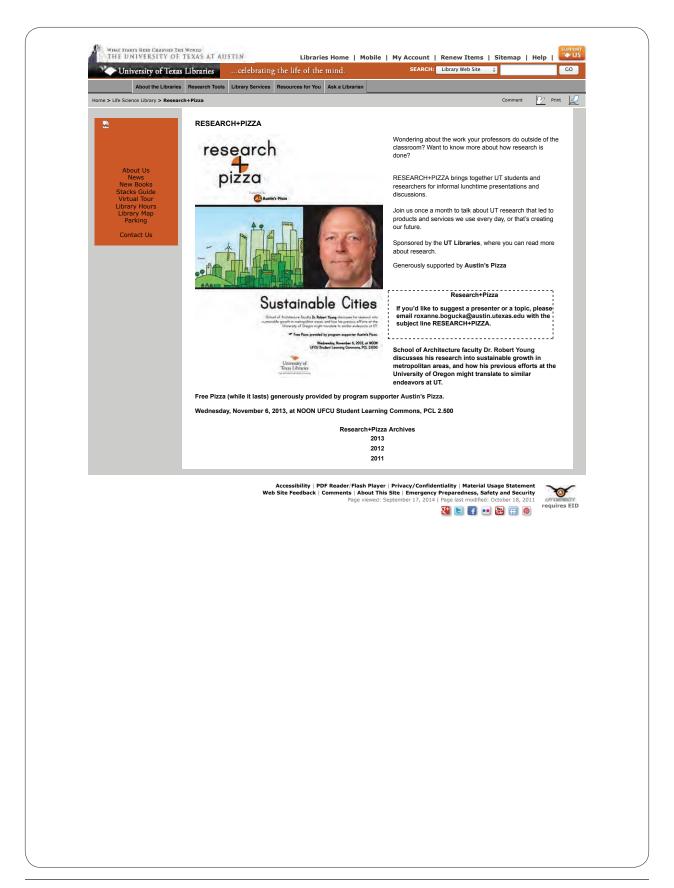
http://www.library.okstate.edu/news/celebratingbooks/index.htm

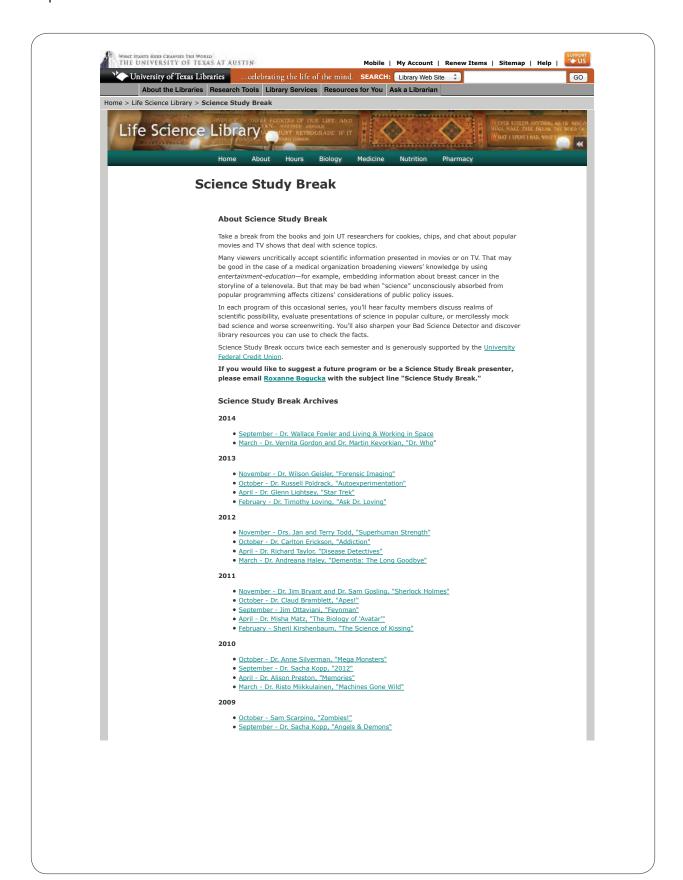


UNIVERSITY OF TEXAS

Research+Pizza

http://www.lib.utexas.edu/lsl/ResearchPizza/RPP.html



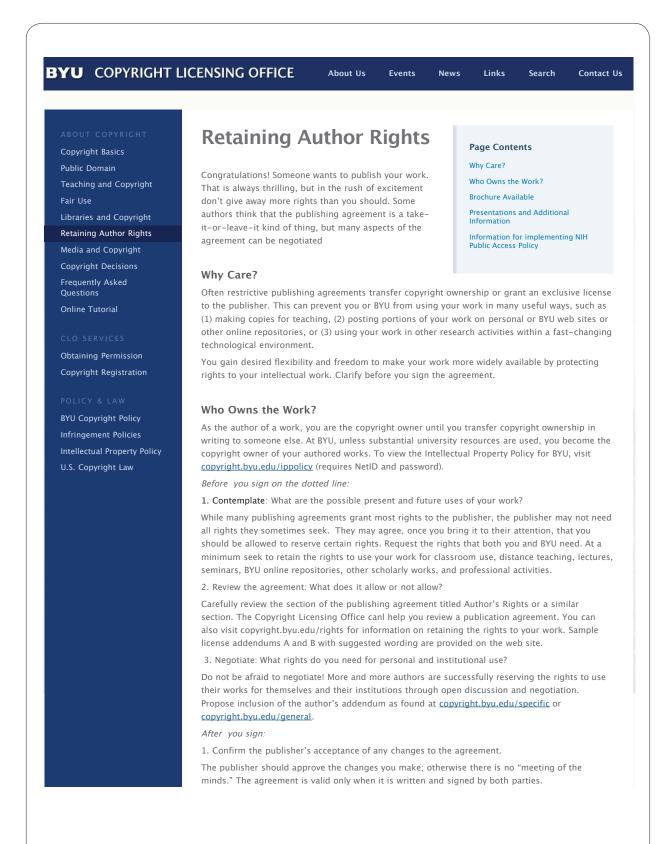


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Retaining Author Rights

http://sites.lib.byu.edu/copyright/about-copyright/retaining-author-rights/



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Brochure Available

You can print this full-color brochure: Where Have All My Rights Gone? Retaining Author Rights. Printed copies of the same brochure are also available from the Copyright Licensing Office, 3760 HBLL, 422-9339, copyright@byu.edu.

Presentations and Additional Information

Manage Your Copyrights by Dr. Kenneth Crews, Columbia University (5 min.).

Bargaining for Better Publication Agreement by Dr. Kenneth Crews, Columbia University (25 min.).

Managing Your Rights as an Author, University of Minnesota

Information for implementing NIH Public Access Policy

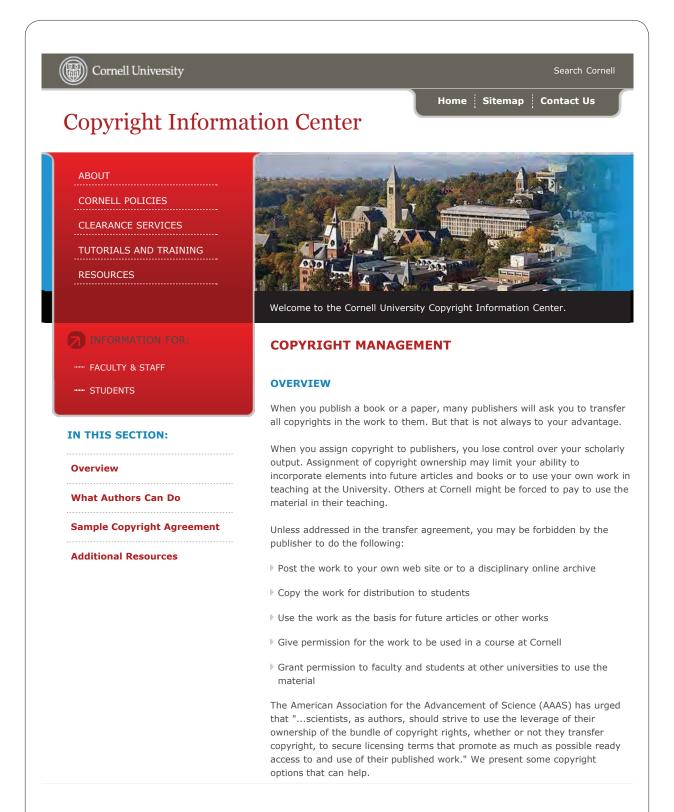
The NIH Public Access <u>website</u> includes information explaining the submission process, a list of Journals that automatically submit to PubMed Central, FAQ, and other policy and procedure details.

Implementing Public Access Policies by the Association of Research Libraries (ARL).

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Copyright Management

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WHAT AUTHORS CAN DO

Video Tutorial: Copyright ownership: Preserving your rights as an author Featuring: Peter Hirtle

Video Tutorial: Copyright: Retaining Author's Rights in Agreements with Publishers Featuring: John Saylor

A copyright is actually a bundle of rights. Traditionally all of them have been transferred to the publisher as a requirement for publication, but it doesn't have to be this way. There are a number of other options available to you.

Option 1: You retain all rights and license publication.

The ideal solution from the author's perspective would be to retain the copyright and all associated rights in their work while licensing to publishers only the rights the publisher needs to conduct its business. You get to determine who can use your scholarship.

You can, for example, grant the publisher an exclusive license for the first formal publication of the work (in print, digital ,or some other form). In addition, you might want to grant the publisher non-exclusive rights to authorize (or accomplish themselves) the following:

- ▶ Subsequent republication of the work
- ▶ Reformatting of the publication (from print to microfilm or digital formats, for example)
- Distribution via document delivery services or in course packs

The key issue with Option 1 is determining what are the minimum bundle of rights that the publisher needs in order to protect its investment in the publication. This will vary from publisher to publisher. We have some sample language that can help.

Option 2: You transfer your copyright, but retain some specified rights.

You can assign your copyright to the publisher, but at the same time reserve some specific rights for yourself. Rights you might want to receive from the publisher include:

- ▶ The right to make reproductions for use in teaching, scholarship, and research
- ▶ The right to borrow portions of the work for use in other works
- ▶ The right to make derivative works
- The right to alter the work, add to the work, or update the content of the work
- ▶ The right to be identified as the author of the work
- ▶ The right to be informed of any uses, reproductions, or distributions of the

Copyright Management

http://copyright.cornell.edu/policies/copyright_management.cfm

work

- ▶ The right to perform or display the work
- ▶ The right to include all or part of this material in the your thesis or dissertation
- ▶ The right to make oral presentation of the material in any forum
- ▶ The right to authorize making materials available to underdeveloped nations for humanitarian purposes
- ▶ The right to archive and preserve the work as part of either a personal or institutional initiative, e.g. On your web site or in an institutional repository.
- ▶ The copyright in every draft and pre-print version of the work.

The weakness of Option 2 is that it is often difficult to anticipate in advance everything that an author may wish to do with a work, especially over time and with changes in information technology.

The <u>Scholars Copyright Addendum Engine</u> can generate an addendum that can be attached to a publishing contract. The addendum reserves to the author the rights that are of greatest importance.

Option 3: You can transfer all copyrights to the publisher.

Option 3 is the traditional solution, but is the least desirable from the author's perspective.

SAMPLE COPYRIGHT AGREEMENT

I. Amending Publisher Agreement

Sometimes changing a few words (exclusive to non-exclusive, for example) or substituting language for a particular section may be all that is needed. In many instances, publishers will accept the changes.

Grant a license to the Publisher (Option 1):

Many publishers offer authors the option of retaining copyright. All they require is a licence in order to publish the work. If a licence is not available, you can try creating one:

The original contract may read:

The author transfers exclusively to the publisher copyright (including all rights thereunder) in the work for the duration of copyright and all extensions and renewals thereof, in all languages, throughout the world, and in any form or medium now known or hereafter developed.

Cross out the above and substitute the following language:

The author grants to the Publisher exclusive first publication rights in the Work, and further grants a non-exclusive license for other uses of the Work for the duration of its copyright in all languages, throughout the world, in all media. The Publisher shall include a notice in the Work saying "© [Author's

Copyright Management

http://copyright.cornell.edu/policies/copyright_management.cfm

Name]. Readers of this article may copy it without the copyright owner's permission, if the author and publisher are acknowledged in the copy and copy is used for educational, not-for-profit purposes."

You might want to include other elements important to you, such as a deadline by which the publication must appear.

Transfer copyright but reserve some rights (Option 2)

If you decide you are willing to transfer your copyright but wish to retain certain rights for yourself, strikeout or modify any language that grants exclusive rights to the publisher. Alternatively, a simple solution is to use the Scholars Copyright Addendum Engine. The Engine gives you several options from which to select and then will generate a PDF contract addendum that you can print out and submit to the publisher.

ADDITIONAL RESOURCES

The AAAS report about scientists' authorship rights in the digital age.

Making change work for you from Create Change

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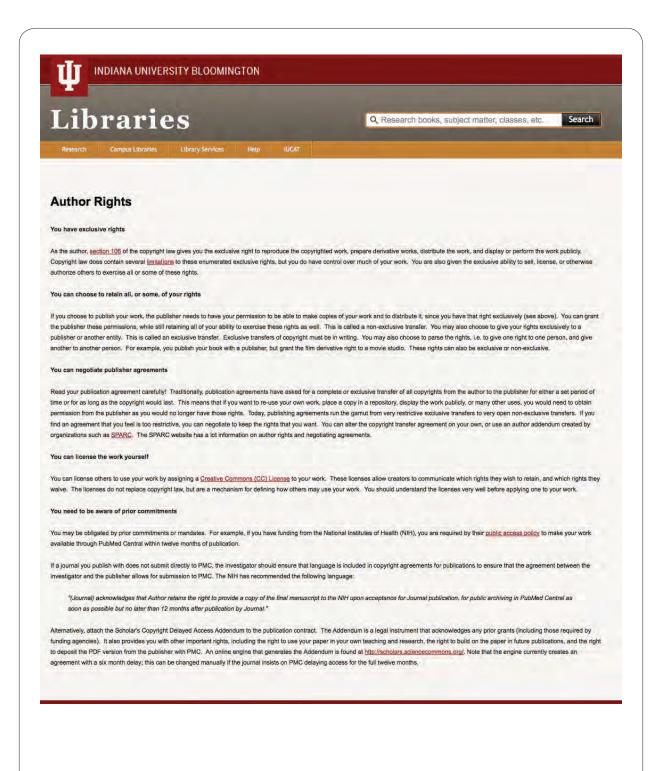
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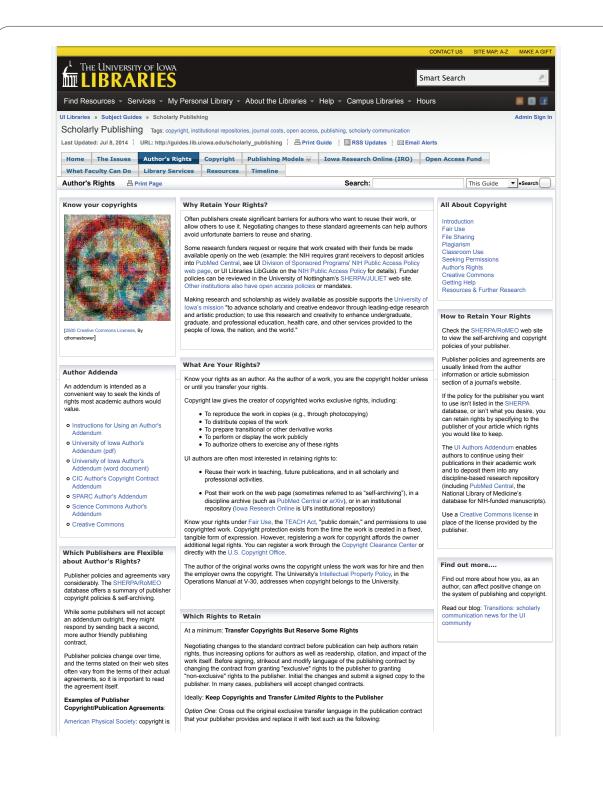
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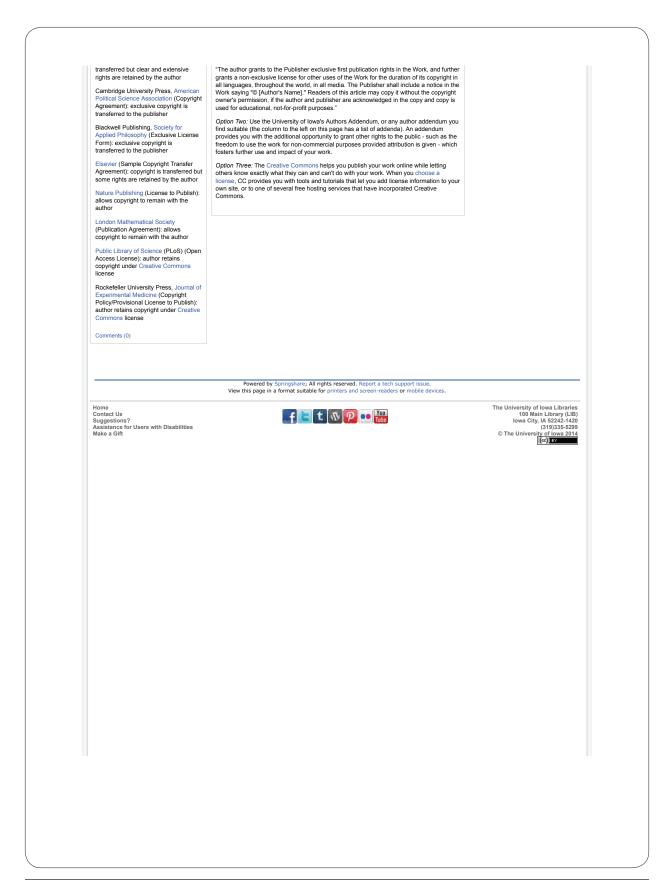
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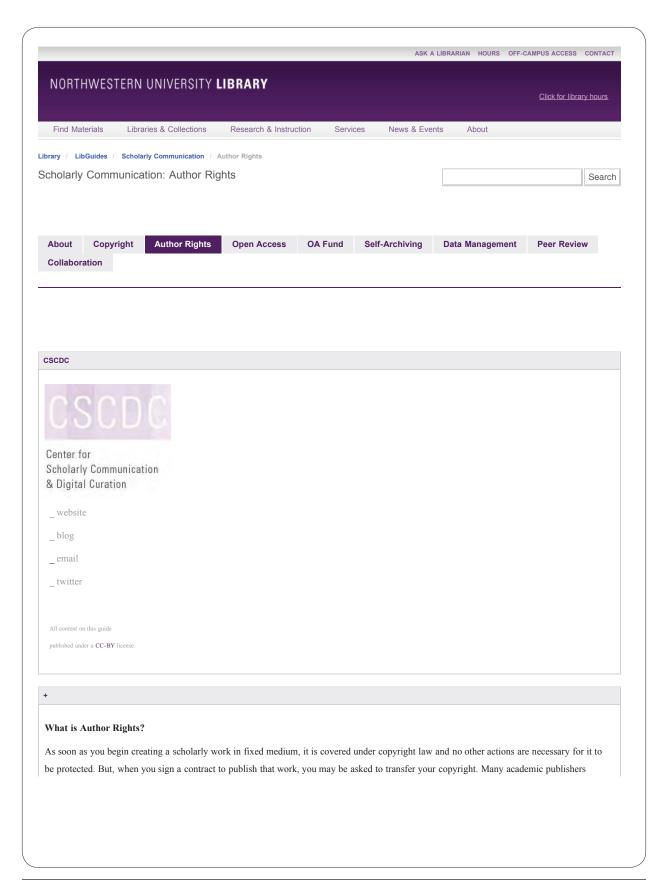
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Author Rights

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require that authors sign away the rights to their work, but this doesn't always have to be the case. Authors can retain the rights to their work in several ways: negotiating the author's addendum to the traditional scholarly publishing contract, publishing under a Creative Commons license, and other open alternatives.

Author Addendum

Your article has been accepted for publication in a journal and, like your colleagues, you want it to have the widest possible distribution and impact in the scholarly community. In the past, this required print publication. Today, there are other options such as online archiving, but the publication agreement you'll likely encounter may actually prevent open distribution of your work. You would never intentionally keep your research from a readership that could benefit from it, but signing a restrictive publication agreement can limit your scholarly universe and lessen your impact as an author.

Why? According to many standard publication agreements, all rights—including copyright—go to the journal. Signing such an agreement may prevent you from re-using or sharing your work. You might want to republish your article, or portions of it, in later works. You might want to give copies to your class or distribute it to colleagues. And you likely want to post it on your professional web page or deposit it in an online repository. These are all ways to give your research wide exposure and fulfill your goals as a scholar, but they may be prohibited or restricted by an authors agreement. If you sign on the publisher's dotted line, is there any way to retain these critical rights?

Yes. The CIC encourages its scholarly authors to consider attaching an authors addendum to retain certain rights for the author and the University. The addendum states that, regardless of what terms agreed to in the publishing contract or agreement, the Author retains for herself and her university a non-exclusive right to continue to use the work, to modify it, to share it online. Other organizations have also developed authors addenda: the SPARC Author Addendum is a legal instrument that modifies the publisher's agreement and allows you to keep key rights to your articles. The Author Addendum is a free resource developed by SPARC in partnership with Creative Commons and Science Commons, established non-profit organizations that offer a range of copyright options for many different creative endeavors.

Creative Commons

The ideal of universal access to research, education, and culture is made possible by the Internet, but our legal and social systems sometimes operate in conflict with the goals of broad public access. Copyright law was developed long before the emergence of the Internet, and can make it hard to legally perform actions we take for granted on the network: copy, paste, edit source, and post to the web. The default setting of copyright law is that all of these actions require explicit permission, granted in advance, whether the user is an artist, teacher, scientist, librarian, policymaker, or a member of the general public.

The <u>Creative Commons</u> (CC) licenses and tools forge a balance inside the traditional "all rights reserved" setting that copyright law creates. Creative Commons tools give everyone from individual creators to large companies and institutions a simple, standardized way to explicitly grant permission to certain uses of their copyrighted works. The combination of our tools and our users is a vast and growing digital commons, a pool of content that can be copied, distributed, edited, remixed, and built upon, all within the boundaries of copyright law.

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Author Rights

http://libguides.northwestern.edu/scholcomm/authorrights

Open Alternatives

One alternative to signing away the rights to your research and writing is to publish your work openly. There are many ways of doing this, including in peer-reviewed open access journals. The reality, however, is that the tenure and promotion process, coupled with the entrenched practices of scholarly publishing, does not encourage and makes it very difficult for many scholars across the disciplines (though there are exceptions) to publish openly. For more information on open access publishing, please visit the <u>Open Access</u> section of this guide.

Resources

Below, the Center presents some recommended resources on author's rights. For more information, please contact us at cscdc@northwestern.edu or visit our website.

Committee on Institutional Cooperation

As CIC members, Northwestern University scholars have access to its scholarly communication resources, including the author copyright contract addendum.

Scholarly Publishing and Academic Resources Coalition (SPARC)

SPARC is an international alliance of academic and research libraries working to correct imbalances in the scholarly publishing system.

Creative Commons

CC develops, supports, and stewards legal and technical infrastructure that maximizes digital creativity, sharing, and innovation.

SHERPA/RoMEC

An international database dedicated to providing publisher copyright and self-archiving policies.

Keep Your Copyrights

This resource aims to make clear why you might want to keep your copyrights, and includes important information on author contracts.

Scholar's Copyright Addendum Engine

The engine will help you generate a PDF form that you can attach to a journal publisher's copyright agreement to ensure that you retain certain rights.

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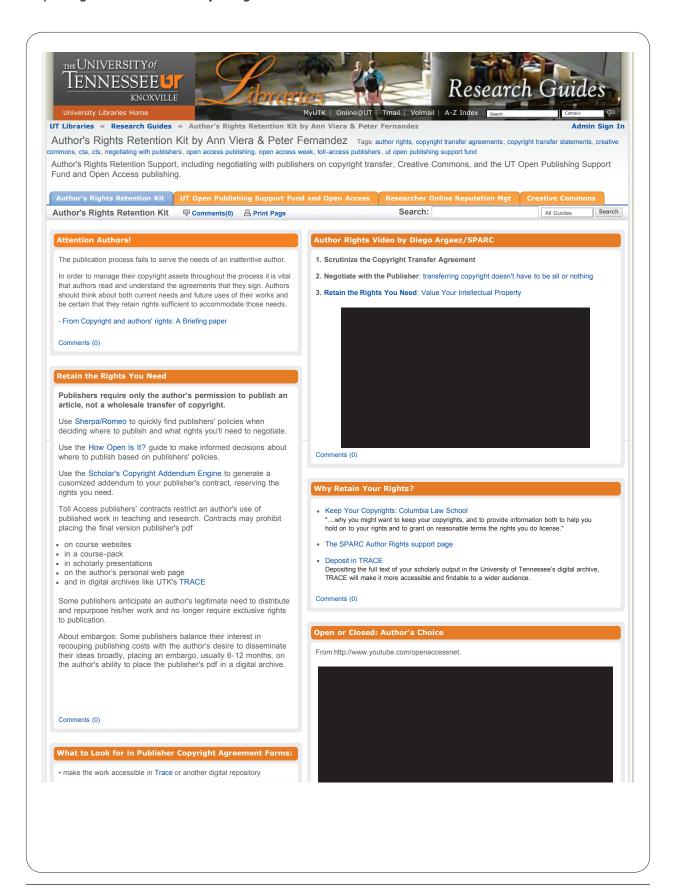
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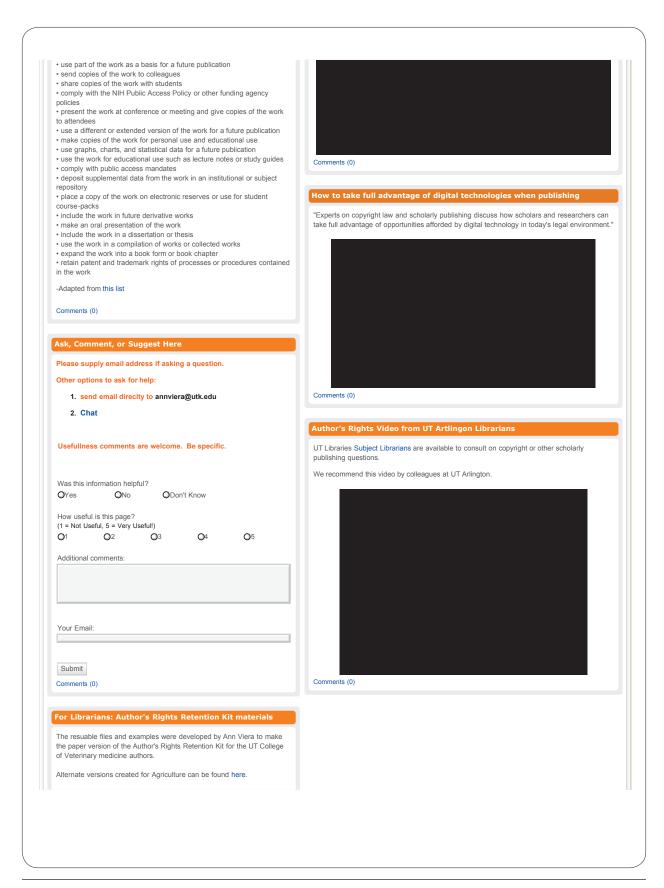
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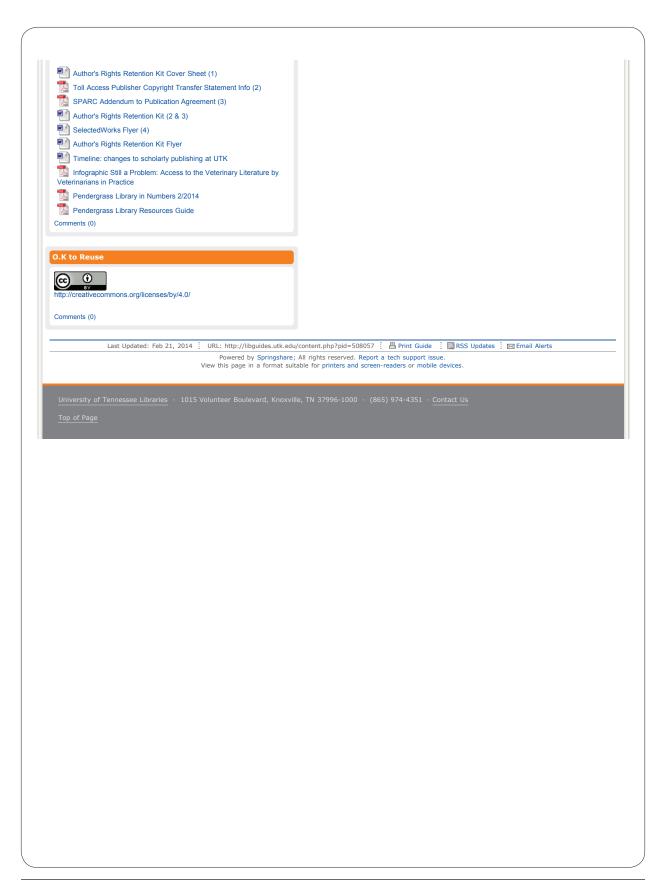
http://libguides.utk.edu/retainyourrights



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Support for Repository Deposits

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Academic Commons. Knowledge Base http://support.academiccommons.columbia.edu/knowledgebase

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	16 articles →
D	issertations and Theses →
	How do I deposit my thesis or dissertation?
	Can I deposit my dissertation if I graduated before 2011?
	Who do I contact to change the embargo on my dissertation?
	Who holds the copyright to my dissertation/thesis?
V	isibility →
	Why are there two formats for permanent URLs in Academic Commons?
	What is the difference between a Handle and a DOI?
	What do you do to increase the visibility of my work?
	What kind of usage statistics does Academic Commons collect?
	Does Academic Commons support OAI-PMH?
Α	II articles →
	What is Academic Commons?
	Can I deposit my data in Academic Commons?
	What is the preferred file format in Academic Commons?

COLUMBIA UNIVERSITY

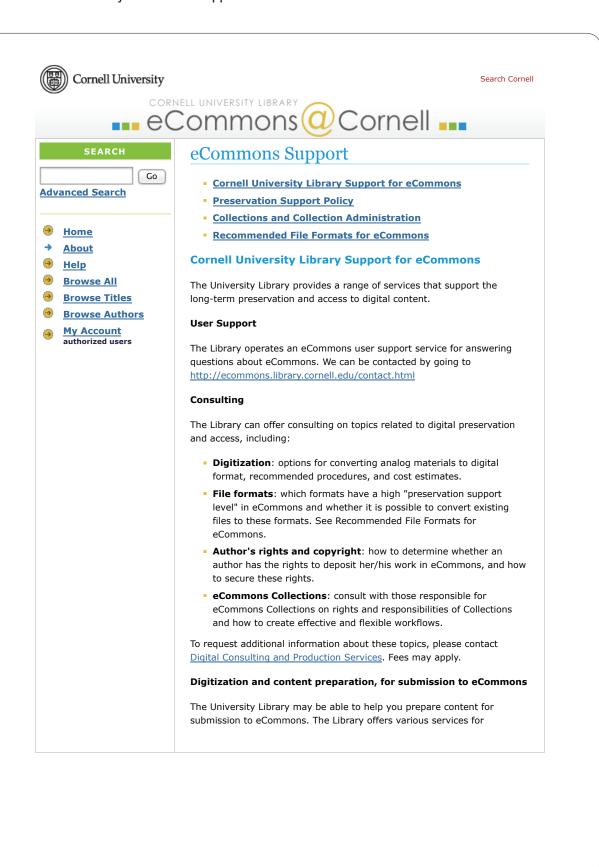
Academic Commons. Knowledge Base

http://support.academiccommons.columbia.edu/knowledgebase



eCommons Support

http://ecommons.library.cornell.edu/support.html



eCommons Support

http://ecommons.library.cornell.edu/support.html

preparing and submitting content to eCommons. This includes digitization, metadata generation, file conversion, and batch submission processes. Please contact <u>Digital Consulting and Production Services</u>. Fees may apply.

Customization

At this time, the Library discourages requests for customized interface access methods to content within eCommons. This includes customized browse lists and other specialized entry points into eCommons that need to be maintained by eCommons staff.

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Preservation Support Policy

See the Preservation Support Policy under eCommons Policies.

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Collections and Collection Administration

See the description of $\underline{\text{Collections and Collection Administration}}$ under eCommons Rights and Responsibilities.

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Recommended File Formats for eCommons

eCommons can accept many electronic file formats. As stated in the eCommons <u>Preservation Support Policy</u>, the University Library is committed to preserving the binary form of the digital object of content deposited in eCommons. As resources permit, the Library will also take further measures to preserve as much functionality ("look and feel") of the original content as possible.

The long-term preservation of the complete and original functionality of certain file formats, however, may not be practical or possible. Research and experience has shown that the likelihood of successful long-term preservation of content is much higher when file formats possess the following characteristics:

- complete and open documentation
- platform-independence
- non-proprietary (vendor-independent)
- no "lossy" or proprietary compression
- no embedded files, programs or scripts
- no full or partial encryption
- no password protection

eCommons Support

http://ecommons.library.cornell.edu/support.html

Below is a table of file formats. Those formats in the second column exhibit the characteristics above and thus have a high probability of full preservation. Those in the right-hand column have a low probability of being fully preserved over time. Those formats in the middle are preferred over their counterparts in the right-hand column, but assurance of their long-term preservation is not as high as the left-hand column.

It is recommended that those depositing content in eCommons use formats in the left-hand column if at all possible, and consider methods for converting files with low probability to formats with higher probability.

For help in accessing where your digital content falls within this table, or consulting about strategies for converting files from one format to another, please contact the Library's <u>Digital Consulting and Production Services</u>.

Media	High probability for full long-term preservation	Medium probability for full long-term preservation	Low probability for full long-term preservation
Text	Plain text (encoding: USASCII, UTF-8, UTF-16 with BOM) XML (includes XSD/XSL/XHTML, etc.; with included or accessible schema) PDF/A-1 (ISO 19005-1) (*.pdf)	Cascading Style Sheets (*.css) DTD (*.dtd) Plain text (ISO 8859-1 encoding PDF (*.pdf) (embedded fonts) Rich Text Format 1.x (*.rtf) HTML (include a DOCTYPE declaration) SGML (*.sgml) Open Office (*.sxw/*.odt) OOXML (ISO/IEC DIS 29500) (*.docx)	PDF (*.pdf) (encrypted) Microsoft Word (*.doc) WordPerfect (*.wpd) DVI (*.dvi) All other text formats not listed here
Raster Image	• TIFF (uncompressed) • JPEG2000 (lossless) (*.jp2) • PNG (*.png)	• BMP (*.bmp) • JPEG/JFIF (*.jpg) • JPEG2000 (lossy) (*.jp2)	• MrSID (*.sid) • TIFF (in Planar format)

eCommons Support http://ecommons.library.cornell.edu/support.html

		1	
		• TIFF (compressed) • GIF (*.gif) • Digital Negative DNG (*.dng)	• FlashPix (*.fpx) • PhotoShop (*.psd) • RAW • JPEG 2000 Part 2 (*.jpf, *.jpx) • All other raster image formats not listed here
Vector Graphics	• SVG (no Java script binding) (*.svg)	• Computer Graphic Metafile (CGM, WebCGM) (*.cgm)	Encapsulated Postscript (EPS) Macromedia Flash (*.swf) All other vector image formats not listed here
Audio	• AIFF (PCM) (*.aif, *.aiff) • WAV (PCM) (*.wav)	• SUN Audio (uncompressed) (*.au) • Standard MIDI (*.mid, *.midi) • Ogg Vorbis (*.ogg) • Free Lossless Audio Codec (*.flac) • Advance Audio Coding (*.mp4, *.m4a, *.aac) • MP3 (MPEG-1/2, Layer 3) (*.mp3)	• AIFC (compressed) (*.aifc) • NeXT SND (*.snd) • RealNetworks 'Real Audio' (*.ra, *.rm, *.ram) • Windows Media Audio (*.wma) • Protected AAC (*.m4p) • WAV (compressed) (*.wav) • All other audio formats not listed here
Video	• Motion JPEG 2000 (ISO/IEC 15444-4)??*.mj2)	• Ogg Theora (*.ogg) • MPEG-1,	• AVI (others) (*.avi) • QuickTime

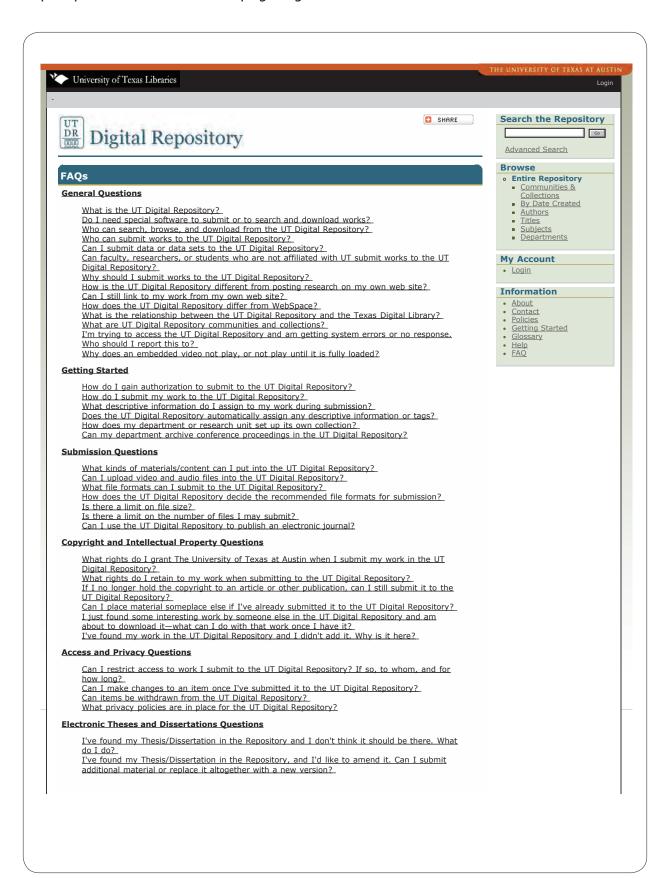
eCommons Support

http://ecommons.library.cornell.edu/support.html

Spreadsheet/ Database Sprated Values (*.csv) - Delimited Text (*.txt) - SQL DDL Virtual Reality **Normal Programs** **Computer Programs** **Computer Programs** **Presentation **Presentation **Presentation **Presentation **Presentation **Presentation **Presentation **Presentation **Presentation **DBF (*.dbf) - OpenOffice (*.sx/*.ods) - OXML (ISO/IEC DIS 29500) (*.xlsx) Sypreadsheet/ database formats not listed here All other virtual reality formats not listed here All other virtual reality formats not listed here Computer Programs source code, uncompiled (*.c, *.c++, *.java, *.js, *.jsp, *.php, *.pl, etc.) **Presentation **Presentation **Presentation Presentation formats not listed here **Programs** **OpenOffice (*.sxi/*.odp) - OOXML (ISO/IEC DIS 29500) (*.pptx) - All other presentation formats not listed here **Programs** **Presentation formats not listed here **Programs** **Programs** **Presentation formats not listed here **Programs** **Programs** **Programs** **Presentation formats not listed here **Programs** **Programs**			AVI (uncompressed, motion JPEG) (*.avi) • QuickTime Movie (uncompressed, motion JPEG) (*.mov)	MPEG-2 (*.mpg, *.mpeg, wrapped in AVI, MOV) • MPEG-4 (H.263, H.264) (*.mp4, wrapped in AVI, MOV)	Movie (others) (*.mov) • RealNetworks 'Real Video' (*.rv) • Windows Media Video (*.wmv) • All other video formats not listed here
Reality *.vrml) • U3D (Universal 3D file format) Computer Programs • Computer Programs source code, uncompiled (*.c, *.c++, *.java, *.js, *.jsp, *.php, *.pl, etc.) Presentation • OpenOffice (*.sxi/*.odp) • OOXML (ISO/IEC DIS 29500) (*.pptx) back to top			Separated Values (*.csv) • Delimited Text (*.txt)	• OpenOffice (*.sxc/*.ods) • OOXML (ISO/IEC DIS	• All other spreadsheet/ database formats not
Programs program source code, uncompiled (*.c, *.c++, *.java, *.js, *.jsp, *.php, *.pl, etc.) Presentation Presentation OpenOffice (*.sxi/*.odp) OOXML (ISO/IEC DIS 29500) (*.pptx) back to top			• X3D (*.x3d)	*.vrml) • U3D (Universal 3D	virtual reality formats not
(*.ppt) OOXML (ISO/IEC DIS 29500) (*.pptx) (*.ppt) All other presentation formats not listed here			program source code, uncompiled (*.c, *.c++, *.java, *.js, *.jsp,		Executable files (EXE, *.class, COM, DLL, BIN, DRV, OVL,
		Presentation		(*.sxi/*.odp) • OOXML (ISO/IEC DIS	(*.ppt) • All other presentation formats not
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	2017 Content University Library			Concac	

Digital Repository FAQs

http://repositories.lib.utexas.edu/faqs#getting_started



Digital Repository FAQs

http://repositories.lib.utexas.edu/faqs#getting_started

General Questions

1. What is the UT Digital Repository?

The University of Texas Digital Repository holds digital works and provides related services that together constitute a campus institutional repository. The Repository was established to provide open, online access to the products of the University's research and scholarship, to preserve these works for future generations, to promote new models of scholarly communication, and to help deepen community understanding of the value of higher education. Digital works include research and scholarship, as well as works that reflect the intellectual and service environment of the campus.

2. Do I need special software to submit or to search and download works?

No, you access the Repository at http://repositories.lib.utexas.edu with any current Web browser.

3. Who can search, browse, and download from the UT Digital Repository?

The Repository is designed to provide your work the widest possible exposure, so it is open to the world for searching. You may, however, choose to submit your work but prevent it from being seen in full for a limited time. Please see question #34: "Can I restrict access to the work I submit to the UT Dialtal Repository?" for more information on restricting access to your work.

4. Who can submit works to the UT Digital Repository?

UT faculty, staff, and students (including student groups) may submit work to the Repository. Student work must be sponsored by a UT faculty member, and the name of the sponsoring faculty will appear in the descriptive information associated with the work. All faculty are automatically authorized to submit to the UT Faculty/Researcher Works collection, when they login with their EID and password. Faculty wanting to submit works to other UTDR collections should contact the Repository Curator at utdr-general@utlists.utexas.edu. Staff and students must request authorization from the Repository Curator before submitting work to the Repository. To request authorization, please contact Colleen Lyon, Repository Curator, at utdr-collections@utlists.utexas.edu

5. Can I submit data or data sets to the UT Digital Repository?

Yes, the UT Digital Repository is appropriate for data that is: in its final format, can be openly accessible to the public, needs to be stored long-term, and does not contain files larger than 1 GB. An additional benefit of submitting your work to the Repository is you can also submit papers and publications associated with your data. For more information about using the UT Digital Repository for your data, please contact Colleen Lyon at datamanagement@lib.utexas.edu. In addition to the Repository, the University of Texas has a host of data management services available for researchers. For more information about Data Management at UT visit http://www.lib.utexas.edu/datamanagement.

6. Can faculty, researchers, or students who are not affiliated with UT submit works to the UT Digital Repository?

In general, no. However, if the faculty, researcher, or student is affiliated with a program at the University of Texas, publishes as part of a conference or in a journal or other publication sponsored through the University of Texas, or co-authors a publication with a University of Texas researcher, the work may be submitted to the Repository.

7. Why should I submit works to the UT Digital Repository?

- Dissemination: The Repository provides high visibility and increased access to your research by furnishing descriptive information about your submitted works to search engines (e.g. Google, Bing, Yahoo), <u>Google Scholar</u>, <u>OAIster</u>, and other services.
- Increased impact and citation of your research: Works in the Repository are openly available on the web. See a <u>bibliography</u> of studies on the increased impact and higher citations of open access research and scholarship.
- Reliability: The Repository provides a persistent web address for your work.
- Long-term access: The Repository commits to responsible and sustainable management of submitted works. View the <u>Preservation Policy</u> for details.
- Control: You or your assignee retain copyright in works you submit to the Repository. Many
 publishers will allow you to submit previously published works to institutional repositories.
- Usage statistics: All items in the Repository have an openly accessible link to view usage statistics.
 You will be able to see how many times your work has been viewed and downloaded and you can see from where the activity originated.

8. How is the UT Digital Repository different from posting research on my own web site?

The Repository provides benefits that may not be available on your own web site:

- · full-text indexing of text files;
- enhanced discoverability through <u>Google Scholar</u>, <u>OAIster</u>, and various repositories of scholarly material;
- a permanent and persistent web address for your work so that it may be reliably cited over time;
 managed archival services for your files.
- managed archival services for your files.

9. Can I still link to my work from my own web site?

Digital Repository FAQs

http://repositories.lib.utexas.edu/faqs#getting_started

Yes. One benefit of submitting to the Repository is that your work is assigned a permanent and persistent web address.

10. How does the UT Digital Repository differ from WebSpace?

Both online services allow UT faculty, staff, and students to store and access works, but there are differences:

	The Repository	WebSpace
Access to works from anywhere in the world	~	~
Long-term storage of works	~	х
Service for collaboration on works in progress	х	~
Works discoverable by Google, search engines	~	х
Can submit works in many formats	~	~
Persistent web address for works	~	х
Open access to works	~	х
Service for dissemination of works	~	Х
Must be current UT faculty, staff, or student to access works	×	~

11. What is the relationship between the UT Digital Repository and the Texas Digital Library?

UT Austin is a founding member of the Texas Digital Library (TDL), a group of higher education libraries in Texas working together on infrastructure to support digital repositories. For more information about TDL, its members, or its services, please visit http://www.tdl.org.

12. What are UT Digital Repository communities and collections?

The Repository organizes content around established collections to simplify the process of submitting your work and to provide you with the most flexibility for finding works of interest to you. Communities hold Collections, and Collections hold digital works. The Repository offers established Collections for faculty/staff/and student submissions. In addition, we will set up a community for those departments or research units on campus wishing to establish their own collections.

13. I'm trying to access the UT Digital Repository and am getting system errors or no response. Who should I report this to?

If you are trying to access the UT Digital Repository and it is not responding, please contact Colleen Lyon, Repository Curator, at <u>utdr-general@utlists.utexas.edu</u> to report the problem.

14. Why does an embedded video not play, or not play until it is fully loaded?

In order for video to play progressively the video must be created as a hinted format. If a video is not created in this format, then the whole video must download first before it will play. Sometimes your browser may timeout while the video is downloading. This situation tends to happen with Flash videos with an .flv extension. If it does, please try downloading the video again. If this does not work, the next step is to request the file be sent to you outside of a web browser.

If you are experiencing this or another issue with embedded video in the UT Digital Repository please contact Colleen Lyon, Repository Curator, at utdr-general@utlists.utexas.edu to report the problem. We will help you as we can, or put you in touch with the person who submitted the video.

Getting Started

15. How do I gain authorization to submit to the UT Digital Repository?

Faculty

If you are UT faculty, you are automatically authorized to submit to the <u>UT Faculty/Researcher Works collection</u>. Simply login to the UTDR with your EID and password, then click "submissions" on the right-hand navigation bar under My Account. From the Submissions page, click the link "start a new submission". If you are interested in submitting to a different collection or in setting up your own collection, please contact Colleen Lyon at <u>utdr-general@utlists.utexas.edu</u>.

Digital Repository FAQs

http://repositories.lib.utexas.edu/faqs#getting_started

Department

Departments or research centers on campus wishing to establish their own collections may do so by contacting Colleen Lyon at a utdr-general@utlists.utexas.edu to begin the process.

Staff

If you are UT staff, the first step is to identify the collection you would like to submit to within the Repository. Next, email Colleen Lyon, Repository Curator, at uto-general@utlists.utexas.edu to request authorization to submit your work (please include your full name and the name of the collection for which you are requesting authorization).

Students

Students wishing to submit must first obtain a faculty sponsor. Once faculty sponsorship has been obtained, contact the Repository Curator at <a href="https://doi.org/10.1081/j.com/ut/10.1081/j

16. How do I submit my work to the UT Digital Repository?

You should find the process of submitting to the UT Digital Repository quick and easy:

- obtain authorization (see question #15: "How do I gain authorization to submit to the UT Digital Repository?" for more information);
- login to the UT Digital repository;
- · select a collection;
- · grant a distribution license;
- · upload your work ;
- · describe your work ;
- · review your submission;
- · click Submit.

More detailed information about the submission process can be found in our $\underline{\mathsf{Help}}$ section, and you may see a short video showing the $\underline{\mathsf{submission}}$ process.

17. What descriptive information do I assign to my work during submission?

During submission the following information about your work is required:

- Author(s) or Creator(s)
- Title
- Date published or created
- Department
- Subject keywords/tag (at least one)

Additional information about your work is optional and encouraged:

- Publisher
- Citation
- · Series/Report number
- Identifiers (ISBN, ISSN, etc.)
- Type of work (article, preprint, technical paper, etc.)
- Language
- Abstract
- Sponsors
- Description

18. Does the UT Digital Repository automatically assign any descriptive information or tags?

At the time of submission the Repository automatically assigns:

- · A persistent web address for you and others to cite;
- The date of submission;
- The name of the submitter (as this may be different from the author/creator of the work);
- · File format (based on its extension).

19. How does my department or research unit set up its own collection?

If your department or research unit wants to establish a collection, we are happy to work with you to set up access, membership, and other parameters. Each collection will have one or more people who will help define specific procedures and guidelines. The <u>Collection Curator</u> should be a faculty or staff member from the department or research unit. For more information about collection responsibilities, see the <u>Collections Policy</u>. To get started, please contact Colleen Lyon at <u>utdr-general@utlists.utexas.edu</u>.

20. Can my department archive conference proceedings in the UT Digital Repository?

Yes. If the conference is organized or sponsored by UT Faculty or a UT Department, we can set up a collection or a series of collections in the <u>Conference Proceedings</u> community in the UTDR. To get started, please contact Colleen Lyon at <u>utdr-general@utlists.utexas.edu</u>.

Digital Repository FAQs

http://repositories.lib.utexas.edu/faqs#getting_started

Submission Questions

21. What kinds of materials/content can I put into the UT Digital Repository?

The Repository accepts research and scholarship, as well as works that reflect the intellectual and service environment of the campus. Specifically, all kinds of scholarly research materials and content including pre-prints, post-prints, previously published material (if allowed by the publisher), working papers, technical reports, presentations, data sets, as well as other scholarship not usually submitted for peer-reviewed publications may be submitted to an appropriate collection in the Repository. The work submitted must be ready for distribution (see the <u>Submission and Withdrawal Policy</u> for more information on submission guidelines).

22. Can I upload video and audio files into the UT Digital Repository?

The Repository will accept audio and video files - we have no format restrictions. Certain file formats will work with our media player and those that don't will be available for download only by users. Depending on the size of your files and the speed of your internet connection, you may experience difficulties or delays when uploading audio and video files for submission. Submission of any single file larger than 512 MB may require the assistance of the Repository Curator. Please contact Colleen Lyon, Repository Curator, at <a href="https://www.utc.number.org/utc.numb

23. What file formats can I submit to the UT Digital Repository?

Any digital format will be accepted; however, we encourage you to submit in a file format recommended for submission (please see $\underline{\text{Recommended File Formats}}$ for a list of preferred formats).

24. How does the UT Digital Repository decide the recommended file formats for submission?

The Repository recommends file formats based on the following characteristics:

- · openly documented;
- · supported by a range of software platforms;
- · widely adopted;
- no compression (or lossless data compression);
- does not contain embedded files or embedded programs/script;
- · not a proprietary format.

25. Is there a limit on file size?

Submission of any single file larger than 512 MB may require the assistance of the <u>Repository Curator</u>. Please contact Colleen Lyon, Repository Curator, at <u>utdr-general@utlists.utexas.edu</u> if you plan to submit files larger than 512 MB.

26. Is there a limit on the number of files I may submit?

There is no limit on the number of files you may submit. Should you have more than 500 files for submission, please contact Colleen Lyon, Repository Curator, at utdr-general@utlists.utexas.edu to request a batch load.

27. Can I use the UT Digital Repository to publish an electronic journal?

You may use the Repository to archive an electronic journal and make it available online; however, the Repository is not an electronic journal publishing system and has no workflows for peer review. The Texas Digital Library (TDL) provides journal publishing services with a peer review workflow for researchers who want to start new journals or migrate an existing peer-reviewed journal to a new online system. Please visit http://journals.tdl.org/ for more information on this service from TDL.

Copyright and Intellectual Property Questions

28. What rights do I grant The University of Texas at Austin when I submit my work in the UT Digital Repository?

When you agree to our standard Distribution License you grant the Repository the $\underline{\text{non-exclusive}}$ right to:

- · retain, reproduce, and distribute the submitted work;
- keep more than one copy of the work for purposes of security, backup, preservation, and access, and:
- migrate the work to various formats as needed in perpetuity for preservation and usability.

For additional information, please see the Copyright and Licensing Repository Policy.

29. What rights do I retain to my work when submitting to the UT Digital Repository?

You, or your copyright assignees, retain all your intellectual property rights. The limited rights you grant to the Repository are <u>non-exclusive</u>, and your ability to grant, assign, or retain any and all rights you had before your submission does not change as a result of your submission. For more information

Digital Repository FAQs

http://repositories.lib.utexas.edu/faqs#getting_started

please see the <u>Copyright and Licensing Policy</u>. Please note that some publishers may ask that you grant them exclusive rights to your work, thus limiting your ability to use the work as you see fit and perhaps even limiting your ability to submit it to the Repository.

30. If I no longer hold the copyright to an article or other publication, can I still submit it to the UT Digital Repository?

Most publishers will allows some version of a previously published article to be made freely accessible online. The <u>Sherpa list of Publisher Copyright Policies and Self-Archiving</u> is the most definitive list of publisher policies at this current time. You may also ask your publisher whether you can submit your previously published work into the Repository. If you have questions about submitting previously published materials, please contact Colleen Lyon at https://dx.doi.org/licenses/bears.com/

Initially when you publish you may negotiate with the publisher to retain the right to submit your work to the Repository by using the <u>SPARC Author Addendum</u> or by directly modifying the publisher's license. SPARC offers other useful resources for authors as well (see http://www.arl.org/sparc/author/). Please see the Copyright and Licensing Policy_for more information.

31. Can I place material someplace else if I've already submitted it to the UT Digital Repository?

It depends. Some publishers will not accept material that has been made available elsewhere - even if it has not been formally published. This is slowly changing, but we do recommend checking with potential publishers to ensure that you can safely submit a <u>preprint</u>, for example, into the Repository. The <u>Sherpa list of Publisher Copyright Policies and Self-Archiving</u> is the most definitive list of publisher policies at this current time.

32. I just found some interesting work by someone else in the UT Digital Repository and am about to download it—what can I do with that work once I have it?

Unless otherwise noted in the Repository or the work itself, you should treat the work like any other copyrighted material and may make "Fair Use" of it as allowed by law.

33. I found my work in the UT Digital Repository and I didn't add it. Who uploaded it and why is it there?

The administrators for the UT Digital Repository occasionally come across UT-authored articles that are free of any copyright restrictions that would limit their distribution. These are usually open access publications that are published with a <u>CC-BY</u> (Creative Commons Attribution) license. Since the repository was established to provide open, online access to the scholarship of the university, we add those articles to the UT Digital Repository. If you have questions or concerns about your work, please contact Colleen Lyon at <u>utdr-general@utlists.utexas.edu</u>.

Access and Privacy Questions

34. Can I restrict access to work I submit to the UT Digital Repository? If so, to whom, and for how long?

The UT Digital Repository was established to provide open access to the digital works of the University; however, in exceptional cases access restrictions may be warranted. Concerns about access restrictions should be discussed with the Repository Curator before submission of a work occurs. Please contact Colleen Lyon, Repository Curator, at utdr-general@utlists.utexas.edu with questions or concerns about restricting access to a work.

Access to electronic dissertations are open in accordance with the policies of the Office of Graduate Studies; see FAQ #38.

35. Can I make changes to an item once I've submitted it to the UT Digital Repository?

The Repository does not support revisions or editing of works once they are in the Repository. However, you may make separate submission of different versions of a work (e.g., submitting both a preprint and a postprint).

Revisions to electronic theses or dissertations are not accepted; see FAQ #39.

36. Can items be withdrawn from the UT Digital Repository?

Under special circumstances, items may be withdrawn from the Repository. Please see the Withdrawal section of the <u>Submission and Withdrawal Policy</u> for more information.

Access to electronic dissertations are open in accordance with the policies of the Office of Graduate Studies; see FAQ #38.

37. What privacy policies are in place for the UT Digital Repository?

The UT Digital Repository adheres to $\underline{\text{UT's Web Privacy Policy}}$ and to the security standards for $\underline{\text{Category II data}}$.

Electronic Theses and Dissertations Questions

Digital Repository FAQs

http://repositories.lib.utexas.edu/faqs#getting_started

38. I've found my Thesis/Dissertation in the Repository and I don't think it should be there.

Graduating doctoral students at The University of Texas at Austin, beginning with the summer semester of 2001, are required to publish an electronic copy of their dissertation. Master's students, beginning with the fall semester of 2010, are required to publish an electronic copy of their thesis. The UT Digital Repository accepts deposits of Theses and Dissertations from the Office of Graduate Studies at UT Austin. These digital documents and their metadata are exposed to Google and other search engines upon deposit so they can be available to the world for viewing and downloading.

For more information please contact:

• UT Libraries: Paul Rascoe, 512-495-4262, prascoe@mail.utexas.edu

• UT Office of Graduate Studies: 512-471-4511

Or contact the Dean of Graduate Studies (in writing only, not an email message):

Judith H. Langlois,

Vice Provost and Dean of Graduate Studies, ad interim

The University of Texas at Austin

Office of the Vice Provost and Dean of Graduate Studies

1 University Station G0400 Austin, TX 78712

39. I've found my Thesis/Dissertation in the Repository, and I'd like to amend it. Can I submit additional material or replace it altogether with a new version?

No. The digital version of your work in the UT Digital Repository is an exact copy of your submitted version, which was signed and approved by your committee and the Office of Graduate Studies. The UT Libraries cannot accept modified or replacement versions. If you would like more information about modifying your thesis or dissertation, please contact in writing (not an email message) the Dean of the Office of Graduate Studies at this address:

Judith H. Langlois, Vice Provost and Dean of Graduate Studies, *ad interim* The University of Texas at Austin Office of the Vice Provost and Dean of Graduate Studies 1 University Station G0400 Austin, TX 78712

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Promoting the Wisconsin Idea by providing professional leadership in the creation of quality digital resources from libraries and archives for faculty, staff and students, citizens of the state and scholars at large.





FAQ — MINDS@UW

Fundamentals

- 1. What is MINDS@UW?
- 2. Whom do I contact about MINDS@UW?

Ownership, Copyright, and Permissions

- 1. Who can deposit content into MINDS@UW?
- Can I deposit content that I created before I joined the UW? What happens to my MINDS@UW content if I leave the UW?
- 3. Can I put already-published work in MINDS@UW?
- 4. Does MINDS@UW take over my copyright when I deposit my work?
- 5. What is Creative Commons? How is a Creative Commons license different from the MINDS@UW license?
- 6. Can I deposit institutional records such as meeting minutes into MINDS@UW?
- 7. Can I restrict access to my content in MINDS@UW?

Depositing Work

- 1. How do I add my work to MINDS@UW?
- 2. Will I need special software to upload content?
- 3. What types of digital files are accepted?
- 4. Can MINDS@UW scan my paper documents into digital form for me?
- 5. Can I remove items once they've been posted in MINDS@UW?
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About MINDS@UW

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- 2. What does MINDS@UW stand for?
- 3. Who is responsible for managing MINDS@UW?

Fundamentals

FAQ-MINDS@UW

http://uwdcc.library.wisc.edu/minds/faq.shtml

1. What is MINDS@UW?

MINDS@UW is designed to store, index, distribute, and preserve the digital materials of the University of Wisconsin. Content, which is deposited directly by UW faculty and staff, may include research papers, pre-prints, datasets, photographs, videos, theses, conference papers, or other intellectual property in digital form. The content is then distributed through a searchable Web interface. MINDS@UW uses DSpace software; for more information about DSpace, please visit: http://www.dspace.org/.

2. Whom do I contact about MINDS@UW?

Feel free to contact any librarian that you normally work with. Otherwise, most UW campuses have a MINDS@UW liaison:

Eau Claire: Greg Kocken
Green Bay: Marlys Brunsting
LaCrosse: Bill Doering
Madison: Peter Gorman
Milwaukee: Michael Doylen
Parkside: Nick Weber
River Falls: Lisa Pillow

Stevens Point: Terri Muraski
 Stout: Carol Hagness
 Superior: Debra Nordgren
 Whitewater: Dianne Witte

- UW-Colleges: Mark Rozmarynowski

You may also contact MINDS@UW coordinator **Peter Gorman** (608-265-5291) with any MINDS@UW-related questions. If your campus does not currently have a MINDS@UW liaison, the MINDS@UW coordinator is your contact.

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Ownership, Copyright, and Permissions

1. Who can deposit content into MINDS@UW?

Any person or group within the UW System can submit content. Content created cooperatively with co-authors who are not affiliated with the UW are also accepted, as long as at least one of the authors is affiliated with the UW and the submitter owns sufficient rights to the material.

2. Can I deposit content that I created before I joined the UW? What happens to my content in MINDS@UW if I leave the UW?

You may submit content you created before you joined the UW as long as you hold sufficient rights to the item. MINDS@UW does not remove content once submitted; if you leave, your content will still be preserved. You may add it to another repository or site, if you like, without needing to consult MINDS@UW.

3. Can I put already-published work in MINDS@UW?

Maybe. Digitized works whose published originals have **passed into the public domain** can certainly be included.

Otherwise, assuming that you originally created the work, but you signed some sort of copyright-transfer agreement with your publisher:

For books: If the book is out-of-print in the United States, and your contract with the book publisher contained a clause that reverts the copyright to you after the book goes out-of-print, then you have sufficient rights to submit the book to MINDS@UW. Check Bowker's Books in Print for your book's publication status.

For journal articles: Many publishers give blanket permission to post one or more of the pre-print (pre-peer-review manuscript), post-print (final manuscript after peer review and editing), or publisher's typeset PDF to a repository like MINDS@UW. The first place to look for such permission is SHERPA/ROMEO, a database of publisher policies. The next place to look is the publisher's own website, which often includes its policies or its standard publication agreements.

You can retain your right to deposit your articles in MINDS@UW no matter what journals or publishers you prefer by adding an "author addendum" to your publication agreement. The UW-Madison Faculty Senate encourages all UW-Madison faculty to use the CIC addendum. Faculty on other campuses are welcome to use it as well, or to substitute another of their choice.

4. Does MINDS@UW take over my copyright when I deposit my work? No. The MINDS@UW license is non-exclusive, meaning that you give MINDS@UW permission to do what it normally does—preserve and display content—but you do not give up any rights to do the same things yourself.

MINDS@UW does not limit what else you do with your work.

5. What is Creative Commons? How is a Creative Commons license different from the MINDS@UW license?

Creative Commons licenses allow you to give blanket permission to endusers for certain uses of your work under certain conditions, without in any way damaging your rights over the same work. They are excellent for teachers and scholars, who can allow other teachers and scholars to reuse their work without the tiresome process of seeking additional permissions.

Creative Commons licensing is completely optional; simply click the "Skip Creative Commons" button at that stage to bypass the Creative Commons licensing process. Without it, your work enjoys the customary protections of copyright.

The Creative Commons license is *not* a substitute for the MINDS@UW license. Creative Commons licenses are an agreement between you (as the depositor) and those who download your work from MINDS@UW. The MINDS@UW license is an agreement between you and the University of Wisconsin; it covers actions (such as transformation of your digital files for preservation purposes) that Creative Commons licenses do not. Accepting the MINDS@UW license is not optional.

Can I deposit institutional records such as meeting minutes into MINDS@UW

Institutional records should follow proper records-retention procedures. Please get in touch with **University Archives and Records Management Services** for advice on records management. MINDS@UW has no provision for using retention schedules or other important records management policies.

FAQ-MINDS@UW

http://uwdcc.library.wisc.edu/minds/faq.shtml

7. Can I restrict access to my content in MINDS@UW?

To some extent, yes, though we *strongly prefer* that you make your work available to the world, in agreement with MINDS@UW's mission and the **Wisconsin Idea**.

The descriptive information (author, title, keywords, etc.) about an item in MINDS@UW cannot be access-restricted. Digital content can be restricted to a range of Internet addresses, either by default in a given collection, or on a case-by-case basis.

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Depositing Work

1. How do I add my content to MINDS@UW?

If you have not added anything to MINDS@UW before, please check with your MINDS@UW liaison to be given deposit rights to the appropriate MINDS@UW collection(s) for your content. If no appropriate collection exists, your MINDS@UW liaison will help you get one started.

To deposit content, just log in (using "Shibboleth authentication") and click the "Start a New Submission" button. From there, just follow the screens. You may pause a submission at any time; MINDS@UW remembers what you have already entered. If you have questions or run into difficulties, ask your MINDS@UW liaison or simply use the feedback form

Will I need special software to upload content? No. Only a web browser.

3. What types of digital files are accepted?

MINDS@UW can accept almost any self-contained file format. To help ensure that your content remains readable and usable long into the future, however, MINDS@UW *prefers* open, standard, non-proprietary, common formats whenever they are available. Please **contact us** if you have any questions or concerns about appropriate file formats.

- 4. Can MINDS@UW scan my paper documents into digital form for me? Unfortunately, no. Check with your campus's IT division for scanning equipment and training. If you have a substantial and/or highly valuable collection, consider contacting the UW Digital Collections Center about their digital project development process.
- 5. Can I remove items once they've been posted in MINDS@UW? Under most circumstances, no. MINDS@UW's primary goal is to preserve its contents indefinitely. MINDS@UW is not meant for ephemeral content and items likely to be revised.

Mistakes do happen, and problems do arise; in that case, **contact the MINDS@UW coordinator**.

6. Can I submit content to MINDS@UW from an already existing database?

Yes, using the normal MINDS@UW submission workflow.

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Using, Searching, and Browsing MINDS@UW Content

FAQ-MINDS@UW

http://uwdcc.library.wisc.edu/minds/faq.shtml

1. Does a Google search find content in MINDS@UW?

Yes. Google indexes MINDS@UW regularly, and MINDS@UW contents are included in Google Scholar as well.

2. Who can view content located in MINDS@UW?

MINDS@UW is an open archive and its contents are therefore accessible free of charge to anyone on the World Wide Web. While it may be possible possible to restrict access to parts of MINDS@UW, we do not encourage it. The goal of MINDS@UW is to allow any person with an Internet connection and web browser to view its contents.

3. Is MINDS@UW full-text searchable?

For most items, yes. Exceptions would include scanned pages that do not undergo optical character recognition (OCR).

4. How do I search across a lot of sites like MINDS@UW?

You could use Google or Google Scholar, but your results would be mixed with non-academic sources.

Try OAlster instead. It crawls MINDS@UW and hundreds of repositories like it. Also consider the Registry of Open Access Repositories search page, the National Science Digital Library, and for open access journal content, the Directory of Open Access Journals.

If you're interested in open access within a particular discipline, **ask the MINDS@UW coordinator** what resources are available.

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MINDS@UW Organization

1. What is the difference between a community and a collection?

A community is a group of *people*, such as a campus, department, or research unit. Communities may contain sub-communities and collections.

A collection is a group of *content items*. Decisions about deposit rights and workflows happen on this level.

2. What do I need to know to create a community in MINDS@UW? Can I get training somewhere?

The MINDS@UW coordinator can provide initial training (as well as consultation later on) in getting your community off the ground. This instruction will help your community to establish its workflow and to learn about the MINDS@UW interface. The process of putting items into MINDS@UW is relatively intuitive and does not require knowledge of any specialized software.

3. Can I change my community or collection's name, logo, or description after it's created?

Certainly! Just ask via the MINDS@UW feedback form.

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About MINDS@UW

1. Why did the UW Libraries decide to start MINDS@UW?

MINDS@UW was created to collect and disseminate scholarly material created at the University of Wisconsin. It was envisioned as a means to preserve scholarly output and disseminate material not supported by

FAQ—MINDS@UW

http://uwdcc.library.wisc.edu/minds/faq.shtml

traditional print media publication.

2. Who is responsible for managing MINDS@UW?

The University of Wisconsin Digital Collections Center (UWDCC) is responsible for maintaining MINDS@UW's hardware, software, and interface. See MINDS@UW People for a complete list of staff associated with MINDS@UW.

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431 Memorial Library | 728 State Street | Madison,

ph: 608.262.3197 | fax: 608.265.2754

digitalcontent@library.wisc.edu

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Technical Assistance | Content/Navigation Questions
Accessibility Information | UW Digital Collections

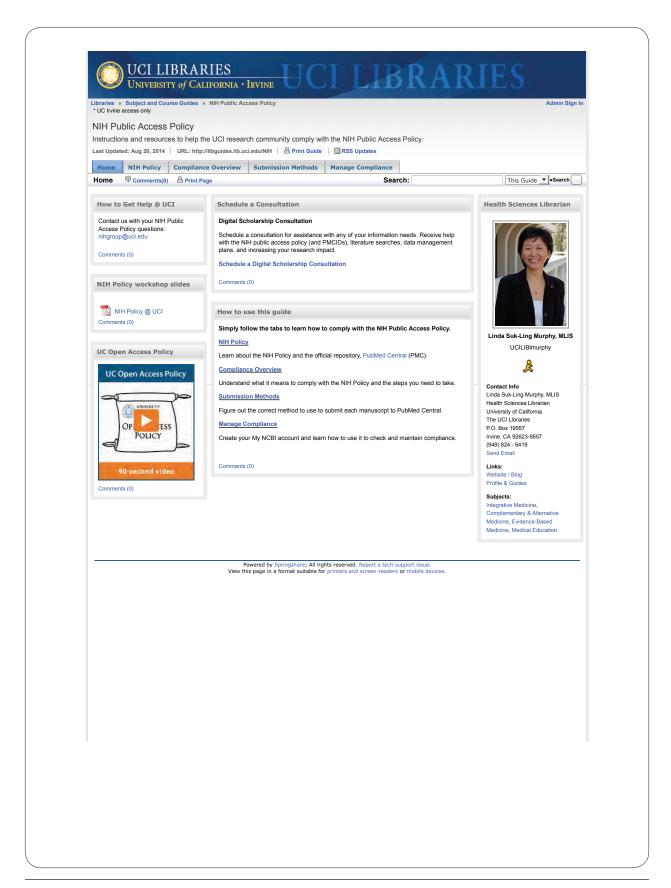


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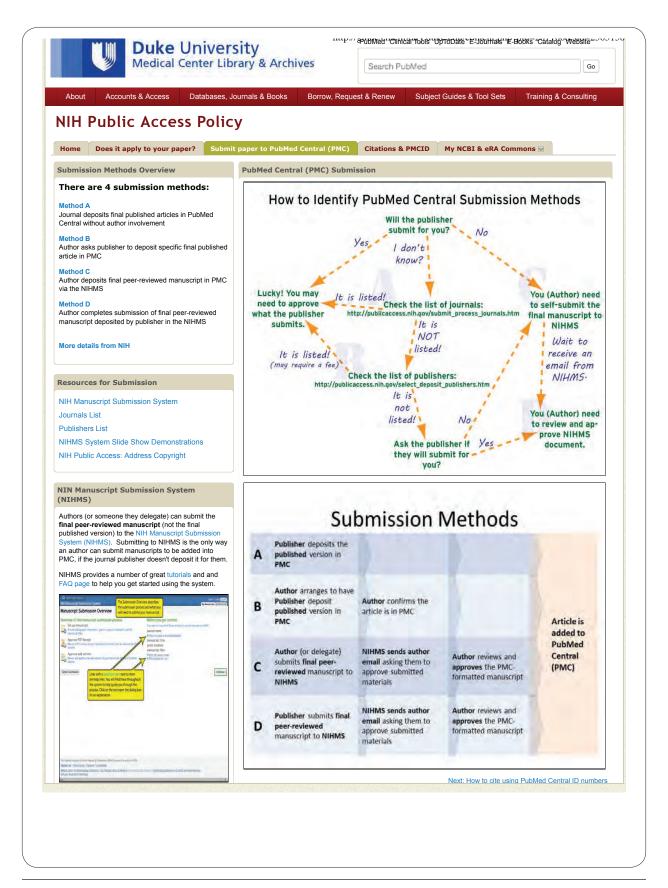
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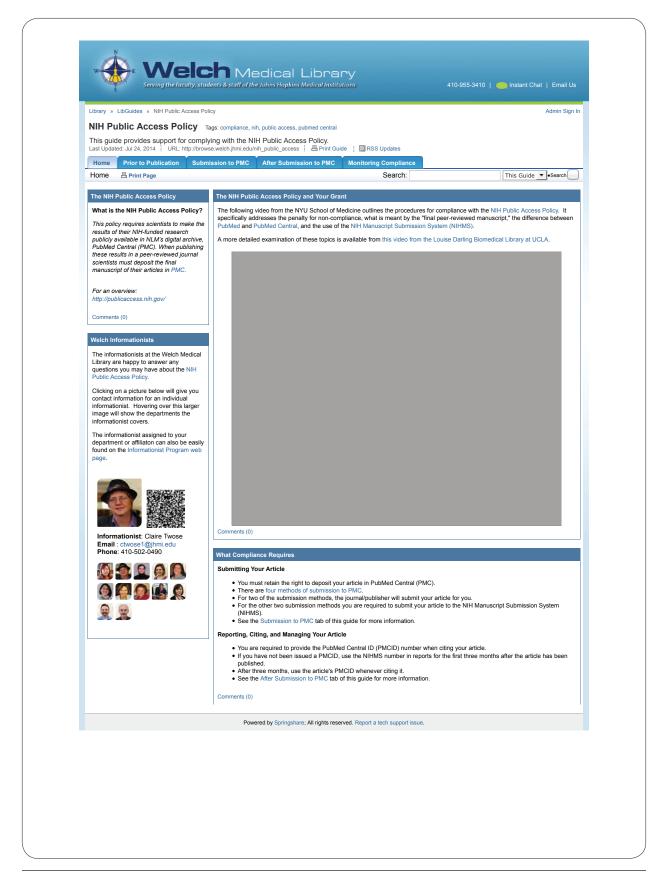
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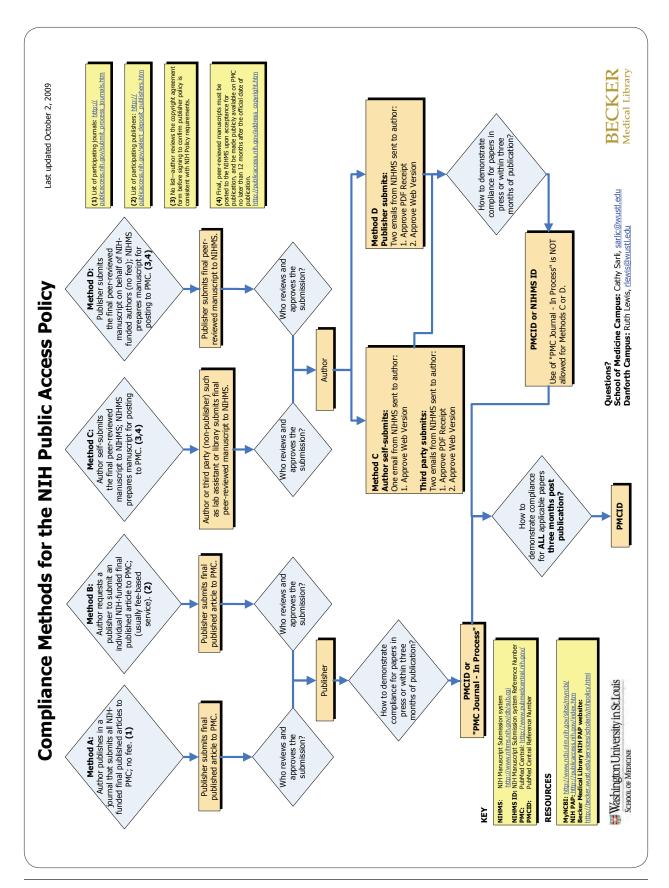


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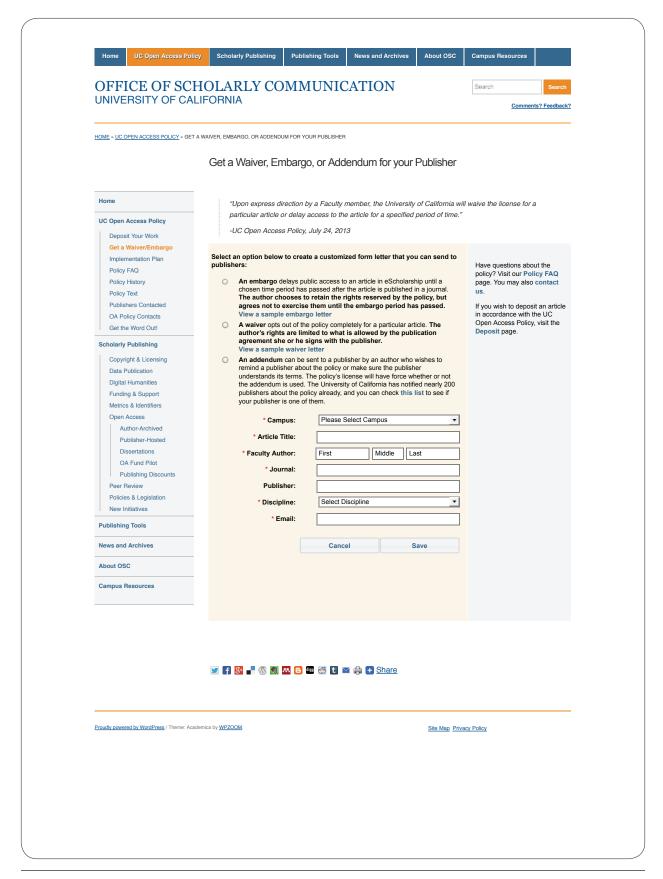
https://becker.wustl.edu/sites/default/files/archived-pdfs/NIHComplianceFlowchart.pdf



Author Addenda

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Get a Waiver, Embargo, or Addendum for your Publisher http://osc.universityofcalifornia.edu/open-access-policy/waiver-embargo-addendum/



UNIVERSITY OF IOWA

Addendum to Publication Agreements for University of Iowa Authors http://ir.uiowa.edu/UI_AuthorsAddendum_with_instructions.pdf



University of Iowa Libraries

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Addendum to Publication Agreements for University of Iowa Authors http://ir.uiowa.edu/UI_AuthorsAddendum_with_instructions.pdf

Copyright Addendum Instructions

The addendum is intended as a convenient way to seek the kinds of rights most academic authors would value. Here is how you might use it:

- Sign your publisher's copyright transfer or publication agreement when you submit your final
 manuscript for publication with the following statement written above your signature: "subject to
 attached amendment"
- 2. Attach this amendment with the information filled in and your signature at the bottom.
- Send both to publisher and save a copy for your records.

The publisher may accept the amendment, reject it outright, or offer a different (more generous) version of the original agreement. You can at that point sign the original or modified version of the agreement, continue negotiations, or seek an alternative outlet for your article.

If at any point you would like to consult someone about options, or if you or your publisher have questions or concerns, contact: Michael Wright, Interim Associate University Librarian for Collections & Scholarly Communication, michael-wright@uiowa.edu, 319-335-5867.

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Amendment to Publication Agreement

http://libraries.mit.edu/scholarly/files/2010/10/mit-amendment-oa-policy-2009-new-font.pdf

Instructions to authors for use of MIT Amendment to Publication Agreement

Step 1: Sign your publisher's copyright transfer or publication agreement when you submit your final manuscript for publication with the following statement written above your signature:

"subject to attached amendment"

Step 2: Attach this amendment (next page) with the information filled in and your signature on the bottom.

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To help assess the success of MIT authors using the amendment, please also follow these additional steps:

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Step 5: Please give us any feedback that you receive from the publisher, by emailing <u>amend-cip@mit.edu</u>.

If you would like support when a publisher asks questions or raises objections about the amendment: send email to amend-cip@mit.edu, or contact Ellen Duranceau, Scholarly Publishing and Licensing Consultant, efinnie@mit.edu, x38483.

MIT amendment to publication agreement draft rev 1/2909

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http://libraries.mit.edu/scholarly/files/2010/10/mit-amendment-oa-policy-2009-new-font.pdf

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	(manuscript title)
	(journal name)
2.	The parties to the Publication Agreement and to this Amendment are:
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UNIVERSITY OF MICHIGAN

University of Michigan Author's Addendum http://www.lib.umich.edu/files/services/copyright/UM_Authors_Addendum.pdf

University of Michigan Author's Addendum

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UNIVERSITY OF MICHIGAN

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Addendum

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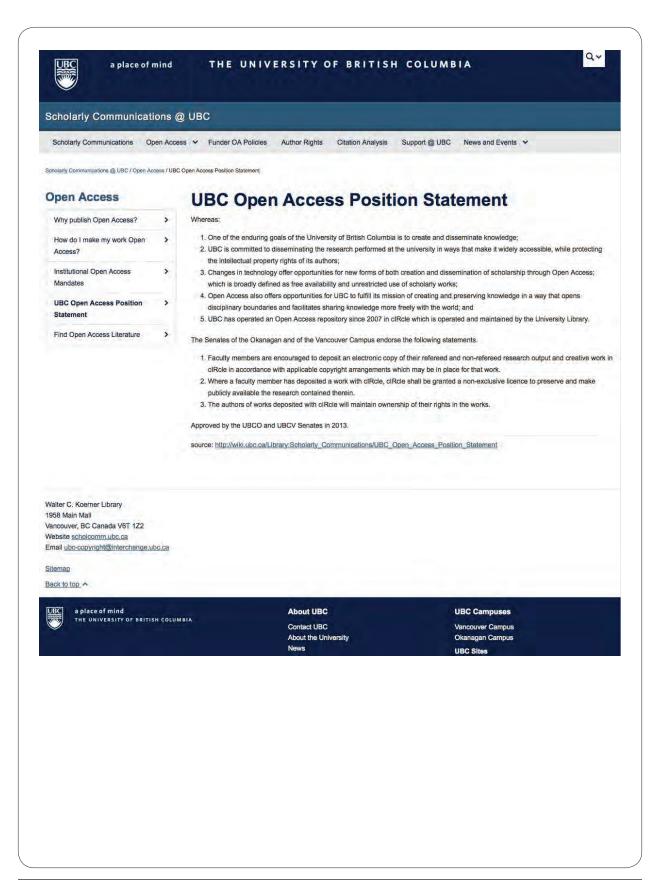
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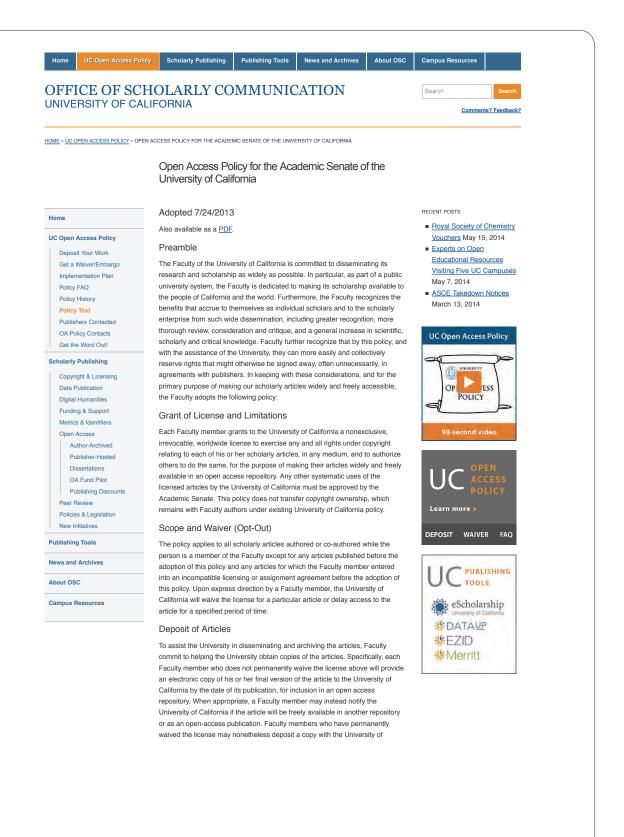
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http://scholcomm.ubc.ca/open-access/ubc-open-access-position-statement/



UNIVERSITY OF CALIFORNIA

Open Access Policy for the Academic Senate of the University of California http://osc.universityofcalifornia.edu/open-access-policy/policy-text/



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Open Access Policy for the Academic Senate of the University of California http://osc.universityofcalifornia.edu/open-access-policy/policy-text/

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Oversight of Policy

The Academic Senate and the University of California will be jointly responsible for implementing this policy, resolving disputes concerning its interpretation and application, and recommending any changes to the Faculty. Any changes to the text of this policy will require approval by both the Academic Senate and the University of California. The Academic Senate and the University of California will review the policy within three years, and present a report to the Faculty and the University of California.

The Faculty calls upon the Academic Senate and the University of California to develop and monitor mechanisms that would render implementation and compliance with the policy as convenient for the Faculty as possible.



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Site Map Privacy Policy

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FLORIDA STATE UNIVERSITY

Open Access Policy

https://www.lib.fsu.edu/tads/open-access-policy



Technology and Digital Scholarship

Scholarly Communication

Data Management

Open Access

Open Access Resolution

Open Access Publishing Fund

DigiNole Commons

Theses and Dissertations

Apps for research

OneSearch: Limitations

Technology and Digital Scholarship News

The FSULIB Blog quiet launch

Open Access Policy

The Florida State University Faculty Senate - Open Access
Resolution

Approved by Faculty Senate, Oct. 19, 2011

The faculty of The Florida State University is committed to disseminating its research and scholarship as widely as possible. This resolution is intended both to confirm the public benefit of such dissemination and to serve faculty interests by promoting greater reach and impact for scholarly publications. In keeping with these commitments, the Faculty Senate adopts the following resolution.

Resolution

The Faculty Senate of The Florida State University, consistent with the University's mission to "preserve, expand and disseminate knowledge" and to provide broad access to institutional resources and services, endorses the storage and preservation of scholarly publications in The Florida State University's open access institutional repository.

This resolution aims to extend the university's mission into the digital age. Its goals are to remove access barriers to publicly-funded scholarship, to centralize the University's intellectual output while maintaining quality filters and supporting established publishing opportunities, and to support faculty who wish to pursue open access publishing whenever consistent with their

FLORIDA STATE UNIVERSITY

Open Access Policy

https://www.lib.fsu.edu/tads/open-access-policy

professional goals.

Resolution Implementation

Implementation of this resolution is dependent on the foundation and development of infrastructure, including a university library-supported institutional repository and Scholarly Communications staff who will coordinate and facilitate the digital collection process for faculty. The Faculty Senate calls upon the Faculty Senate Library Committee and the Florida State University Libraries to explore and address the implementation of this resolution, including the needs to:

- · protect authors' intellectual property
- maintain Florida State University standards for Promotion and Tenure
- promote quality and prestige in scholarly publishing
- develop policies and procedures for the governance of this resolution
- explore scholarship publishing in emerging platforms and digital contexts

The Faculty Senate, Vice President for Faculty Development and Advancement and the Dean of the University Libraries will be responsible for interpreting this resolution. The resolution and its implementation will be reviewed yearly in conjunction with the Faculty Senate Library Committee with a report presented to the Faculty Senate.

A great university requires a great library 25 25 Make your gift in support of FSU Libraries today!

Library Hours Maps and Directions Employment Giving to the Libraries Staff Login Comments?

GEORGIA INSTITUTE OF TECHNOLOGY

5.5 Policy on Open Access to Faculty Publications

http://www.policylibrary.gatech.edu/faculty-handbook/5.5-policy-open-access-faculty-publications



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- 5.3 Intercollegiate
- Access to Faculty
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- 5.6 Conflict of Interest and Outside Professional Activity Policy
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- ► <u>Employment</u>
- ▼ Faculty Handbook
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- of Expression

 5.2 Academic Rights
 and Responsibilities
- 5.3 Intercollegiate
 Athletics Governance
- ▶ <u>5.4 Intellectual</u>

5.5 POLICY ON OPEN ACCESS TO FACULTY PUBLICATIONS

Printer-friendly version

The Faculty of Georgia Tech is committed to disseminating the fruits of its research and scholarship as widely as possible. In addition to the public benefit of such dissemination, this policy is intended to serve faculty interests by promoting greater reach and impact for articles, simplifying author retention of distribution rights, and aiding in electronic preservation. In keeping with these commitments, the Faculty adopts the following policy:

Each Faculty member grants to Georgia Tech Research Corporation (hereinafter "GTRC") nonexclusive permission to make available his or her scholarly articles and to exercise the copyright in those articles for the purpose of open dissemination. In legal terms, each Faculty member grants to GTRC a nonexclusive, irrevocable, royalty-free, worldwide license to exercise any and all copyrights in his or her scholarly articles published in any medium, provided the articles are not sold or licensed for a profit by GTRC or any GTRC-granted licensee.

This policy applies to all published scholarly articles that any person authors or co-authors while appointed as a member of the Faculty, except for any such articles authored or co-authored before the adoption of this policy, or subject to a conflicting agreement formed before the adoption of this policy, or conducted under a classified research agreement. Upon notification by the author, the Provost or Provost's designate will waive application of this license for a particular article. At author request, access will be delayed for up to one year.

To assist in distributing the scholarly articles, each Faculty member will make available an electronic copy of his or her final version of the article at no charge to a designated representative of the Provost's Office in appropriate formats (such as PDF) specified by the Provost's Office, no later than the date of publication. The Provost's Office or designate will make the scholarly article available to the public in an open-access institutional repository.

In lieu of submission to a Georgia Tech institutional repository, an author may satisfy the terms of this policy by making such work available through an alternative repository of the author's choosing, with notification to the Provost or Provost's designate, provided that such repository makes the work accessible in full-text to the public, without costs imposed on any individual user, and that it offers to preserve and maintain access to the work indefinitely.

The Provost will charge an Open Access Policy and Implementation Committee with policy interpretation and with developing a plan that renders compliance with the policy as convenient for the faculty as possible. The OA Policy and Implementation Committee comprises two members of the Library/Faculty Advisory Board, one member of the Faculty Services Committee, one member of the library staff, and one representative of GTRC.

The policy and service model will be reviewed after three years and a report presented to the Faculty. Thereinafter, the policy will be reviewed every five years.

In applying these policies to specific scholarly articles, faculty should utilize the Library's website,

 $\underline{\text{http://www.library.gatech.edu/scdc/open_access}} \text{ or } \underline{\text{http://library.gatech.edu/scdc/SMARTech_submission.}}$

< 5.4 Intellectual Property Policy</p>

up

5.6 Conflict of Interest and Outside Professional Activity Policy >

Open Access Policy for University of Kansas Scholarship http://policy.ku.edu/governance/open-access-policy





GOVERNANCE POLICY

Open Access Policy for University of Kansas Scholarship

PURPOSE:

Provide the broadest possible access to the journal literature authored by KU faculty.

APPLIES TO:

KU Faculty

CAMPUS:

Lawrence, Edwards,

CONTENTS:

The faculty of the University of Kansas (KU) is committed to sharing the intellectual fruits of its research and scholarship as widely as possible and lowering barriers to its access. In recognition of that commitment and responsibility, the KU faculty is determined to take advantage of new technologies to increase access to its work by the citizens of Kansas and scholars, educators, and policymakers worldwide. In support of greater openness in scholarly endeavors, the KU faculty agrees to the following:

Each faculty member grants to KU permission to make scholarly peer-reviewed journal articles to which he or she made substantial intellectual contributions publicly available in the KU open access institutional repository, and to exercise the copyright in those articles. In legal terms, the permission granted by each faculty member is a nonexclusive, irrevocable, paid-up, worldwide license to exercise any and all rights under copyright relating to each of his or her scholarly articles, in any medium, and to authorize others to do the same, provided that he articles are not sold for a profit. This license in no way irrevocably interferes with the rights of the KU faculty author as the copyright holder of the work.

The policy will apply to all scholarly peer-reviewed journal articles

Open Access Policy for University of Kansas Scholarship http://policy.ku.edu/governance/open-access-policy

authored or co-authored while a faculty member of KU. To assist in the open distribution of the articles, faculty members will provide bibliographic information and an electronic copy of each article within 30 days of publication to the Provost's Designate. The license granted to KU regarding an article will be waived by the Provost's Designate at the sole discretion of the faculty member upon written/electronic notification. The Provost's office will be responsible for interpreting this policy, resolving disputes concerning its application, and recommending changes as necessary. This policy will be reviewed by Faculty Governance, in concert with the Provost's office, every three years, and a report presented to Faculty Governance. A broadly representative Open Access Advisory Board made up of faculty, representatives from faculty governance, and the Provost's Office will provide additional guidance and oversight in policy implementation.

POLICY STATEMENT:

Faculty members grant permission to the university to make a copy of their scholarly journal articles available in the open access repository, KU ScholarWorks.

CONTACT:

University Governance

33 Strong Hall

1450 Jayhawk Blvd

Lawrence, KS 66045

785-864-5169

APPROVED BY:

Faculty Senate, Provost, Chancellor

APPROVED ON:

Thursday, April 30, 2009

EFFECTIVE ON:

Thursday, April 30, 2009

REVIEW CYCLE:

Annual (As Needed)

BACKGROUND:

This policy is reviewed every three years. Last reviewed FY2014

The faculty of the University of Kansas (KU) is committed to sharing the intellectual fruits of its research and scholarship as widely as possible and lowering barriers to its access. In

Open Access Policy for University of Kansas Scholarship http://policy.ku.edu/governance/open-access-policy

determ	ition of that commitment and responsibility, the KU faculty is ined to take advantage of new technologies to increase to its work by the citizens of Kansas and scholars,	
educat	ors, and policymakers worldwide.	
RELAT	TED POLICIES:	
Open A	Access Policy for University of Kansas Scholarship	
RELAT	TED PROCEDURES:	
Proces	ses to Implement the KU Open Access Policy »	
DEFIN	ITIONS:	
	access" refers to digital access to the scholarly journal re that is made available without financial or legal barriers reader.	
KEYW	ORDS:	
Open a	access, institutional repository, scholarship	
REVIE	W, APPROVAL & CHANGE HISTORY:	
10, 201	d February 11, 2010, and approved by Chancellor March 10, to include implementation information and sibilities.	
LEAVE	FEEDBACK	
	Policy Library Search	
	Policy Library Search Search	
	Search	
	Can't Find What You're Looking For?	

Open Access Policy for University of Kansas Scholarship http://policy.ku.edu/governance/open-access-policy

New Policies in the last 30 days · Bylaws, Department of Women, Gender, and Sexuality Studies · School of Music Procedures for (a) the Promotion and Tenure Process and (b) the **Progress Toward Tenure Process** · Faculty Evaluation Plan, Department of **English** · Bylaws, Department of Physics and Astronomy · Post-tenure Review Criteria and Procedures, Department of Germanic Languages & Literatures more » Policies Revised in the last 30 days · Alcoholic Beverage Request Form · Transfer Coursework, Minimum Grade and **GPA Calculation** • Undergraduate Enrollment Deposit Deferment Policy: Office of Admissions and Scholarship · Undergraduate Admission Records Retention Policy: Office of Admissions and Scholarships · Undergraduate Admission Appeal: Office of Admissions and Scholarships more » **KU Today** Human rights advocate to explain child refugee crisis along U.S.-Mexico border - All KU News » Apply » 46 nationally ranked graduate programs. −U.S. News & World Report

MIT Faculty Open Access Policy

http://libraries.mit.edu/scholarly/mit-open-access/open-access-at-mit/mit-open-access-policy/



MIT Faculty Open Access Policy

Policy adopted by unanimous vote of the faculty on 3/18/2009:

The Faculty of the Massachusetts Institute of Technology is committed to disseminating the fruits of its research and scholarship as widely as possible. In keeping with that commitment, the Faculty adopts the following policy: Each Faculty member grants to the Massachusetts Institute of Technology nonexclusive permission to make available his or her scholarly articles and to exercise the copyright in those articles for the purpose of open dissemination. In legal terms, each Faculty member grants to MIT a nonexclusive, irrevocable, paid-up, worldwide license to exercise any and all rights under copyright relating to each of his or her scholarly articles, in any medium, provided that the articles are not sold for a profit, and to authorize others to do the same. The policy will apply to all scholarly articles written while the person is a member of the Faculty except for any articles completed before the adoption of this policy and any articles for which the Faculty member entered into an incompatible licensing or assignment agreement before the adoption of this policy. The Provost's designate will waive application of the policy for a particular article upon written notification by the author, who informs MIT of the reason.

To assist the Institute in distributing the scholarly articles, as of the date of publication, each Faculty member will make available an electronic copy of his or her final version of the article at no charge to a designated representative of the Provost's Office in appropriate formats (such as PDF) specified by the Provost's Office.

The Provost's Office will make the scholarly article available to the public in an open-access repository. The Office of the Provost, in consultation with the Faculty Committee on the Library System, will be responsible for interpreting this policy, resolving disputes concerning its interpretation and application, and recommending changes to the Faculty. The policy is to take effect immediately; it will be reviewed after five years by the Faculty Policy Committee, with a report presented to the Faculty.

The faculty calls upon the Faculty Committee on the Library System to develop and monitor a plan for a service or mechanism that would render compliance with the policy as convenient for the faculty as possible.

Deposit a paper under the Policy

DETAILS ABOUT THE POLICY

- Definition of Terms that Appear in the Policy
- $\ \ \, \blacksquare$ Working with the policy steps to take, including:

Opting Out (Obtaining a waiver):

To opt out, fill out a simple web form, or send an email or other written notice to oapolicyoptout@mit.edu informing MIT of the following:

- * Name of MIT author
- * Title of article (expected or working title)
- * Journal you expect to publish in
- * Reason you are opting out
- FAQ about the policy
- Publisher responses to the policy
- Reader comments

QUICK LINKS

- MIT Amendment
- MIT Open Access Policy
- ▶ MIT Open Access Publishing Fund
- NIH Public Access Policy

HELPFUL TOOLS

- ▶ Guide to Getting Published
- ▶ Podcasts & Videos

	Position Descriptions

THE UNIVERSITY OF MANITOBA LIBRARIES

Position Incumbent: Mayu Ishida

Position Title: Research Services Librarian

Department: Services to Libraries

Date: May 20, 2014

A: Role and Objectives of the Unit:

The Services to Libraries Units, Discovery & Delivery Services and Collections & External Relations, provide support to the unit libraries, including collections management, technical services, digital services, document delivery, circulation policy, usability/assessment, and library systems.

B. Functions:

The Research Services Librarian is responsible for supporting the Libraries' contribution to two University-wide functions: scholarly communication and data management services.

- Develops a strategy for the Libraries to support the data management needs of the University of Manitoba faculty and students.
- Develops a strategy for the Libraries to support the scholarly communication needs of the University of Manitoba faculty and students.
- Administers the Libraries' Open Access Authors' Fund.
- Actively participates in library and university-wide initiatives, committees, and task forces to
 develop and design sustainable infrastructure, technology and services to support research
 data management, curation, and access throughout all of the research and data lifecycles
 stages.
- Chairs the Institutional Repository Working Group and oversees activities regarding MSpace.
- Partners with others in UML, campus units, and at other universities on research data management and scholarly communication initiatives that support researcher needs in evolving research and scholarly environments.
- Collaborates with liaison librarians to assist faculty, graduate students, academic units, and
 research centres in understanding author rights and in making their research outputs openly
 accessible through MSpace or other open platforms or through support of gold open access
 publishing.
- Collaborates with liaison librarians to assist faculty, graduate students, academic units, and research centres in describing, preserving and making research data available and

UNIVERSITY OF MANITOBA

Research Services Librarian

accessible to appropriate audiences, and in writing data management plans, identifying appropriate venues and repositories for data.

- Provides support in the discovery, use, and management of locally created research data and data available through disciplinary-specific open repositories.
- Leads and participates in the development of research data management and scholarly communication training programs for faculty, staff and students.
- Collaborates with Liaison Librarians, members of the Libraries' Technical Services team, and Collection Management to implement appropriate metadata schemas, standards, and domain specifications for research data collections and other scholarly resources.
- Keeps up-to-date on new data and metadata requirements, practices and standards adopted by government agencies and domain groups.
- Consults with the Technical Services team on the use of new metadata schemas, disciplinebased ontologies, and other meta-systems to manage and enable the discovery of digital resources.
- · Participates in development and planning for the University of Manitoba Libraries
- Engages in an active program of scholarship and research.
- Serves on Libraries and University committees.

C. Evaluation Criteria

The evaluation will be based on the incumbent's professional performance; research, scholarly activity and creative works; professional service; and professional development, ir accordance with Academic Librarians Performance Review and Development Guidelines.			
Incumbent	Date		
Immediate Supervisor	 Date		
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Program Manager Scholarly Publishing, Copyright, and Licensing

MIT Libraries

Program Manager, Scholarly Publishing, Copyright, and Licensing Office of Scholarly Publishing, Copyright & Licensing, Director's Office

The Program Manager, Scholarly Publishing and Licensing, leads the MIT Libraries' outreach efforts to faculty in support of scholarly publication reform and open access activities at MIT, and acts as the Libraries' chief internal resource for copyright issues and for content licensing policy and negotiations. Reporting to the Associate Director for Information Resources, s/he will:

- oversee the implementation of the MIT Faculty Open Access policy, including overseeing the work of staff depositing papers under the Policy.
- provide staff support for the Committee on Intellectual Property (CIP) and the FCLS Open Access Working Group
- design, manage and implement an ongoing program to increase awareness among MIT faculty, researchers and students about scholarly communication issues in the digital environment
- establish and support mechanisms to assist faculty with publishing choices, publishing agreements, and management of intellectual property, including acting as primary support for the MIT Faculty Open Access Policy
- support authors under the NIH Public Access Policy and in complying with other similar funder requirements related to author rights and author agreements
- speak and write about the issues in various MIT forums and publications
- · manage scholarly communications and copyright web-sites
- work with library staff on scholarly communication and copyright issues and prepare communication tools they can use with their constituencies
- act as the primary resource on copyright issues and licensing policy and coordinate
 activities related to copyright; provide outreach to the MIT community about copyright in
 relation to publishing, author rights, education, teaching and scholarship, including
 offering consultations on applying fair use.
- · manage licensing practice, including license compliance
- negotiate license terms and conditions, coordinating with staff carrying out acquisition and price negotiation processes
- consult and work closely with the Office of General Counsel on contract and copyright issues, acting as a liaison between the Libraries and the OGC for these issues.

North Carolina State University Libraries Vacancy Announcement

Director, Copyright and Digital Scholarship

Between the mountains of the Blue Ridge and the shores of the Outer Banks lies North Carolina's Research Triangle of Raleigh, Durham, and Chapel Hill. One of the nation's premier concentrations of academic, corporate, and public research, the area combines moderate year-round temperatures, rolling hills, championship college athletics, and a rich diversity of cultural events. The Triangle consistently ranks high on lists of desirable American communities, including a recent rating by Forbes as the number-one place for business and careers and as one of Money Magazine's Best Big Cities. The North Carolina State University Libraries has been recognized as the first recipient of the Association of College and Research Libraries' Excellence in Academic Libraries Award for its teamwork, innovation, and continuous interaction with students and faculty to further the educational mission of NC State University. A major new science and engineering research library, the James B. Hunt Jr. Library, is under construction and expected to open in 2012/13. It will be the social and intellectual nexus for NC State's Centennial Campus, a research and advanced technology community that includes the colleges of Engineering and Textiles, a variety of science and technology research centers, and more than 130 companies and government agencies.

The NCSU Libraries invites applications and nominations for the position of **Director**, **Copyright and Digital Scholarship** to manage its Copyright and Digital Scholarship Center. The Center provides services, resources, and guidance for the university community in matters relating to the creation, dissemination, and use of knowledge. The emphasis is on fostering sustainable models of scholarly communication, providing guidance on copyright in teaching and research, and creating new forms of digital scholarship and access.

Responsibilities

The **Director, Copyright and Digital Scholarship** leads a dynamic program that engages faculty, staff, and students in initiatives to maximize the dissemination and impact of the university's scholarship and knowledge resources. In this highly visible position, the incumbent provides guidance to the NC State community on scholarly communication matters. The Director serves as a resource on local and national policy to help the university community stay informed and involved with the changing landscape for scholarly work and publication. The incumbent works in close consultation with the university's Office of General Counsel, Copyright Committee, Provost's office, and Distance Education and Learning Technology Applications unit (DELTA). He or she collaborates with colleagues throughout the Libraries, providing leadership for digital scholarship and publishing initiatives, and guidance on fair use and other copyright issues related to library collections and services. He or she participates in library planning and serves on library-wide and university committees, task forces, and teams. NCSU Librarians are expected to be active professionally and to contribute to developments in the field. Reports to the Associate Director for Collections and Scholarly Communication.

Qualifications

Required: ALA-accredited MLS or equivalent advanced degree in a relevant discipline (e.g., J.D.) Relevant professional experience, including experience with scholarly communication and research dissemination. Knowledge of digital publishing and digital

NORTH CAROLINA STATE UNIVERSITY

Director, Copyright and Digital Scholarship

repositories as applied to the creation, dissemination, and use of digital information resources. Demonstrated expertise with relevant legal and regulatory issues associated with intellectual property and copyright. Demonstrated ability to represent the interests of the academy in scholarly communication issues. Knowledge of licensing issues as applied to library collections. Excellent oral and written communication skills; excellent interpersonal skills; and ability to work effectively with faculty, students, and academic administrators. A record of ongoing professional development and contribution.

Preferred: ALA-accredited MLS plus J.D. Experience writing proposals and participating in grant activities.

The University and the Libraries

Recognized as one of the nation's leading universities in science and technology, with strong programs in the humanities and social sciences, NC State offers degrees through the Colleges of Agriculture and Life Sciences, Design, Education, Engineering, Humanities and Social Sciences, Management, Natural Resources, Physical and Mathematical Sciences, Textiles, and Veterinary Medicine. As the largest academic institution in the state, NC State enrolls more than 33,000 students and offers doctoral degrees in 61 fields of study. The university is ranked 4th in industry research funding and 9th in total research expenditures among universities without medical schools. With more than 660 active patents, NC state is ranked 9th among U.S. universities in patent production, quality, and strength. NC State is a national leader in networking technologies and a charter member of the North Carolina Networking Initiative (NCNI), an Internet2 initiative with the most advanced operational networking system infrastructure in the nation.

The library system (http://www.lib.ncsu.edu/) consists of a central library and branch libraries for design, natural resources, textiles, and veterinary medicine. With a staff of 260+ FTE, the Libraries has more than 4 million volumes in its collection, acquires more than 62,000 print and electronic serials, and has a total annual budget of over \$25 million, with approximately \$9.5 million allocated to collections. The Libraries is the host site for NC LIVE (North Carolina Libraries for Virtual Education), a multi-type library initiative, making digital resources accessible to North Carolina residents.

The NCSU Libraries is a member of the Association of Research Libraries, the Digital Library Federation, the Coalition for Networked Information, the Scholarly Publishing and Academic Resources Coalition, the Council for Library and Information Resources, and the Center for Research Libraries. Duke University, the University of North Carolina at Chapel Hill, North Carolina Central University, and North Carolina State University form the Triangle Research Libraries Network (TRLN), with combined resources exceeding 14 million volumes and collections budgets totaling more than \$30 million.

Salary and Benefits

The Libraries offers a highly competitive salary in recognition of applicable education and experience for this position. Librarians have non-tenure track faculty status (without levels of rank). Benefits include: 24 days vacation, 12 days sick leave; State of NC preferred provider medical insurance, and state, TIAA/CREF, or other retirement options. Additional and optional dental, life, disability, deferred compensation, and legal plans are offered. Tuition waiver program for all campuses of The University of North Carolina is available. More benefits information is available at http://www7.acs.ncsu.edu/hr/benefits/

Application process and schedule

NORTHWESTERN UNIVERSITY

Head, Digital Collections and Scholarly Communications Services

NORTHWESTERN UNIVERSITY LIBRARY LIBRARIAN POSITION DESCRIPTION

POSITION: Head, Digital Collections and Scholarly Communications Services

REPORTS TO: Dean of Libraries and Charles Deering McCormick University Librarian

Associate University Librarian for Library Technology

SUPERVISES: Assistant Head, Digital Collections

Visual Resources Librarian Outreach and Training Specialist Digital Scholarship Library Fellow

SUMMARY: Under the general direction of the AUL for Library Technology, the Head of Digital Collections and Scholarly Communications Services has primary responsibility for the conceptual development and execution of digital library projects and digitization and repository services at Northwestern University Library; and under the general direction of the Dean of Libraries/University Librarian, he/she provides leadership, direction and coordination of the activities and services of scholarly communications programs at Northwestern University Library. The two dimensions of the position are expected to overlap in programmatic, physical and technological ways and thus the two supervisors are expected to be in close communication with the incumbent and each other.

RESPONSIBILITIES: Acts as administrative director of the Center for Scholarly Communication (or the equivalent entity in the Library), coordinates the work of affiliates on specific projects and initiatives, and works closely with Library liaisons, specialists, Digital Collections and Services, and the Scholarly Communications Committee to develop Center programs and referral services. Articulates a vision for the development of all aspects of an effective Scholarly Communications program, including outreach programs and events, internal training and awareness programs for library staff, advising faculty on policy issues including copyright and funder mandates, and promoting relevant open access publishing initiatives. Plays a key leadership role in developing and sustaining services for retention and curation of important digital content from the Northwestern community, including research data, publications, visual and media resources, technical reports, field notes, presentations, and gray literature and other born-digital ephemera of enduring value. Participates in digital publishing, e-science, and digital humanities initiatives and plays a leadership role in development of digital content curation services. Fosters effective relationships with key Library and University partners including but not limited to faculty, academic units, information technologists, the University Press and the Office of Research.

As head of the Digital Collections department, is responsible for management of all aspects of the department, including planning, prioritizing and implementing policy and direction, budget management, and communication with appropriate University faculty, Library staff, vendors, and relevant colleagues in partner research libraries. Is responsible for the conceptual development and execution of special digital library and faculty projects, digitization services for library departments and faculty, the Digital Image Library, and development and support of repository services and affiliated faculty digital projects. Supervises the staff of the Digital Collections Department, including an assistant department head, and directly or indirectly supervises the staff engaged in project management, production, consulting, training and media delivery services to library staff and university faculty; scanning of printed materials using specialized scanners; conversion of analog slide, image, film and other media items to digital formats; and enhancing the content and usability of the Digital Image Library and the digital library repository.

NORTHWESTERN UNIVERSITY

Head, Digital Collections and Scholarly Communications Services

Actively seeks opportunities to leverage the strengths of library staff in extending to the campus digital library services for digital content creation and management, metadata analysis and application, and content licensing and data curation. Fosters and promotes effective communication with all members of the University community concerning the Library's digital initiatives and services. Works closely with NUIT and the Library's Technology Division to shape the content and design of Northwestern's digital library repository and other systems needed to support digital content and collections. Works closely with other departments in the Library and university faculty to assure successful delivery of services and digital collections. Participates in or leads library or university committees. Participates in and leads development of grant and other funding requests. Manages the content, service, and collection policy aspects of Northwestern's digital repository, including the development of criteria for inclusion and relevant copyright and intellectual property safeguards.

Represents Northwestern University Library in forums at the regional, national, and international level—especially those that focus on the development of policy, services and initiatives in areas relating to the above responsibilities. In particular, leads NUL participation in relevant programs of the CIC and the ARL.

QUALIFICATIONS: A Masters degree from an ALA accredited program in library or information science or the equivalent combination of education and relevant library experience required. At least ten years progressively responsible experience in an academic library setting required. Advanced leadership and management skills with demonstrated ability to build partnerships and bring innovative and complex programs and projects to completion. Significant expertise and knowledge of a wide range of standards and practices in intellectual property and copyright law, metadata, digital content and media, and digital library development. Ability to maintain effective working relationships with all levels of the University community and with outside vendors and partners. Excellent communication and interpersonal skills required. Proven ability to promote cooperative efforts among library and other campus units and to foster productive collaborations. Demonstrated flexibility and initiative in a changing environment required. Experience working directly with faculty and students required. Evidence of continuing participation in professional and scholarly activities required. Record of mentoring activities, especially as related to the development of leadership and management skills in librarians and staff, preferred.

Submitted July 1, 2011 Updated February 21, 2013