Senate Decision Date/Number: Senate Decision No. 24/3 dated 04.10.2022

IZMIR INSTITUTE OF TECHNOLOYG
OPEN SCIENCE POLICY

Context

IZTECH, which was established in 1992 to provide advanced education, research, production, publication and consultancy, is a state university that has adopted the principle of providing education and research that will serve the interests and development of the Republic of Türkiye, meet the needs of industry and society, and present research data and results to the widest possible audience. IZTECH has established this Open Science Policy in order to compile the works of its researchers in appropriate formats, to preserve them for the long term and to make them accessible in the widest way.

In the creation of this policy, the EU-funded OpenAIRE Advance project Open Access/Open Data Policy Preparation Guidelines, UNESCO Open Access Policy Development Guidelines, MedOANet and PASTEUR4OA Policy Preparation Guidelines, LEARN project Modern Research Data Management Policy, the SPARC Europe report on Open Data and Open Science policies in Europe, and IZTECH Open Access Policy were used.

IZTEH Publications and Research Data
Open Access Policy

Introduction
1. IZTECH is committed to contributing to the advancement of science and technology, adopting open, reproducible and reliable research outputs and applications; and to the wide dissemination of knowledge for the benefit of society and all external stakeholders.
2. IZTECH accepts "openness" as one of its guiding principles, and in addition to this principle, it is committed to developing tools and research processes that enable new working models and new social relations, encourage open access to publications and data, and build the necessary infrastructure to support available science to allow collaboration, dissemination of knowledge, accessibility, and reusability of research outputs.
3. Open science makes research more transparent, rigorous, and efficient and encourages innovation and public participation. IZTECH believes that all publicly funded research outputs should be made freely available to the public and all researchers around the World.

Jurisdiction and Policy Impact

The Policy applies to all researchers active at IZTECH. In cases where research is funded by a third party, any agreements with those parties regarding access rights, storage, and retention take precedence over this policy.

The policy was approved by the IZTECH Senate and came into force as of 26/03/2019 and was reviewed and updated on 04/10/2022.

Rights, Responsibilities, and Duties

IZTECH is responsible for:
1. Supporting and empowering the transition to Open Access/ Open Science through education, training and awareness-raising actions targeting researchers and other employees, along with the provision of the necessary infrastructure and funding to support this transition. Contributing to acquisition of Open Science skills and form an integral part of professional training and career development offered to researchers.
2. Mandating the use of unique identifiers (like DOIs, ORCID or others).
3. Appointing a Data Stewardship responsible for all data related matters, including –but not limited to- issues related to the development of Data Management Plans (DMPs) and compliance with national and European laws.
4. Developing and providing mechanisms and services for the storage, safekeeping, registration, deposition and distribution of data and other records as well as their long-term preservation and providing appropriate guidance to researchers.
5. Embedding Open Science practices in recruitment, research assessment and evaluation criteria beyond the provision of open access to publications and data, like participation in citizen science projects, experimentation with open peer review or the use of Open Educational Resources (OER).
6. Monitoring the content of the repository with the statistics provided by system and following policy compliance.
7. Ensuring the compliance of the institution's repository and other research infrastructures with certification requirements in relation to FAIR (Findable, Accessibe, Interoperable, Reusable) data principles and EOSC technical specifications.
8. Having an Open Licensing policy for releasing content and data.

Researchers are responsible for:
1. Managing publications, data and educational resources in adherence with the principles and requirements expressed in this Policy.
2. Complying with the organizational, regulatory, institutional, and other contractual and legal requirements related to the production, curation, deposit, management, and distribution of publications and data in case there is no other agreement with third parties taking precedence.
3. Ensuring that the principles governing the handling of data (in adherence with the present Policy and funders' mandates) are included in a Data Management Plan (DMP).

Open Access to Publications
1. Requires researchers to deposit in the institutional repository, a machine-readable electronic copy of the full text (published article or final peer-reviewed manuscript), as well as the related metadata before, at the same time or after publication. Researchers are held responsible for the timely deposit of their publications in the institutional repository. This step also applies in the case of open access publishing ("Gold Open Access").
2. In the case of "Green Open Access", IZTECH requires the full text of all publications referred to in 1 to be made available under a standard open licence within at most 6 months (or 12 for publications in the social sciences and humanities). It is mandatory to be deposited in the institutional repository for monographs, but access is closed until publisher embargo elapses.
3. Requires the metadata of the publication to be made openly accessible in the case of 'closed' publications with the aim to increase their visibility.

4. IZTECH members deposit their studies that they have prepared in collaboration with more than one author from multiple institutions, in the IZTECH Institutional Repository. In multi-author studies performed by multiple IZTECH Members, the paper is deposited by author.
5. For purposes of individual or institutional evaluation of the research output of the institution and its members, **IZTECH** will only consider as publications those whose metadata and full texts are deposited in the institutional repository according to the requirements stated above.
6. Encourages its members to retain ownership of copyright and to licence to publishers only those rights necessary for publication. This is possible through the use of addenda to the publishing contract. Templates are available at **https://sparcopen.org/wp-content/uploads/2016/01/Access-Reuse_Addendum.pdf**
7. Encourages researchers to deposit in the the institutional repository publications authored prior to the date of effect of the current policy and make them openly accessible whenever possible.

Open Access to Research Data

1. IZTECH requires researchers to deposit the data needed to validate the results presented in scientific publications in an appropriate archive in international standards.
2. IZTECH Requires that data and services are handled according to open and FAIR principles. Data should also be traceable and whenever possible available for subsequent use.
3. IZTEH follows the principle "as open as possible as closed as necessary". If data cannot be open due to legal, privacy or other concerns (for example sensitive data or personal data) this should be clearly explained. Metadata ensuring that data are findable should be provided in all instances.
4. IZTEH encourages the adoption of the EOSC requirements for monitoring of open science resources.
5. IZTECH requires researchers to submit a DMP to the appropriate service for every research activity they are involved in.
6. IZTECH requires researchers to define post-project usage rights through the assignment of appropriate licenses.
7. The minimum archive duration for IZTECH research data is 10 years after the assignment of a persistent identifier. In the event that these records need to be deleted or destroyed after the expiration of the required archived duration or for legal and ethical reasons, such actions need to consider all legal and ethical perspectives.

Open Science

IZTECH actively encourages the uptake of Open Science practices (beyond open access to publications and data) such as the involvement in citizen science projects, the use of open peer review, the use of open educational resources, the release of data and content under open and standard open licenses, etc., and tracks their uptake.

Infrastructure

1. IZTECH meets trusted quality standards (OpenAIRE compatible, meeting FAIR principles) and is linked with EOSC.
2. IZTECH ensures that records are interoperable with appropriate repositories in international standards and the OpenAIRE Metadata Schema.

Research Assessment and Evaluation

1. Commits to develop in cooperation with funding agencies and other appropriate units a framework for research assessment and evaluation that incentivizes research quality and

Open Science behaviors and practices following European developments on the topic and the work of the European Open Science Policy Platform. Taking into consideration disciplinary differences and their impact on researchers at different career stages.

2. Commits to set up reward mechanisms for researchers using Open Science practices (e.g. sharing provisional results through open platforms, using open software and other tools, participation in open collaborative projects (citizen science) etc.)

Training

1. IZTECH library in cooperation with institutional departments or any other appropriate body (such a legal services, research support staff, RDM experts) coordinates to developing training courses to facilitate the adoption of open science and equip researchers and librarians and other support staff with the necessary skills and expertise. Such training courses include skills necessary for open access publishing, open data, data management, research data management and research integrity.
2. Training is offered to researchers at all career stages considering different disciplines and is embedded into curricula.
3. Appropriate funding for these activities is ensured and to that end synergies with RFOs and other stakeholders is sought.

Validity of the Policy

This policy will be reviewed and updated by the IZTECH Senate every two years. The Rectorate of IZTECH will be responsible for the implementation of this policy and when necessary take executive function about resolution of any dispute that may arise, and possible changes on policy. The part of this policy related to research data will be piloted for two years as from validity date of the Open Science Policy.

By leading to establish Open Science Committee, the Rectorate of IZTECH will be take executive function of this Committee.

IZTECH Open Science Committee consists of:

- Rector or Vice Rector (Appointed by Rector)
- Dean of the Faculty of Science
- Dean of the Faculty of Engineering
- Dean of the Faculty of Architecture
- Director of the IZTECH Library

The Committee will be responsible for revising the policy when deemed necessary. Suggestions and opinions will be submitted to IZTECH Rectorate.

ANNEX: Definitions

- **Open Peer Review** is defined as a scholarly review mechanism were both the identities of the reviewer and the author are known to one another during the review and publication process.

- **Open Science** is the practice of science in such a way that others can collaborate and contribute, where research data, lab notes and other research processes are freely available, under terms that enable reuse, redistribution and reproduction of the research and its underlying data and methods.

- **Open Educational Resources (OER)** according to the OECD are "teaching, learning and research materials that make use of tools like open licenses that permit their free reuse, continuous improvement and repurposing by others for educational purposes".

- **Open Access:** Availability of scientific literature on the public internet, permitting any users to read, download, copy, distribute, print, search, or link to the full texts of these articles, crawl them for indexing, pass them as data to software, or use them for any other lawful purpose, without financial, legal, or technical barriers.

  - **Gold Open Access:** Open access to the work of the researchers, published in an academic journal, through the journal as of the time of publication.

  - **Green Open Access:** Open access in open archives to a copy of the accepted manuscript of research published in an academic journal.

- **Open Data:** Open data is defined as free of charge and freely available, reusable and distributable data that is not subject to any copyright, patent or other control mechanisms.

- **Academic Works:** It refers to all works emerging from result of the researches, funds they get and creative activities of IZTECH members.

- **Academic Repositories and Subject Repositories:** Systems that collect, organize and long-term archiving publications, data and other intellectual products (theses, course materials, study reports, etc.) produced via scientific research supported by public resources.

- **Research** is defined as any creative and systematically performed work with the goal of furthering knowledge.

- **Research Data** is the data (such as statistics, results of experiments, measurements, observations, interview recordings, images, etc.) used to validate the results presented in scientific publications or other data used during a project and described in the Data Management Plan.

- **Researcher** is defined as any member of the research staff of IZTECH, of all levels and irrespective of their employment status including employees and doctoral students.

- **European Open Science Cloud – EOSC:** This is a project aiming to collect "embedded" data in academic journals and books of 1.7 million researchers and 70 million science and technology professionals in the European Union and make them available to everyone. The European Commission announced its details in April 2018. https://ec.europa.eu/research/openscience/index.cfm?pg=open-science-cloud

- **Deposit:** All actions to be taken to ensure continuous access to digital materials when needed.

- **DOI (Digital Object Identifier):** Identifiers that identify a intellectual property or a piece of intellectual property on a digital network. **https://www.doi.org/**

- **FAIR Principles:** an acronym that became for anyone involved in research data management, or in any of the initiatives relating to the European Open Science Cloud. It is based on the principles to make data Findable, Accessible, Interoperable, and Re-usable. **https://www.go-fair.org/fair-principles/**

- **IZTECH Academic Archive (DSpace@IZTECH):** The archive that provides open access to publications and research data of IZTECH Researchers. IZTECH Academic Archive is stored by DSpace software. **http://openaccess.iyte.edu.tr/**

- **IZTECH Members:** IZTECH academicians, staff and students are named as "IZTECH Members".

- **OpenAIRE:** It is a technical Open Access infrastructure project which is enabling access to scientific publication outputs, open research data and research information, and analyze the data, and offering a variety of services for content providers, in accordance with the open science goals of the European Commission. Izmir Institute of Technology Library is an only project partner from Türkiye.   www.openaire.eu

- **ORCID (Open Researcher and Contributor ID):** is a nonproprietary alphanumeric code to uniquely identify scientific and other academic authors and contributors. https://orcid.org/

- **Copyright** is all of financial and moral legal rights that a person has over the products produced with his/her all kind of intellectual efforts.

- **Suitable Repository** is one that meets quality standards like FAIR Principles, OpenAIRE compatibility, CoreTrust Seal.

- **Metadata** A dataset that describes a resource of information. In other words, it is structured descriptive data used for finding, identifying, using and managing digital data and data resources.

- **Data Management Plan (DMP)** is a tool for researchers to show how they will meet their responsibilities for research data quality, sharing and security.

- **Publication** is defined as the peer-reviewed published (or under publication) work of researchers based in the institution.