

## **TED UNIVERSITY OPEN ACCESS POLICY**

### **TITLE OF THE POLICY:**

Compiling all the articles, books, book chapters, reports, project outcomes, papers and posters and the digital documents produced within the TED University and opening them to access through institutional archiving, long-term compilation and digital storage.

### **CONTEXT:**

TED University aims to educate sophisticated, critical, creative, innovative, self-confident and life-long learning individuals with its universal undergraduate programs and innovative teaching methods. TED University adopts a transparent organizational structure policy and provides reliable information to all its stakeholders. TED University targets to contribute to the development of our country by educating scholars, engineers, architects, teachers and entrepreneurs who are open to investigation and team work that will take on a pioneering role in the creation of science and technology.

As a city university, TEDU is open to access of all different stakeholders who wish to carry academic activities and research activities. The Open Access of TED University will render our academic activities visible and operational and thus bring more project support from the public and the private sectors. To this end, TED University has decided to establish an Open Access archive system comprising the academic activities of its faculty members. TED University Library will play a strategic role in the long-term storage and presentation of the academic studies in line with the national and international standards.

### **OBJECTIVES OF THE POLICY:**

1. Compiling and storing the academic studies produced within the TED University.
2. Opening the academic studies produced within the TED University to a wider circle and rendering the academic studies accessible.
3. Promoting the transparency policy of TED University.

### **SCOPE:**

According to the first objective of the policy, this policy comprises all the academic studies realised by TED University members which are directly or indirectly supported by TEDU. The studies of TEDU members realised outside the institution can also be archived and opened to access upon their request.

According to the second objective of the policy, all the publications of TEDU members like the scientific articles, papers, project reports (TUBITAK, BAP), course materials and thesis will be comprised in an open access platform and presented to all the stakeholders in line with the copyright regulations.

If the academic study of a TED University member has been priorly published or stored in a different open access platform, there is no need to store it in the TEDU Open Access Archive. However it can be stored within the TEDU Open Access Archive upon the request of the member.

**TED University Member:** TED University Faculty Members, Staff and Students are referred to as “TED University Members” in this document.

**Open Access:** Refers to the digital accessibility of an academic study carried by a TEDU member without any limitations, in line with the copyright regulations. These academic studies includes articles published in refereed journals, thesis, papers, project outcomes and open course materials, TED University administrative activity reports, promotion catalogues and quality documents.

**Academic Studies:** Refers to all the study outcomes based on the research activities, funds and productive/creative activities of TEDU members.

**Instant Storage:** Refers to the storage of a copy of the academic studies in the TEDU Open Archive prior to its publication.

**Personal Archiving:** Refers to the process where a TEDU member stores the academic study which he/she has intellectually participated in the TED University Open Access Archive.

#### **PRICIPLES:**

TED University members accept the below mentioned rules regulating the long-term compilation and storage of their academic studies:

- The academic studies of the TED University members are stored in the TEDU Open Access Archives upon the approval of the author. TED University Library collaborates with the university member in order to publish the material in compliance to open access principles.
- TED University Library, supports the TEDU members by planning and coordinating the long-term compilation and storage of all the academic studies found in the TEDU Open Access Archive.

TED University members also accept to follow the below mentioned procedures in order to support and enable the open access policy:

- **Storage:** Each TED University member, stores a digital copy of the article to be published in a refereed journal, book chapter or the project outcomes in the TEDU Open Access Archive, prior to its publication.
- **Open Access/Optional Open Access:** The writers are encouraged to choose the “Urgent Presentation to Open Access” option for the storage of their publications in the institutional archive. In line with the contractual obligations imposed by the publishers and the personal archiving options, the access to studies will be operated under two headings:
  - 1) Access open to public,
  - 2) Open access at the end of the embargo period (should not exceed six months).
- **Licencing:** Each TEDU member accepts that his/her intellectual studies will be open to public access and stored according to the storage principles in the TED University Open Archive operated by TEDU Library. Within the frame of legal requirements, each TEDU member accepts to store his/her studies within the TEDU Open Archive in line with the contracts

made with the publishers and international licencing principles. The approval of this policy is operated by the Rector or a member of the advisory committee commissioned by the Rector.

- **Storage Responsibility for Academic Studies with Multiple Writers:** TED University members can store their personal studies or the studies they have created in collaboration with different institutions or writers in the TED University Open Archive. The studies with co-writers are stored by the editor-in-chief.

**The points to be considered for the effective implementation of this policy:**

- This policy is executed by TED University Office of the Rector, including the resolution of the conflicts and the alterations.
- TED University Office of the Rector will commission the Library Commission as the Open Access Advisory Committee and will coordinate this committee when necessary.

**TED University Open Access Advisory Committee /Library Commission**

- Rector or the vice-rector commissioned by the Rector (when necessary)
- Faculty of Education Representative (1)
- Faculty of Engineering and Architecture Representative (1)
- Faculty of Economics and Administrative Sciences Representative (1)
- TED University Library Responsible (1)
- English Language School Representative (1)
- Student Council member