Good day everyone and welcome to our OA seminar.

Today I will give a brief update on Wits OA Policy which Council approved at the end of June 2018. This policy applies to all academics and professional staff. On my slide, I have provided a link to the full Policy document, as well as related links to help you comply with this policy.

I will not cover the whole Policy. I will just discuss the roles and responsibilities and application process for APC assistance.

**ROLES AND RESPONSIBILITIES.**

The **Library** is responsible for recommending policy, management, and preservation of the research outputs deposited in Wits institutional repository, WIREDSPACE. It will provide support and training to users uploading peer-reviewed research and other works on WIREDSPACE. Where possible, it negotiates journal subscription agreements that incorporate APCs, to enable individual researchers publishing in the qualifying journals to do so without paying additional charges.

The **University Research Office** is responsible for collecting academics’ accredited published versions of record (PDFs), for purposes of the submission to the Dept. of Higher Education & Training. Its ROCS system will automatically forward a copy of each work to WIREDSPACE. The Library will then upload the version permitted by the publisher.

**Academic and Professional Staff Authors** have the discretion to decide on the best place to publish their works. They may not, however, publish in predatory journals, as these have negative implications for their careers and for Wits. Publication in accredited and reputable peer-reviewed OA publications in the Library databases is recommended in order to promote knowledge-sharing, increased impact, as well as ensure visibility of research outputs of Wits authors.

Authors are responsible for submitting their **unpublished** accepted manuscript version or postprint (i.e. final peer-reviewed version sent to the publisher for publishing) to the Faculty/School/Department/Entity Administrator, as the case may be, at the time of acceptance by the publisher. If the publisher does not allow the published PDF version on WIREDSPACE, then the Library will request the manuscript version from the relevant Faculty or other said entities.
Postgraduate Students are responsible for submitting their final, corrected ETDs to the relevant Faculty Office for depositing in the Central Records Office and WIREDSPACE.

Wits University Press will submit the final PDF of books by Wits authors for access and archiving on WIREDSPACE, subject to copyright law and contractual agreements with authors. This will be done after confirmation of accreditation of research outputs by the Research Office. Books may be subject to embargoes – these will be determined on a title-by-title basis.

Please note - There are accredited OA journals that do not charge APCs. There are also publishers that allow the final PDF versions to be deposited in WIREDSPACE at no charge – see links on my slide. If you do publish in a journal with an APC, here are the application criteria for the 2018 APC Pilot Project.

Author eligibility

- Any current Wits staff member.
- Early career researchers (i.e. postgraduate students and postdoctoral students, if co-authored by a Wits staff member), and researchers who have been employed at Wits for at least two years before the date of applying for funding.
- In the event of co-authorship with a non-Wits author, the Fund will support only the 50% pro-rated APC portion of the Wits author.
- Affiliation with Wits University must be included in the published article.
- Applicants who have exhausted other funding sources that can be used to pay for OA fees may apply to this Fund.
- Only publications from 1 July 2018 will be considered.
- Applications for APCs for questionable or predatory journals will be declined.

Journal eligibility

- The article must be submitted to a Gold fully Open Access subsidy-bearing journal in the current year. This means that the peer-reviewed article is not in a hybrid OA journal (i.e. a closed subscription journal with an option to publish an OA article). It must be available with immediate unrestricted online access (i.e. no embargo period), and at no cost to the end user.
• Books, conference proceedings & other publications are not covered by this Fund. Only book chapters in reputable OA publications will be considered.
• This fund covers only fees associated with OA publishing. It does not cover additional charges beyond the basic APC, or page fees for closed journals. All such charges are for the author's account.
• Articles must be accepted for publication before applying to the Fund. Requests for funding, together with written proof of acceptance, should be made immediately after an article is accepted for publication.
• The journal or publisher’s archiving policy should allow the deposit of the published PDF version of the article in WIREDSPACE. This you can establish by checking the Sherpa Romeo link on my slide.

**Publisher eligibility**

The publisher of the OA publication must be a member of the Open Access Scholarly Publishers Association (OASPA) and adhere to its Code of Conduct.

**Application process**

• Ensure the journal meets all the aforementioned criteria, then contact me to confirm that funds are available before committing to payment of an APC.
• Apply for funding upon written acceptance of your article and before the work is published. Payment must be made directly to the publisher, before claiming assistance from the APC fund.
• Download the funding application form, see link on my slide, and send to me - the completed form, publisher’s letter of confirmation, the publisher’s original invoice and proof of payment.
• You will receive written communication of the funding decision from my office.
• On the form, you need to provide the Rand value when payment was made, as well as your Faculty’s internal account code for this project.
• The Library Finance Department will then transfer 50% of the APC (up to a maximum of R10000) directly into that Faculty account. The Fund will not pay publishers or authors directly. The Faculty will then refund authors in due course. Authors must be employed by Wits at the time of the refund.

If you have any queries or need additional information, please check the relevant links on my slide, or contact me directly.

**Thanks for listening to me.**