Translation from the Lithuanian language

APPROVED by
Order No. A-114 of the Rector of
Kaunas University of Technology of
2 April 2025

REGULATIONS ON OPEN ACCESS TO SCIENTIFIC PUBLICATIONS AND RESEARCH DATA AT KAUNAS UNIVERSITY OF TECHNOLOGY

CHAPTER I
GENERAL PROVISIONS

1. The Regulations on Open Access to Scientific Publications and Research Data at Kaunas University of Technology (hereinafter – the Regulations) regulate the basic principles, procedures, obligations and responsibilities of open access to scientific publications and research data produced by employees and students of Kaunas University of Technology (hereinafter – the University).

2. The Regulations apply to data of publicly funded research and scientific publications based on it.

3. Research results are published and/or made available in scientific publications and parts of scientific publications (hereinafter – scientific publications), research datasets and other forms of dissemination in the case of experimental development.

4. The Regulations aim to:

4.1. ensure the global dissemination and exchange of scientific knowledge and the greater integration of research results generated at the University in the European Open Science Cloud;

4.2. encourage closer collaboration between researchers and reduce the number of identical and uncoordinated research;

4.3. enhance the discoverability, accessibility, interoperability and reuse of research data and results (FAIR principles), and foster academic ethics and scientific integrity;

4.4. facilitate interaction between science and business, science and policy makers and social partners;

4.5. enable higher social and economic returns from research results.

5. The Regulations are prepared according to the Law on Higher Education and Research of the Republic of Lithuania, the Guidelines for Uploading Documents of Kaunas University of Technology to the Repository of the Lithuanian Academic Electronic Library, the Description of the Procedure for Open Access to the Research and Experimental Development Results of the Research Council of Lithuania, the Programme Guide of the European Union Research and Innovation Programme ‘Horizon Europe’, and other legislation of the Republic of Lithuania and other international legislation regulating open access to research results.

6. Terms used in the Regulations:

6.1. **Open science** is an activity that aims to make scientific knowledge openly available, accessible and reusable for everyone, increase scientific collaborations and sharing of information for the benefits of science and society, and open the processes of scientific knowledge creation, evaluation and communication to societal actors beyond the traditional scientific community. This concept includes all scientific disciplines and aspects of scholarly practices, and builds on open scientific knowledge, open science infrastructures, science communication, open engagement of societal actors and open dialogue with other knowledge systems.

6.2. **Open access** is a free and unrestricted access to scientific publications, research data and other published research material available to freely read, copy, reuse, disseminate, and carry out an automated content analysis without infringing copyrights.

6.3. **Types of open access**:

6.3.1. **Gold Open Access** is a publishing model where scientific articles are opened after payment of the Article Processing Charge (APC) or Book Processing Charge (BPC).

6.3.2. **Diamond Open Access** is a publishing model where journals and scholarly publishing platforms do not charge either authors or readers for the article processing. The article processing costs are usually paid for by research and higher education institutions or international scientific communities.

6.3.3. **Green Open Access** is a publishing model where a published scientific publication is immediately uploaded into a repository and opened immediately or after a specified embargo period.

6.4. **Open access repository** (hereinafter – repository) is an electronic scientific information infrastructure used for storing and opening scientific publications and/or datasets related to them or presented separately, simultaneously presenting metadata or other research results. A repository may be international, national, institutional, multidisciplinary, thematic or specialised.

6.5. **Open access journal** is a scientific periodical published in digital format that publishes peer-reviewed articles, openly accessible without any additional charges for the user.

6.6. **Data management plan** is a document on obtaining, accumulating, storing and accessing research data, indicating how the data will be managed during the research and stored after its completion.

6.7. **Embargo period** is the period from the publication of R&D results (mostly in the form of publications) until the holder of the author's economic rights allows to open the published text in the repository or provide open access to it otherwise.

6.8. **Hybrid journal** is a scientific journal providing open access to those articles for which the processing charge has been paid, whereas access to the remaining articles is given only to subscribers for a subscription fee.

6.9. **FAIR principles** (Findable, Accessible, Interoperable, and Reusable) refer to the properties that research data should have: findable, accessible, interoperable, and reusable in a secure and reliable environment.

6.10. **Creative Commons (CC) license** is a tool designed to regulate the extent to which copyright protection will apply to the marked content.

6.11. **Metadata** is structurally defined information that describes and explains a document or an information resource, indicates its location or otherwise facilitates its retrieval, use or management. That includes the heading, the author and his/her affiliation, the funder of the research, publication time and place, the title of the publication, etc.

6.12. **Research data** is data used and/or obtained in the course of research, which may be presented and opened together with the publications based on such data, or stored in a repository, the access to which is provided by the institution administering such repository. Data must have a permanent identifier and metadata.

6.13. **Trusted repository** is a multi-disciplinary, thematic or institutional repository certified with international certificates and/or recognised by the international scientific community, the services and tools of which ensure the accuracy, integrity, authentication of and access to research data, including use of permanent identifiers, machine-readable, standardised and complete metadata, including origin and mining methods.

6.14. **Citizen science** is the engagement of society in the research process where societal actors participate in various research activities, especially related to research data.

6.15. **Preprint** is a non-published version of a research paper, which is submitted to the publisher or a repository before the peer review.

CHAPTER II
OPEN ACCESS TO SCIENTIFIC PUBLICATIONS

7. Open access is ensured by publishing scientific publications in open access journals, publisher platforms and/or uploading them to repositories.

8. Researchers are recommended to select publishing houses and/or publications depending on the publishing model (green, gold or diamond) used by the publishing house and/or publication

and the available financial resources. Researchers are also recommended to consider such criteria as an appropriate level of peer review, ensuring high quality of publication, adherence to the principles of academic ethics and research integrity.

9. All scientific publications with the University's affiliation must be submitted to the Lithuanian Academic Electronic Library (hereinafter – eLABa) repository after acceptance for publication and, unless there is an embargo period, opened immediately. Metadata is opened immediately after the publication is submitted to the repository, even when the publication is under an embargo period.

10. Preprints can be submitted to a preprint repository recognised in the discipline/field and opened immediately.

11. If a publication fee for the preparation of an article or a fee for the preparation of a book has been paid, the scientific publication must be licensed under the CC-BY Creative Commons licence. Researchers are advised not to transfer copyright to publishers.

12. Academic departments must make provision for the reimbursement of Article or Book Processing Charges in Gold Open Access under the procedures set out by the academic departments.

13. The Article or Book Processing Charges (APCs or BPCs) in open access journals or open access books for articles or books funded by projects and commissioned research must be paid by the research funding bodies and included in the research cost estimates. Most funding bodies do not reimburse APCs in hybrid journals.

CHAPTER III
ACCESS TO RESEARCH DATA

14. Opening up research data allows data from various sources, as well as data across sectors and disciplines, to be accessed, combined and reused within and beyond research communities.

15. Metadata of research datasets must be fully open, accessible for search and machine-readable. It must also remain accessible after data has been destroyed. Data must be stored in a reliable data repository with a permanent identifier.

16. Open access to research data is achieved by uploading it for storage and opening it up in open access research data repositories or Data Journals. It is recommended to open research data on which scientific publications are based at the same time as the publications in the repositories or in other ways specified by the publishers and linked to the relevant publications.

17. Data from publicly funded research must be managed according to the FAIR principles:

17.1. findability: metadata must be rich, with persistent unique identifiers, both machine-readable and human-readable;

17.2. accessibility: persistent identifiers and standard web protocols must be used, and other means of authentication and authorisation may be used;

17.3. interoperability: ontologies and vocabularies defined by the international scientific communities must be used. Data and/or their metadata must be cross-referenced with other data, including an explanation of the relationship to the referenced sources, and presented using a standard resource description structure;

17.4. reusability: detailed metadata, standard open content and open source data licences, details of data provenance and extraction methods must be used. Data and/or their metadata must be described according to the standards adopted in the specific science field, if developed.

18. Open access to research data is implemented according to the principle “as open as possible, as closed as necessary”. Data compliant with FAIR principles are not necessarily open. The requirement to open data is not applicable for the following reasons:

18.1. personal data protection;

18.2. intellectual property of third parties;

18.3. professional, commercial or state secrets and official secrets;

18.4. national security and defence, law enforcement and public safety;

18.5. other legitimate reasons.

19. Holders of property rights to data can set different levels of the opening of research data (but they must always open metadata):

19.1. open from the moment of uploading to the repository (accessible free of charge, usable, modifiable and can be further disseminated for any purpose according to the specified open licences);

19.2. temporarily closed and opened during the period set by the holders of property rights to data;

19.3. opened upon request, after evaluating the purposes of data use;

19.4. closed for the reasons listed in Paragraph 18 of the Regulations.

20. To ensure the smooth collection, storage and opening of research data and results in repositories, the researcher or research team leader prepares a data management plan when planning research activities.

21. Data management plans are developed and revised as necessary, and data management principles are defined in line with the requirements of the funding bodies. In a research project, the activities required to implement the data management plan are planned and included in the project application.

22. In the first year of studies, but no later than the beginning of the annual performance evaluation, doctoral students prepare and submit a data management plan in the University's Academic Information System, which is reviewed and approved by the doctoral student's supervisor. The data management plans are reviewed and revised by doctoral students before the beginning of each annual performance evaluation.

23. Open research data must be made available to interested users with equal access, rights and obligations, including financial compensation for data curation. It is recommended to make specific software for the use of the data (if necessary) available free of charge or at a minimal cost.

24. The national repository, the LiDa archive, is recommended for storing research data in the Social Sciences and Humanities. For the storage of research data in the fields of Natural Sciences, Technology, Medicine and Health, and Agricultural Sciences, it is recommended to use repositories that meet international quality standards, such as Zenodo, unless otherwise specified by the research funding institution or publisher. A list of data repositories is provided in the Register of Data Repositories (available online: https://www.re3data.org).

CHAPTER IV
DISSEMINATION OF RESEARCH RESULTS AND PROMOTION OF CITIZEN ENGAGEMENT

25. The dissemination of research results is initiated and carried out by the researchers and responsible departments of the University, aiming to ensure that the general public is aware of research progress and results, by publishing summaries of the research results for the benefit of stakeholders and the general public.

26. The University supports, promotes and encourages the scientific activities of citizens and their involvement in the following research/project stages: research design, data collection and processing, and evaluation of various aspects of research.

27. The Citizen Science Hub at the University provides information about citizen science initiatives, support and advice.

CHAPTER V
IMPLEMENTATION AND MONITORING

28. Documents are uploaded to the eLABa repository according to the Guidelines for Uploading Documents of Kaunas University of Technology to the Repository of the Lithuanian Academic Electronic Library.

29. Authors of scientific publications are responsible for complying with these Regulations and for submitting their scientific publications to the repository. The Library is responsible for the

quality of the description (metadata creation), linking, compatibility of access rights with the publishers' requirements (https://openpolicyfinder.jisc.ac.uk), and the subsequent storage and maintenance of the submitted scientific publications.

30. Researchers are responsible for complying with these Regulations, for the quality of the description and presentation of research data in data repositories and for informing the Library.

CHAPTER VI
FINAL PROVISIONS

31. The monitoring is carried out using the eLABa information system and other information systems as required. The eLABa information system ensures the long-term preservation of metadata and full-text documents/data.

32. The University provides the infrastructure, technical and human resources required for the implementation of the Regulations.

33. The Library provides consultations and organises information events, seminars, training, conferences on open access, open licences, selection of scientific journals, writing a data management plan and other issues.

34. The approved Regulations are registered in the ROARMAP (https://roarmap.eprints.org/), Registry of Open Access Repository Policy Documents.

35. The Regulations may be amended or repealed by the order of the rector of the University.

_____