
Open Access Policy

1. Purpose

- 1.1. This Policy identifies the archiving and dissemination of scholarly articles authored by University Authors to promote the creation and transmission of knowledge, with proper consideration given to robust public access to that knowledge and to the need for an educated citizenry.

2. Definitions

For the purposes of this Policy:

- 2.1. “University Authors” shall mean the University of Lethbridge faculty, graduate students, and post-doctoral fellows in an author or co-author capacity.

3. Policy

- 3.1. University Authors shall freely provide the University of Lethbridge Library an electronic copy of the finalized text of all scholarly articles. The electronic copy shall be provided to the University of Lethbridge Library (opus.library@uleth.ca) prior to the date of its publication.
- 3.2. To facilitate the archiving of the scholarly article, University Authors grant the University of Lethbridge the non-exclusive, irrevocable¹ permission to archive, preserve, reproduce and openly disseminate, in any medium², all scholarly articles authored by the University Author, provided that the articles are properly attributed to the University Author, and that it is done for non-commercial purposes. Permission is granted on the understanding that University Authors will not be charged any use or service fees for activities required to comply with this Policy.

¹ The granted permission is “irrevocable” only to ensure permanent public access remains in place for the scholarly articles.

² The granted permission includes the ability to archive and openly disseminate articles “in any medium” only to ensure the content of the University of Lethbridge’s research repository can be migrated to other archiving and dissemination media and platforms as the need arises.

Approval Authority:	Responsibility:	Responsible Office:	Effective Date:
General Faculties Council	Provost & Vice-President (Academic)	University Librarian	

- 3.3. The University of Lethbridge Library will make the scholarly article available to the public, taking into consideration requirements for access delay.
- 3.4. The Provost & Vice-President (Academic), in consultation with the University Librarian, will be responsible for this Policy, including providing requested waivers, resolving disputes concerning its interpretation and application

4. Exclusions

- 4.1. Subject to applicable Legislation, this Policy will not be interpreted or applied so as to limit or amend the provisions contained in any Handbook, collective agreement or employment manual entered into between the Board of Governors of the University of Lethbridge and its employees.
- 4.2. This Policy does not cover any articles published before the adoption of this policy and any articles for which the University Author entered into an incompatible licensing or assignment agreement before the adoption of this Policy.
- 4.3. This Policy does not apply to any articles published after the University Author leaves the University of Lethbridge.
- 4.4. The application of this Policy to any particular article will be waived automatically ([link to web request form](#)) upon request by a University Author.

5. Policy Review

- 5.1. This Policy will be reviewed after three years and annually a report shall be presented to General Faculties Council through the GFC Library Committee.