

To the academic staff members
of Erasmus University Rotterdam
(EUR) and Erasmus MC

Executive Board

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Our reference
PS/UB1951

Your reference

Date
13 September 2010

Subject
Open access publishing

Dear madam, dear sir,

Earlier this month, in connection with the opening of the academic year, I reported that the Executive Board had decided to expand the current practice regarding open access (OA) publishing. Since 2006, all doctoral students have been required to submit a digital version of their thesis to the institutional repository, RePub. *Starting 1 January 2011, the Executive Board would like to see this open access publishing requirement expanded to include basically all publications by EUR and Erasmus MC researchers.*

The following reasons led us to this decision:

- The opportunity to communicate with others is essential for scholarship: sharing knowledge touches on the heart of scientific progress. Knowledge must therefore be as accessible as possible for everyone.
- Fellow researchers in poorer countries have considerably less access to scientific knowledge than we do because one must pay to access this knowledge.
- The EUR's ability to organize open access publishing through the institutional repository RePub guarantees the sustainability and lasting accessibility of your publications.
- Increased access to your scholarly output increases your personal citation impact and that of your research group, faculty, and so on.

Overleaf of this letter, you will find the necessary practical information about depositing your publications in RePub. Practical information will also be offered at the kick-off gathering

"Open Access = Be Seen"

that will take place on Wednesday, 13 October 2010 at 15.30 in the Senate's Hall (Senatszaal, Woudestein campus, A1-32). You are warmly invited.

Program and registration via <http://www.eur.nl/ub/english/register/>

You will be informed about the implementation of the open access requirement by your faculty also. Further information can be found now at <http://repub.eur.nl/openaccess/>

The Executive Board Erasmus University Rotterdam,



Prof. dr. H.G. Schmidt, Rector magnificus

The requirement to publish in open access (OA) format via the EUR's repository, RePub, does not in any way mean that you may no longer publish in reputable scholarly journals. Far from it! *You are only asked to deposit the so-called **final author's version** of your publication in RePub at the moment that you—after peer review and correction—send the same version to your publisher.* The Executive Board and your dean expect you to deposit the final author's version in RePub within at most six months after its publication. RePub will ensure that storage conforms to the requirements of your publisher.

How do you deposit your work in RePub?

The simplest way is to use the RePub submission form:

<http://repub.eur.nl/submit>

You can also send your final author's version to RePub by email: repub@eur.nl or upload it via Personal Metis.

In each of the three cases, you should indicate the following for each publication:

- title
- author(s)
- e-mail address of the EUR author who is sending the publication to RePub
- faculty, research group, etc. of the EUR author who is sending the publication to RePub
- journal where the publication will appear (if applicable)
- abstract (if not available in the running text)
- subject headings/keywords (if not available in the running text)

If your publication is part of a series that will be placed directly in RePub by the so-called series handlers (for example, the *ERIM series* by ESE and RSM or the series *Social health* by Erasmus MC), then you do not have to do anything.

What does RePub do?

The RePub unit at the University Library places the publication you deposited, in RePub, the institutional repository of EUR. RePub will keep to the applicable copyright laws in the process.

If desired and applicable, RePub can forward your publication for placement in the large international discipline-specific repositories like *SSRN* and *RePEc*. For publications from Erasmus MC, RePub can ensure that the link to the OA version is visible in *PubMed*. RePub will maintain the relationship between your final author's version and the corresponding publisher's version by placing a link on the web to the website of the journal. Each publication in RePub receives a unique and permanent URL, which you can use to refer to your publication. On this URL's web page, you will also find a so-called feedback button, which you can use whenever you want to communicate with us about your publication.

In conclusion

RePub has had good experiences with existing series and collections in the repository. Publications are ordered by organizational unit there (for example, the *Accepted Paper Series* for the Private Law research group). This offers a good and simple work flow for uploading your author's version. Such a series has a fixed format for the title page with logo, etc. Through such a series, your publication can also be easily forwarded to other repositories like *SSRN*.