Appendix to Ordinance no. 12 of the Rector of the Cracow University of Technology from 22 March 2019

# Open Access Policy

**at the Tadeusz Kościuszko Cracow University of Technology**

# PREAMBLE

Following the principles of transparency and striving to ensure an open and unlimited access to knowledge for everyone as well as bearing in mind the benefits which stem from a broad cooperation and knowledge exchange, the Tadeusz Kościuszko Cracow University of Technology has introduced the hereby Open Access Policy.

§ 1

Within the Open Access Policy, hereinafter referred to as “Policy,” the following definitions of terms have been adopted:

1. “publications”:
	1. publications in scientific journals.
	2. publications in reviewed post-conference materials,
	3. scientific monographs and chapters in scientific monographs,
	4. doctoral dissertations,
2. “golden route” – publishing in open journals and scientific books,
3. “Green route” – depositing in a repository,
4. “Repository” – an IT tool designated to deposit, store and disclose on the internet the scientific portfolio of a given scientific institution or of specific fields of science designated for publication deposition.

§ 2

This Policy breaches obligations stemming from the Bylaws of managing copyrights, related rights, industrial property rights and principles of commercialization of scientific research outcomes and development works outcomes at the Tadeusz Kościuszko Cracow University of Technology, in particular, the obligations of creators to disseminate scientific works in a manner which will not lead to depriving other creative results of legal protection (that is for instance a possibility to obtain a patent for an invention described in the work).

§ 3

1. The hereby Policy is binding for employees, doctoral students and students of the Tadeusz Kościuszko Cracow University of Technology as well as persons with whom the Tadeusz Kościuszko Cracow University of Technology has concluded an agreement for application of the Policy.
2. The Policy shall be applicable with respect of publications, in particular those which were elaborated as a result of funding from public resources, whereby the Tadeusz Kościuszko Cracow University of Technology was indicated in the affiliation.

§ 4

1. Authors ensure open access to the publication through public display so that anyone may obtain access to it in the place and time of their choice and the possibility of unpaid and technically unlimited use of it along with granting a free Creative Commons license whilst realizing the principle of parallel routes:
	1. publishing in reviewed open journals and scientific books (golden route) and depositing them in the Repository of the Cracow University of Technology,
	2. Depositing an electronic form of the final version of the publication, alternatively an author's version or a version allowed by the publisher’s policy (green route) in the Repository of the Cracow University of Technology.
2. Principles of submitting Publications to the PK Repository and manner of their disclosure have been specified in the PK Repository Bylaws.
3. Public displays, as specified in § 4 par.1 are ensured in the possibly shortest term from the moment of the works admission for publication.
4. Authors of publications are, in particular, obliged to take all possible steps in order to agree realization of the obligations specified in § 4 par. 1:
	1. with publishers and other users of the publication (i.e. organizers of scientific conferences), including granting non-exclusive licenses to publications which do not contain any provisions that limit or exclude the possibility of exercising obligation specified in § 4 par. 1,
	2. with co-creators of the publication (in case of co-created works) as well as with creators of originals (in case of works constituting an elaboration, i.e. a translation of an already existing publication).
5. In case when execution of obligation specified in § 4 (1) is not possible, such obligation shall be deemed as fulfilled if the publication author conducts and documents efforts to achieve open access to the publication in question.

§ 5

Scientific journals published by the Cracow University of Technology, or its units ought to be published in the mode of open access with an application of free license called Creative Commons.

§ 6

1. Open Access Affairs Coordinator at the Cracow University of Technology is appointed the Rector of PK.
2. Open Access Affairs Coordinator is entrusted with the following tasks:
	1. Coordination of works related to creating, maintaining and developing the infrastructure of open access at the Tadeusz Kościuszko Cracow University of Technology,
	2. consulting in the scope of best practices in accordance with the Policy,
	3. educating the addressees of the Policy in the scope of open access to publications,
	4. monitoring realization of the Policy and reporting, once a year the results to the Rector of PK,
	5. publishing of the report from realization of the Policy for the previous year on the website of the Tadeusz Kościuszko Cracow University of Technology no later than until the end of the first quarter of the following year.

§ 7

1. Direct superior of the newly employed PK employee shall be obliged to familiarize them with the Policy.
2. Employees of the Cracow University of Technology document actions undertaken with regards to the obligations stemming from the Policy, store documentation and, if necessary, disclose it to others.
3. Principles specified in the Policy apply to publications created after entry into force of the hereby Policy.