

APPROVED

by Resolution No. SPN-12 of 22 February 2022
of the Senate of Vilnius University

VILNIUS UNIVERSITY OPEN SCIENCE POLICY GUIDELINES

CHAPTER I GENERAL PROVISIONS

1. The Vilnius University Open Science Policy Guidelines (hereinafter the ‘Guidelines’) establish the main directions of the policy of Vilnius University (hereinafter the ‘University’) related to open access to the data of scientific (art) publications and scientific research, open education resources, open science outcomes’ assessment, infrastructure, data protection and the development of competencies, citizen science and other aspects of open science. The objective of the Guidelines is to determine and establish the main principles and provisions for the implementation of the open science policy at the University.

2. The Guidelines aim to ensure the formation of the open science culture and compliance with the open science principles, to promote openness in the scientific community and its activities, to improve the quality of scientific and art research (hereinafter the ‘scientific research’) outcomes and the education resources based on them, as well as the dissemination of scientific research to the public.

3. The University recognises **openness** as an essential value and commits to its support by promoting and initiating scientific research processes and means that ensure cooperation amongst the members of the University community and beyond it, promoting the dissemination of knowledge, access to the outcomes of scientific research as well as their effective and repeated use, open access to the data of scientific publications and scientific research, the creation and maintenance of the required infrastructure, the skill-building of using open science resources and the support to open science.

4. The open science policy of the University is based on the principle that the scientific research, research processes and outcomes must be **‘as open as possible, as closed as necessary’**, i.e. the scientific research, research processes and their outcomes must be open to the greatest possible extent unless otherwise established by the norms of academic ethics and/or legal acts related to the protection of public safety, personal data, privacy, intellectual property rights and/or commercial secrets.

5. The University aims for a widely recognised and promoted use of the open science principles and methods detailed in these Guidelines in scientific activities.

6. By implementing the open science principles and methods, the University encourages members of the academic community who carry out scientific projects and research to ensure compliance with the provisions of academic ethics and the high quality of scientific research.

7. The Guidelines were prepared in accordance with the Statute of Vilnius University, the Republic of Lithuania Law on Higher Education and Research, [the Vilnius University Strategic Plan for 2021–2025](#), approved by Resolution of the Council of Vilnius University No. TPN-3 of 24 February 2021 “On the Approval of the Vilnius University Strategic Plan for 2021–2025”, [the Vilnius University Regulations of Open Access to Scientific \(Art\) and Study Works](#) (in Lithuanian), approved by Resolution of the Senate of Vilnius University No. S-2017-11-2 of 21 November 2017 “On the Approval of the Vilnius University Regulations of Open Access to Scientific (Art) and Study Works”, [the Vilnius University Scientific Research Data Management Guidelines](#) (in Lithuanian), approved by Resolution of the Senate of Vilnius University No. S-2016-9-3 of 18 October 2016 “On the Vilnius University Scientific Research Data Management Guidelines”, [the Vilnius University Publishing Regulations](#) (in Lithuanian), approved by Resolution of the Senate of Vilnius University No. S-2017-10-1 of 24 October 2017 “On the Approval of the Vilnius University Publishing Regulations” (as subsequently amended), [the Guidelines on the Open Access to Scientific Publications and Data](#) (in Lithuanian), approved by Resolution of the Research Council of Lithuania No. VIII-2 of 29 February 2016 “On the Approval of the Guidelines on the Open Access to Scientific Publications and Data”, the European Commission Recommendation (EU) 2018/790 of 25 April 2018 “[On Access to and Preservation of Scientific](#)

[Information](#)”, the European Commission Proposal No. 2018/0224(COD) of 7 June 2018 for a Regulation of the European Parliament and of the Council “[Establishing Horizon Europe – the Framework Programme for Research and Innovation, Laying Down Its Rules for Participation and Dissemination](#)”, the European Commission Proposal No. 2018/0225(COD) of 7 June 2018 for a Decision of the European Parliament and of the Council “[On Establishing the Specific Programme Implementing Horizon Europe – the Framework Programme for Research and Innovation](#)”, the [Strategic Research and Innovation Agenda \(SRIA\)](#) of the European Open Science Cloud (EOSC) of 15 February 2021, [Draft UNESCO Recommendation on Open Science](#) No. SC-PCB-SPP/2021/OS-IGM/WD3, [the Plan S](#), approved by cOAlition S on 4 September 2018, [the San Francisco Declaration on Research Assessment \(DORA\)](#), approved during the Annual Meeting of the American Society for Cell Biology of 16 December 2012 (hereinafter the ‘DORA Declaration’), [the Leiden Manifesto for Research Metrics](#), prepared at the Leiden Conference on 3–5 September 2014 (hereinafter the ‘Leiden Manifesto’), and [BM80: Student Rights Charter](#), approved by the European Students’ Union on 14 June 2021 (hereinafter the ‘Student Rights Charter’), and other legal acts and documents at the national, international, and University levels.

8. Key terms used in the Guidelines:

8.1. **Open science** means a movement involving all scientific production and aiming to increase transparency, replicability, reliability and accessibility in all stages of scientific activities. In the implementation of open science, there is a strong focus on the dissemination of knowledge as soon as that knowledge is available via digital and cooperation technology, without waiting for the outcomes to be published in scientific publications;

8.2. **Open data** means scientific research data available on the internet that can be downloaded, changed and disseminated without any legal and/or financial restrictions;

8.3. “**FACT**” means the Responsible Data Science initiative, aiming to ensure that the scientific research data is fair, accurate, confidential and transparent;

8.4. “**FAIR**” **data principles** mean principles complying with which ensure that the scientific research data is findable, accessible, interoperable and reusable;

8.5. “**F/LOSS**” (Free/Libre Open Source Software) means software that is both free/libre and open source. The software has a free/libre licence to be used, copied, examined or changed in any way and the source code is openly shared so that people are encouraged to voluntarily improve the functions and design of the software;

8.6. **Citizen science** means the inclusion of the public in the scientific process, giving them the opportunity to collect scientific data, assess it, share the resources available to them or otherwise engage in the scientific research carried out.

8.7. **Open access** means public access to digital content (scientific information) in a way that allows society members to access it individually, at the place and time of their convenience;

8.8. other terms used in the Guidelines correspond to the terms as they are defined in the legal acts and documents provided for in Item 7 of the Guidelines.

CHAPTER II THE UNIVERSITY’S RESPONSIBILITY

9. The University shall be responsible for:

9.1. the implementation of the open science policy and the formation of the scientific research culture related to it;

9.2. the creation of the training system for the development of the open science competencies and skills of the University community;

9.3. the planning, provision and development of activities, resources and means required for the implementation of the open science policy.

10. The University community shall be responsible for:

10.1. the compliance with organisational, regulatory, institutional and other contractual and legal requirements related to the preparation, processing, storage, management and opening (making public)

of scientific publications, and education and teaching resources, unless otherwise agreed with third parties;

10.2. ensuring that the scientific research data is processed following the usual practise of their area and its publication via open access is in line with the “FAIR” data principles as well as open and peer-reviewed data principles, in compliance with the contractual legal requirements and valid legal acts;

10.3. the effort to retain sufficient rights to the scientific production to ensure the implementation of the open science policy principles without infringing the rights of others.

CHAPTER III OPEN ACCESS TO SCIENTIFIC (ART) WORKS AND FINAL THESES

11. The University recognises the benefit of open access to the academic community and the public – larger exposure and citation rates of scientific works, more efficient dissemination of science, and access to the latest outcomes of scientific research financed by public funds.

12. The University aims to submit scientific (art) works and final theses for open access in accordance with the legal acts of the Republic of Lithuania and the University, these Guidelines, and in compliance with the requirements and/or recommendations of the financing organisations and/or other financing sources (if any) for open access, without infringing copyright and related rights.

13. When opting for open access in the publication and publishing of the scientific (art) works of the University, it is recommended to give priority to diamond open access journals that ensure the high quality of scientific outcomes, the appropriate level of peer-review and have a significant influence on the scientific development and the dissemination of the scientific outcomes, whereas when an open access publication is not available – to ensure open access via open access platforms and hosting sites.

14. It is recommended to make the University’s final theses public on open access platforms and hosting sites.

CHAPTER IV OPEN ACCESS TO SCIENTIFIC RESEARCH DATA

15. The University recognises that the collection, generation, processing, analysis and publication of scientific research data is an important practice of open science and an inseparable part of the scientific activities carried out at the University.

16. The University aims for entries in open databases applying high standards of scientific research data monitoring, scientific research data sets’ peer-review and quality monitoring to be considered scientific outcomes and/or scientific dissemination outcomes.

17. The University supports and encourages openly sharing scientific research data, its metadata, and the source of software used in scientific research insofar as it does not infringe intellectual property rights and the protection requirements for personal data and/or commercial secrets.

18. The University supports the “FAIR”, “FACT” and other open-linked scientific research data principles that are in alignment with the University’s standards for academic activities and these Guidelines; the University also recognises that complying with them ensures the maximum value of the scientific research data generated at the University and their replicability.

19. Open, standardised data formats supported by free/libre and open source software (“F/LOSS”) are recommended for the hosting and publication of open scientific research data.

20. The University recognises the importance of scientific research data sustainability and invests resources in long-term retention of scientific research data. The University determines that scientific research data regarded as meaningful to be retained after the research shall be stored for no less than 10 years after the completion of said research. Scientific research data shall be retained in such a form that it is then possible to check and replicate the outcomes of the research during which the data was collected.

21. The University recognises the importance of scientific research data management and monitoring. The University undertakes to ensure that scientific research data is managed by highly qualified data monitoring specialists.

22. Open scientific research data shall be accessible to researchers and the public at large to read without any additional registration, fee or other restrictions.

CHAPTER V THE ASSESSMENT OF SCIENTIFIC OUTCOMES

23. The University aims for the assessment of open science outcomes, processes and their impact to become an inseparable part of the assessment of scientific activities.

24. The University supports open science assessment initiatives: the DORA Declaration, the principles of the Leiden Manifesto and the creation and implementation of a new-generation assessment system which would use qualitative and quantitative science assessment methods and indicators, and which would be relied on in taking decisions on the careers and promotion of scientists and science funding.

CHAPTER VI FREE/LIBRE AND OPEN SOURCE SOFTWARE AND OPEN SCIENTIFIC RESEARCH DATA EXCHANGE STANDARDS

25. The University encourages the publication of the software created by the University employees as free/libre and open source software (“F/LOSS”).

26. The University encourages the creation, usage, monitoring and publication of open scientific research data exchange standards.

CHAPTER VII OPEN TEACHING AND LEARNING RESOURCES

27. Open teaching and learning resources are a part of the research and studies process at the University and an important tool in order to ensure each student’s right to free-of-charge access to relevant teaching and learning resources, laid down in the Student Rights Charter.

28. The availability of teaching and learning resources that are of high quality and of open access improves the accessibility of studies, increases the diversity of learning methods and empowers the academic community to further develop the learning material to adapt it to individual needs.

29. The University:

29.1. encourages teachers and researchers to create and update the teaching and learning material of studies in a way that makes it accessible as open learning resources in the virtual learning environment;

29.2. encourages students to make their works prepared for course units accessible as open learning resources and encourages them to get involved in their improvement and usage;

29.3. ensures the openness and accessibility of information systems for the purpose of using and hosting teaching and learning resources;

29.4. provides institutional support and ensures the competencies of teachers, researchers and students in the creation and usage of open teaching and learning resources and in the management of information-communication technologies (ICT);

29.5. provides the quality indicators of open teaching and learning resources and establishes the procedure for using these resources.

CHAPTER VIII INCLUSION OF THE PUBLIC

30. With the understanding of the inclusion of the public in scientific activities as a required aspect for the openness of science that provides new perspectives to research, allows various groups of society to be heard, increases the public's trust in science and encourages cooperation between the community, the public and governmental institutions, the University:

30.1. supports the science initiatives and projects of citizens by providing methodological and consultation support;

30.2. ensures the dissemination of information on citizens' science projects and initiatives carried out at the University to the academic community and the public.

CHAPTER IX INFRASTRUCTURE

31. The University, taking into account the need for the infrastructure for the implementation of the open science policy and that infrastructure's development:

31.1. maintains the existing open science infrastructure by ensuring its sustainability, reliability, development, security, with the aim of retaining as much scientific research data and other digital scientific research outcomes as possible, thus enabling their dissemination and effective and repeated use;

31.2. maintains the open access platform for the publication of scientific journals and e-books published at the University;

31.3. supports and consults on the issues of using open standardised scientific research data formats for data exchange;

31.4. encourages and supports the usage of open standards in the infrastructure of data exchange and data archives;

31.5. fosters the creation of open tools (software included) for open science purposes and the standardisation of such tools;

31.6. ensures the community's access to the latest open science infrastructure;

31.7. supports open science platforms used by the University and ensures the human resources necessary for the maintenance of the infrastructure.

CHAPTER X FINAL PROVISIONS

32. The Guidelines shall be reviewed and updated as necessary.

33. The Guidelines shall be made publicly available on the websites of the University and its units that are related to the implementation of the open science policy.

34. The legal acts implementing the Guidelines, insofar as it does not fall under the competency of the Council of the University, shall be approved by an order of the Rector or their authorised person.
