Tampere University's action plan on open science

Approved by the Provost on 11 December 2018

On 11 June 2018, the Academic Board of Tampere University approved the guideline "Open science and research in the Tampere higher education community". This action plan is based on the guideline.

1. GENERAL PRINCIPLES

In order for Tampere University to reach its goals in open science and research, and to have a wide-ranging and multifaceted impact on society, the University will ensure that the principles of open science are an integral part of its processes and the daily work of its researchers. The principle of open science will be included in documents that guide the University's operations. Researchers, supervisors and research service experts are issued with guidelines on how and when it is necessary to limit openness.

Open science will be consistently highlighted on the University's website, which provides access to resources on open science.

A permanent open science coordination group will be set up to guide and monitor the implementation of the University's open science policy. The group will launch an investigation on the status of open science at the University.

The University will develop its own culture of open science and the practices related to it. In addition, the University will continue to be an active and prominent actor in the field in the context of national and international developments.

With its internal processes, the University will ensure that the processes of merit and reward support its commitment to open science. The University will also monitor and promote the development of researchers' and teachers' meriting practices at the national and international levels.

The University will provide diverse training on open science matters to students, teachers, researchers and support services experts. Furthermore, it will offer them access to national and international online resources. Expertise in matters of open science will be made an integral part of research training.

2. OPENNESS OF RESEARCH DATA

Tampere University will ensure that its processes, information systems and systems support, guidelines, and education enable the realisation of the FAIR principle (findable–accessible–interoperable–reusable) in all research work from its beginning to its end.

The University will provide guidelines and advice on data licensing and the production of metadata. The University ensures data storage and communicates where data can be stored to meet the FAIR criteria.

The University is participating in the implementation of the data citation roadmap for Finland.[1]

The University will ensure that all research data produced can be cited. This will enable the monitoring of the data's impact and visibility, and it ensures that researchers earn more merits for the use of their data. The data produced at the University contain instructions on how they should be cited.

The University will provide support on the recognition of data sensitivity and the definition of data opening opportunities.

In order to make the members of the University community aware of their responsibilities in good data management, the topic will be integrated in curricula and taught from basic studies onwards. Experts in matters of open science will closely collaborate with faculty members responsible for teaching. The entire University community will be offered versatile support for communications, education and supervision, including broad guidelines published online. Open science matters will be included in the researchers' job orientation.

The University will conceptualise and create a data service. It will also ensure that the service has sufficient resources and capacity building. The data service will include data support and the information systems required for data management. The data service will be implemented with the one stop source principle in the form of local, national and international collaboration.

Data support will provide the entire higher education community with guidelines, advice and education about every step of the life span of data. The system is designed to include programmes, tools, and services for data management, utilisation, findability and sharing, as well as storage, computation and handling capacity.

The Finnish Social Science Data Archive (FSD) supports the responsible sharing of research data and takes care of the long-term preservation of the data it stores.

In order for all funding applications from the University to meet the research funders' requirements on open science and research, the University will provide centralised information on current specifications, and it supports compliance.

The University will ensure that a data management plan is included in every research project; in exchange, the University will provide data management resources. The data service will also provide support on estimating the costs of data management. Research funding experts will be trained in the cost principles of data management.

The University will ensure that the researchers and experts understand the limitations caused by research funders and data ownership, usership and creatorship; these limitations are to be made clear to all parties and participants in research projects. The creator's right to use the research data first is assured by an agreement, for which the University will draft a template. The matter will be efficiently communicated, and researchers will be appropriately guided and advised.

The University will provide instructions and advice for licensing data and making them machine-readable so that they may be opened for re-use.

With support measures and services, the University will enable data storage and opening primarily at the FSD and, if necessary, at another high-quality storage facility that enables long-term access.

Tracing data: Data citation roadmap for Finland. Finnish Committee for Research Data (2018-04-10): http://www.doria.fi/handle/10024/153328

The University will describe the principles of long-term data storage in order to recognise particularly valuable research data, and it will make preparations for the creation of a related policy, which is to be piloted.

3. OPEN PUBLICATION

In its publication activities, Tampere University is committed to the FAIR principles (findable–accessible–interoperable–reusable). The University will actively foster the development of sustainable open publication solutions, such as platinum open access. Platinum open access means that the publisher does not charge author fees and the publication is openly accessible.

The University will gather up-to-date information on the openness criteria and models used by publication channels, and it offers support and advice in order to ensure the openness of various types of publication. According to the University's guideline on open science, the University will offer researchers support in finding a relevant publication channel. The support consists of an email address to the service, advice, guidelines and training sessions. The University will efficiently communicate the existence of the service to researchers.

The University will offer centralised current information on funders' requirements as well as support on how to fulfil these requirements. The University will make a provision for creating a centralised fund to cover article processing charges (APC) and prepare criteria for granting this support as well as for setting up an administrative service to handle the matter. As support, researchers are offered guidelines, training and supervision.

The University will issue a guideline on Green Open Access in order to maintain a sound process and service for self-archiving. The University will develop its publication series and Tampere University Press as an open science publisher and market them.

The University will create procedures and guidelines on the open publishing of theses and dissertations. The University will start investigating the opportunities of enabling the data-mining of theses.

In all essential forums, the University will promote the formation of suitable publication policies and agreements; moreover, it will participate in their national and international development.

4. MONITORING AND ASSESSMENT

As part of its internal operations management, Tampere University will regularly and systemically reflect upon the preconditions and realisation of open science.

The University will undertake the measures detailed above as well as necessary measures in order to reach maturity level 5 in the culture of open science by the end of the 2017–2020 period as agreed with the Ministry of Education and Culture. An evaluation and monitoring plan will be drafted defining the goals, topics, criteria, indicators, methods, processes and responsibilities of the follow-up. An open webpage will be dedicated to describing the content and purpose of the follow-up indicators.

The University is committed to adhering to the DORA declaration, which emphasises the responsible assessment of research.[2]

Open science will be one of the areas assessed in the University's next research assessment exercise (RAE).

The University will also ensure the high international level of its openness policies by actively participating in international development work.

DORA declaration (San Francisco Declaration on Research Assessment): https://sfdora.org/read/