

Dean of Medicine Open-Access Publication Fund Terms of Reference (2022)

In an effort to increase the visibility and breadth of knowledge dissemination stemming from the Faculty of Medicine's research and scholarly activities, the Dean of Medicine has committed funding to offset the cost of open-access publications of peer-reviewed manuscripts in reputable scientific journals (e.g., indexed by Scopus, Web of Science, PubMed, ScienceDirect) in which the PI retains copyright. This is aligned with the Faculty of Medicine's strategic plan, *Destination Excellence 2018-2023*, in enhancing impactful research and scholarly work. This fund will be administered by the office of Research and Graduate Studies (RGS) and will provide funding towards the fees for open-access publications to academic members in the Faculty of Medicine on a first-come, first-served basis. Given resource constraints, those administering this fund are under no obligation to provide contributions towards the cost of the open-access publications if a lack of available capital prevents them from doing so.

All the applicable criteria cited below must be satisfied for a faculty member to avail of the Dean of Medicine Open-Access Publication Fund:

- (i)** The fund can be accessed by an individual faculty member (full-time or part-time) in the Faculty of Medicine once per annum (June 1st to May 31st) following the acceptance of the work by scientific journals.
- (ii)** Application to this fund can only be made once there are no other resources available to the faculty member for fees towards the cost of the open-access publications of their scientific work (e.g., author fund open access available from the Memorial University Libraries).
- (iii)** Requests to access the fund should be made to Angela Dunn, RGS Research Manager (rgs.researchmanager@med.mun.ca) by e-mail and must include: names of the authors, a copy of the acceptance letter or email, a copy of the invoice or description of costs associated with the free-access publication if the invoice is not yet finalized, and a brief statement of justification for use of this fund.
- (iv)** Once approved for the fund, RGS will provide leverage at a ratio of 3:1, and contribute up to a maximum of \$1,500, provided the faculty member (as an author) contributes up to \$500 towards the fees for the free-access publication.