

# eScholarship@UMMS Digital Collections Policy

Research and Scholarly Communication Services

## Overview

eScholarship@UMMS Digital Collections support the University of Massachusetts Medical School's (UMMS) mission to advance the health and well-being of the people of the commonwealth and the world through pioneering advances in education, research and health care delivery in three ways.

eScholarship@UMMS Digital collections:

1. reflect the research and educational mission of UMMS,
2. support the [Open Access](#) resolution passed by UMMS faculty, and
3. contribute to the advancement of research in the health and biomedical sciences.

This policy articulates the scope and selection factors for the creation, collection, organization, dissemination, and management of digital content through eScholarship@UMMS. The licensing and/or purchasing of electronic resources and archival collections are out of scope of this policy.

Open Access to the full text of research products increases the visibility and discovery of research; it facilitates education and patient care by broadening the range of materials available and removing barriers to their access; it provides an explicit return on the public's investment in taxpayer-funded research; and it facilitates the measurement of research impact using new metrics. To leverage these benefits of Open Access, eScholarship@UMMS Digital Collections are openly accessible to the greatest extent possible.

eScholarship@UMMS Digital Collections showcase UMMS achievements in research and education. Some collections will by their nature be unique; some collections will be duplicative of work that is available through other channels. However, complete and comprehensive collections are fundamental to the service that we provide and can make a powerful demonstration of the quality and range of institutional research.

The cultivation and management of digital collections are processes that require project management, metadata creation, specialized infrastructure, and ongoing assessment. New projects will be considered that not only meet our scope and selection criteria, but can also be reasonably managed by Lamar Soutter Library's Research & Scholarly Communication Services (RSCS) staff.

eScholarship@UMMS will make every effort to ensure ongoing access to contributed materials over time, including migrating content among infrastructure platforms as needed.

## Scope

We will consider collections of digital scholarly content that:

- are products of the research and educational mission of UMMS and have been produced or sponsored in whole or part by UMMS faculty, researchers, students or staff;

- are unique to the UMMS community and history\*;
- contribute to openly available research products in the health and biomedical sciences;
- have disciplinary significance or community relevance, including for the public of the commonwealth;
- or will benefit from long-term management and preservation activities.

## Selection Factors

The following factors will be considered when evaluating digital projects:

- The content fits the Digital Collections scope statement;
- The format (born digital) and physical condition (analog) of the content permits its management (IE: they are not too fragile to be handled).
- Lamar Soutter Library has or can obtain the rights to disseminate the content, or the content is in the public domain.
- Lamar Soutter Library has or can obtain the resources to do the project.
- The content has the potential to be made openly available.
- Research and Scholarly Communication Services staff have appropriate access to all of the content required to create a complete object or cohesive collection.
- The content is in final form, ready for public dissemination and will not require versioning or updates.
- The project provides opportunities for building innovative relationships within UMMS or among external institutions.
- The project has the potential to attract external funding.

## Corporate Sponsorship

eScholarship@UMMS does not allow paid advertising or corporate sponsorship for digital collections. As a non-profit open access institutional repository which supports and disseminates the scholarship of the University of Massachusetts Medical School, this policy has been established to retain independence, avoid conflicts of interest, serve the best interests of the University, and ensure the continued viability and reputation of the repository and the University.

- “Corporate sponsorship” is defined as a contribution from a business (either in cash or in-kind) that is provided as a donation to support eScholarship@UMMS or a specific digital collection, or in exchange for advertising, endorsement, or promotion.
- Advertisements will not be allowed on the escholarship.umassmed.edu domain or on full text content (e.g. PDFs of individual articles).
- eScholarship@UMMS does not support business functions such as corporate memberships.

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\* Collections or items of potential archival quality will be reviewed in collaboration with the Office of Medical History and Archives.

## Removal of Content

Digital collections are meant to be permanent records of scholarship produced at UMMS. We will consider requests to remove content on a case-by-case basis for reasons such as:

- A publisher issues a copyright take down notice.
- An Author requests the removal of content they have submitted.

*This policy was last updated on December 6, 2017.*

*This policy was approved by the eScholarship@UMMS Management Team on December 19, 2017.*