

## **Publication policy**

**Date: 4 March 2014**

### **Purpose**

The Institute for Safety Compensation and Recovery Research (ISCRR) is a joint venture between Monash University, WorkSafe Victoria and the Transport Accident Commission (TAC). ISCRR has dual objectives of facilitating and conducting high quality research and having an impact on the performance of its industry partners and their stakeholders.

Publication of research output is a critical component of ISCRR's activities. It supports dissemination and uptake of research evidence, and helps to establish the reputation of ISCRR and its research and funding partners in the field. Publication of research findings is also a critical component of most research careers and as such warrants serious consideration.

This document describes ISCRR's publication policy. This policy has been developed following broad consultation with the institute's research and industry partners. The policy seeks to strike a balance between the competing needs of researchers and research funders, while maintaining the ability of researchers to publish their work in peer-reviewed journals, and also recognising the need for ISCRR to make research findings publicly available in order that they may impact policy and practice.

The principles represent an elaboration of Clause 26 of the Research Institute Collaboration Agreement (RICA – the agreement between WorkSafe, the TAC and Monash University that established ISCRR).

### **Scope**

This policy applies to research output arising from any research projects that are funded by a research funder via ISCRR.

This policy does not apply to activities that seek to present research findings in public forums. ISCRR and its partners will seek to promote research findings via activities such as workshops, media releases, public seminars, and the like. Such activities will be developed collaboratively between ISCRR and its partners on a case-by-case basis. Such activities will only occur with the consent of the research partner, the research funder and ISCRR.

The policy is effective as of its date of approval by the ISCRR Board of Management, on 4<sup>th</sup> March 2014. This policy replaces any previous versions of the policy with earlier effective dates

### **Definitions**

ISCRR is the Institute for Safety Compensation and Recovery Research at Monash University.

Research funder is defined as any organisation providing funds to ISCRR for the conduct of a research project. This includes, but is not limited to, WorkSafe Victoria and the TAC.

Research partner is defined as any researcher or research group receiving funding via ISCRR for the conduct of a research project. This includes, but is not limited to, researchers within Monash University.

Research output is defined as academic products of research including articles submitted for consideration by a peer-reviewed research journal, books and book chapters,

conference presentations, papers included in conference proceedings, and technical reports.

Research Project Leader (RPL) is defined as the researcher with responsibility for leading a research project.

ISCRR Program Leader is defined as the ISCRR senior executive with responsibility for overseeing the activities in one of ISCRR's four research programs.

Project Sponsor is defined as the senior executive within the research funder with responsibility for the research project.

## **Principles**

The following are the principles that inform this policy:

1. There is an expectation that research output produced by ISCRR or its research partners will be published and made publicly available.
2. The content of research output is the responsibility of the researcher and thus the researcher has the right to make decisions regarding content of research output.
3. Discussions regarding withholding publication should occur before a research project has started. This provides the research funder, the researcher and ISCRR the opportunity to discuss and identify issues of concern and plan actions to address those.
4. After a research project has started, research funders do not have the right to withhold publication of research output or to alter the content of research output.
5. Research funders have a right to comment upon research output prior to publication and there is an expectation that comments will be considered by the researcher.
6. The process of academic peer-review places some limits on information that can be made publicly available prior to publication of research output in an academic journal.

## **Policy**

### Authorship and Acknowledgment

Authorship for all research output will need to be considered on a case-by-case basis. It is the responsibility of the Research Project Leader (RPL) to ensure that authorship is determined in a manner consistent with appropriate academic standards.

It is the responsibility of the RPL to ensure that all output includes appropriate acknowledgment of parties contributing to the research.

### Independence of Research Output

Research output is produced independently of research funders or other stakeholders by the research partner, under the leadership of the RPL. It is the responsibility of the RPL to ensure that the views expressed in research output reflect those of the research team.

Notwithstanding the above, the RPL will seek input from the research funder on research output as per below.

## Consent to Publish

It is important for ISCRR to ensure that research output is made publicly available. This helps to maximise the impact of research and to protect ISCRR's reputation of independence of research.

ISCRR will only publish information with the consent of the RPL and/or the lead author on a piece of research output.

Research funders may request that individual pieces of research output are not made publicly available. Such requests must be made before a research project begins. It is anticipated that such requests will occur only in exceptional circumstances. Agreements to withhold publication should be made in writing by the research funder, the RPL and ISCRR.

After a research project has started, research funders do not have the right to withhold publication of research output. Should a request to withhold publication be made after a project has started, the resolution procedures outlined below will be followed.

Should a conflict regarding publication of research output arise, the conflict resolution procedures outlined below will be followed.

## Review and Approval

Academic journal articles arising from ISCRR funded research projects must be provided to research funders for comment at least 20 working days prior to submission for peer review, as per Clause 26.3 of the RICA. Research partners are under no obligation to alter research output, but it is expected that any reasonable suggestions or comments from research funders will be considered prior to submission.

It is recommended that for other forms of research output, research partners seek the input of research funders via ISCRR prior to publication. Research partners are under no obligation to alter research output, but it is expected that any reasonable suggestions or comments from research funders will be considered prior to publication.

It is the responsibility of the RPL to review and approve all research output arising from a project prior to publication. Where ISCRR is making research output publicly available (e.g., via its website) it will seek the input and approval of the research partner.

## Communication & Distribution

Copies of all research output produced on a research project will be made available to the research funder via ISCRR.

ISCRR may publish output arising from completed research projects (or output summarising components of research projects) via a range of media including its website, in printed material and in electronic communications. It will only do so with the consent of the research partner and the research funder.

A research translation plan for every project will be developed and agreed jointly by the research funder, the research partner and ISCRR as part of the project planning process. This plan may be revised by agreement during the course of a project.

ISCRR is unable, due to copyright and other restrictions, to make peer-reviewed academic journal articles publicly available or distribute them for non-research purposes.

### Quality Assurance

All published research output should be subjected to a quality assurance review before publication. There are a range of quality assurance mechanisms available and ISCRR will make use of these as follows:

- Articles submitted for peer review are subject to the academic journal peer-review process.
- Abstracts submitted for conference presentation will be subject to the conference abstract review processes.
- Prior to finalisation and publication, all substantive reports<sup>1</sup> arising from a research project submitted to a research funder will be reviewed by an independent academic expert to assess scientific quality, and by an appropriately qualified and experienced person to assess industry relevance.
- Reports may be submitted to a research funder in draft format prior to independent review.

### Conflict Resolution

For projects funded by WorkSafe and the TAC, any disputes arising regarding the publication of research output will be addressed in the following manner. Disputes arising from projects funded by other research funders will be addressed as per agreed contractual agreements.

Step 1. The WorkSafe or TAC project sponsor, Research Project Leader and ISCRR Program Leader will meet to discuss the dispute and seek a resolution. If a resolution is reached, this will be documented in writing along with any actions required. If a resolution cannot be reached, the dispute will be escalated to step 2.

Step 2. The ISCRR Relationship Management Committee (RMC - reporting to the Board of ISCRR) will consider the dispute and make a decision with reference to this publication policy.

Should the decision of the RMC be disputed, the matter will be escalated to the ISCRR Board for review and a final decision, with reference to this publication policy.

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<sup>1</sup> A substantive report is defined as the final report arising from a research project or a report describing the findings of one component of a multi-component research project.