

MacEwan Open Journals Terms of Use

To support open access publishing initiatives, MacEwan University Library offers a hosting service for MacEwan University-affiliated open access journals.

These Terms of Use lay out mutually agreed upon responsibilities and duties of *MacEwan University Library* (hereafter referred to as 'Library') and MacEwan University faculty or staff members managing journals on this platform (hereafter referred to as 'Journal Manager').

1. Roles and Responsibilities of the Library:

- 1.1. Maintain an installation of open access journal hosting software that enables free and unrestricted online access to the contents of the journal.
- 1.2. Provide journal managers and editors with basic orientation to software functionality and basic technical assistance.
- 1.3. Provide guidance on licensing and copyright management of journal content.
- 1.4. Provide recommendations for disseminating and promoting journal content.
- 1.5. Archive digital content on secure Canadian servers outside of the software to help ensure long-term preservation and access.
- 1.6. Remove content from the software should a copyright or related dispute arise. The Library will engage the Journal Manager should this occur.

2. Roles and Responsibilities of the Journal Manager:

- 2.1. Assume full responsibility for the open access journal, including regular production of at least one issue every 12-24 months.
- 2.2. Ensure proper copyright management of content; this includes ensuring that terms of use and reuse are clear to readers and authors by applying a [Creative Commons license](#) to works.
- 2.3. Adhere to accessibility standards that make the content available to all people regardless of sensory ability or disability affecting vision and/or hearing as detailed in the Public Knowledge Project's [Inclusive and Accessible Theming Guide](#).
- 2.4. Inform the Library of any change in contact information for the Journal Manager.

3. Termination of Service

- 3.1. In the event of a decision to discontinue journal hosting by either the Library or the Journal Manager, written notice will be provided to the other party at least 3 months prior.
- 3.2. Upon termination of this hosting arrangement, the Library reserves the non-exclusive right to digitally archive published content perpetually in any format to ensure long-term preservation and access. This does not include the right to sell the content or sell access to the content under any circumstances.