

Aquatic Commons: Policies

<http://aquaticcommons.org/>



Purpose

The Aquatic Commons repository was established by the International Association of Aquatic and Marine Science Libraries and Information Centers (IAMSlic) in 2006. It is intended to facilitate the exchange of scientific research related to the marine/aquatic environments by providing a searchable, Web accessible repository for digital documents. Initially, it will seek to build content based on born digital and legacy documents in PDF format that have been produced under the auspices of IAMSlic member organizations or partnered agencies. It is specifically mandated to offer repository services where local, stable IT support is lacking. Future development will explore the serving of additional formats and alphabets. The Aquatic Commons is intended to complement institutional repositories and to collaborate with related subject repositories particularly in developing countries, such as the OceanDocs Repository Network of the Intergovernmental Oceanographic Commission.

A long-term goal will be to assist in providing access to legacy collections that have never been easily accessible to researchers and to provide access to the grey literature produced as the technical series of smaller research units in universities, governmental and non-governmental agencies.

The initial implementation of Aquatic Commons was completed under contract by the Florida Center for Library Automation (FCLA). FCLA hosted, developed and managed the Eprints software from 2007 to November 2010.

In December 2010, within the framework of the long-standing collaboration between IAMSlic and the IOC's International Oceanographic Data and Information Exchange ([IODE](#)), the IOC Project Office for IODE in Oostende, Belgium agreed to host Aquatic Commons as part of its efforts to promote free and open access to marine scientific information to the global community (which also includes its own OceanDocs). The cooperation includes technical support. IODE hosting began with implementing Eprints version 3.2.4.

Metadata Policy for records describing items in the repository

1. Anyone may access the metadata free of charge.
2. The metadata may be re-used in any medium without prior permission for not-for-profit purposes provided the OAI Identifier or a link to the original metadata record are given.
3. The metadata must not be re-used in any medium for commercial purposes without formal permission.

Access Policy

1. Anyone may access items free of charge.
2. Copies of items generally can be reproduced, displayed, and given to third parties in the original format for personal research or study, educational, or not-for-profit purposes without prior permission or charge, provided:
 - a. the author(s), title and full bibliographic details are given
 - b. a hyperlink and/or URL are given for the original metadata page
 - c. the content is not changed in any way
3. Items must not be harvested by robots except transiently for full-text indexing or citation analysis.
4. Items must not be sold commercially in any format or medium without formal permission of the copyright holders.
5. This repository is not the publisher; it is merely the online archive.
6. Mention of the repository is appreciated but not mandatory.

Content Policy

1. This is a multi-institution subject-based repository.
2. The following subjects as they relate to the aquatic and marine environments and resources will be used for basic categorizations.

English	Spanish	French	German
Agriculture	Agricultura	Agriculture	Landwirtschaft
Aquaculture	Acuicultura	Aquaculture	Aquakultur
Atmospheric Sciences	Ciencias Atmosféricas	Sciences de l'atmosphère	Atmosphäerologie
Biology	Biología	Biologie	Biologie
Chemistry	Química	Chimie	Chemie
Conservation	Conservación	Conservation	Naturschutz
Earth Sciences	Ciencias de la tierra	Sciences de la terre	Geowissenschaft
Ecology	Ecología	Écologie	Ökologie
Economics	Economía	Économie	Ökonomie
Education	Educación	Éducation	Bildung
Engineering	Ingeniería	Ingénierie	Ingenieurwesen
Environment	Medio ambiente	Environnement	Umwelt
Fisheries	Pesca	Pêches	Fischerei
Health	Salud	Santé	Gesundheit
Information Management	Gestión de la Información	Gestion de la Information	Informationsmanagement
Law	Derecho	Droit	Recht
Limnology	Limnología	Limnologie	Limnologie

Management	Gestión	Gestion	Management
Oceanography	Oceanografía	Océanographie	Meeresforschung
Planning	Planificación	Planification	Planung
Policies	Políticas	Politique	Politik
Pollution	Contaminación	Pollution	Verunreinigung
Sociology	Sociología	Sociologie	Soziologie

3. Submissions to the repository must include the metadata and the digital object referenced. Preferred file formats for the following digital objects are:
 - a. Text – pdf
 - b. Powerpoint – pdf
 - c. Images – jpeg
 - d. Video – mpeg
 - e. Audio – wav
 - f. Data (as spreadsheets) – csv or Excel
4. Text files are most likely to include:
 - a. Research papers (pre- and postprints)
 - b. Conference and workshop papers
 - c. Theses and dissertations
 - d. Reports, monographs, working papers, and technical reports
 - e. Books, chapters and sections
5. Papers may include:
 - a. Non peer-reviewed (pre-prints)
 - b. Final peer-reviewed drafts (post-prints)
 - c. Published versions
6. Principal languages of deposited files:
Initially, all western European languages. Search interfaces will be English, French, Spanish, and German. Other language interfaces will be developed as funding allows.

Submission Policy concerning depositors, quality & copyright

1. The repository will be open to the entire research community for self submittal. The digital items deposited will be reviewed by editors and content-appropriate items will be added; non-appropriate items will be rejected and where appropriate email notification sent to depositor.
2. Authors should submit their own work only for archiving and retain full copyright of their work.
3. Editors will vet submissions for relevance to the scope of the repository, and the exclusion of spam.
4. The validity and authenticity of the content of submissions is the sole responsibility of the depositor.
5. Items may not be deposited until any publishers' or funders' embargo period has expired.
6. Any copyright violations are entirely the responsibility of the authors/depositors.
7. If the repository receives a substantiated notice of copyright violation, the relevant item will be

removed immediately.

8. By the act of submission, the author(s) implicitly grant to the Aquatic Commons Repository the non-exclusive right to take any actions necessary to help preserve the content of the item over time, including but not limited to making copies and/or derivative versions.

Preservation Policy

1. Items will be retained indefinitely.
2. The repository will try to ensure continued readability and accessibility.
3. The repository regularly backs up its files according to current best practice.
4. Items may not normally be withdrawn from the repository.
5. Acceptable reasons for withdrawal include:
 - a. Proven copyright violation or plagiarism
 - b. Legal requirements and proven violations
 - c. National Security
 - d. Falsified research
6. Withdrawn items are not deleted per se, but are removed from public view.
7. Withdrawn items' identifiers/URLs, and metadata are retained indefinitely.
8. URLs will continue to point to 'tombstone' citations, to avoid broken links and to retain item histories.
9. Changes to deposited full text items are not permitted.
10. If necessary, an updated version may be deposited as a separate item.
11. In the event the Aquatic Commons Repository ceases operation, the database may be transferred to another appropriate archive.

Additional Support

If you have questions or concerns about the repository, please contact: AquaticCommons@gmail.com