



University of Maribor

Faculty of Electrical Engineering
and Computer Science

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Based on the Open Access Policy for Research Infrastructure of the University of Maribor, approved at the 14th Ordinary Session of the Senate of the University of Maribor, 24 November 2020 by Decision No 030/2020/78/515-MP, the Senate of the Faculty of Electrical Engineering and Computer Science of the University of Maribor, at its 42nd regular meeting on August 25th 2023 adopted the following resolution

Open Access Policy for the Research Infrastructure of the Faculty of Electrical Engineering and Computer Science

1.1 Definition

The Research Infrastructure (RI) of the Faculty of Electrical Engineering and Computer Science (FERI), according to the Open Access Policy to the Research Infrastructure of the University of Maribor (OPARIUM), comprises the premises, research equipment, databases and any other research systems within the Faculty of Electrical Engineering and Computer Science.

1.2 FERI RESEARCH ENTITY

The research entities at FERI are **laboratories**. The administrators (managers and contact persons) for each research equipment are the **laboratory managers** or **administrators** of each research equipment in the laboratory.

1.3 INTERNAL ENTITY POLICIES

The internal policies of the individual FERI laboratories are consistent with the provisions of the overarching document (OPARIUM) and define:

- **Users,**

These may be **UM employees and researchers, researchers from other institutions** or **other users** (companies, citizens). For the purpose of the use of a particular FERI RI by external users, proof of possession of the knowledge and skills required for its use may be required. The appropriate competence of external users shall be judged by the administrator of the research equipment. If the external user does not have the required knowledge and skills to use the RI in a professional

manner, the laboratory may offer to provide the service of using the RI by professionally trained staff.

- **Access options**

Research Infrastructure (RI), which may be accessible **on the premises of the laboratories** or remotely (if the nature of the RI allows it), and in the case of **mobile** or **semi-mobile equipment**, the laboratories shall define the necessary security measures.

- **Forms of access,**

which include access based on **research excellence** and access based on **market orientation**. In the case of access based on research excellence, this depends on scientific excellence, originality, quality, technical feasibility and compliance with ethical considerations. Market-driven access is possible based on an agreement between the external user and the head of the laboratory or the FERI RI administrator and involves a performance fee or a fee for access to the RI. Within individual laboratories, decisions on access requirements for all users must be clearly defined and justified.

- **An access unit for a specific piece of research equipment,**

which may be a work hour, a processing unit (e.g. a sample), etc., which is clearly defined within each research entity or laboratory for each individual piece of open access research equipment.

- **Costs and fees,**

defining the financial aspects of using the RI, where access to the RI can be free or for a fee. All conditions related to the use of RI are transparent for all users and are available on the UM website within the UM Research Infrastructure Database - BRIUM (<https://briumdev.um.si/#/>). In the case of paid access, the user is charged a fee according to the actual use of the RI. Fees for access to different types of the RI may vary and are set within each research entity, following the principles:

- verifiability;
- traceability of work done on a given RI (usage data), including keeping a record of access requests (successful and unsuccessful, and reasons for denial of access);
- prohibition of double funding;
- compliance with all relevant state funding conditions, EU funding conditions and competition law.

Market-oriented access charges are the same as full commercial prices.

- **Scope of own use,**

which may also define a particular RI as being for the exclusive use of FERI, which is clearly communicated to all potential users.

- **Education and training opportunities,**

FERI laboratories and researchers may, in accordance with the open access policy of FERI and in accordance with their resources, make education and training available to users from other institutions, organisations, companies or members of the public.

- **Any restrictions on access to RI,**

which may be related to national security and defence, privacy and confidentiality, commercial sensitivity, intellectual property rights, ethical considerations, etc.

- **Research data management,**

under which the RI research entity can set guidelines on how and where to store the resulting data for a reasonable period of time and define how this research data is to be made available for re-use, following the FAIR principles (findability, accessibility, interoperability and reusability).

As part of their open access policies, FERI research entities are responsible for:

- **Open Access quality**

to RI within the individual FERI research entities, taking into account the general indicators defined by the European Commission according to the RACER principles (relevance, acceptability, credibility, simplicity, robustness).

- **Ethical conduct, research integrity and non-discrimination and transparency,**

The Open Access Policy for the Research Infrastructure of FERI follows the Code of Ethics for Scientific Research and Publication at UM FERI, the UM Code of Ethical Conduct, and the eight fundamental principles of appropriate conduct for researchers: honesty in communication, reliability in the conduct of research, objectivity, impartiality and independence, openness and accessibility, duty of care, honesty in the citation of credentials and merit, and responsibility towards future scientists and researchers.

FERI research equipment, information on the custodian, equipment name, equipment purchase price, equipment purchase date, equipment usage, etc. is defined in more detail in BRIUM.