



## Academic Policy Statement APS 27:

### Research Data Management

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Middlesex University is committed to supporting and facilitating research excellence. Excellent research is underpinned by high quality data and as such it is essential that research conducted within the institution be subject to Research Data Management (RDM) best practice. Supporting the principles of the Universities UK concordat to support research integrity<sup>1</sup> and the Middlesex University Code of Practice for Research,<sup>2</sup> it is the institution's responsibility to encourage and enable researchers to engage with this best practice.

The benefits of managing research data effectively include:

- Improving the integrity, longevity and utility of research data
- Mitigating the risk of accidental data loss
- Enabling data sharing and re-use, increasing the visibility, impact and integrity of research.
- Mitigating the risk of inappropriate release of sensitive data.
- Ensuring appropriate long term preservation of and access to data.

Research Councils UK (RCUK) expect that "publicly funded research data are a public good, produced in the public interest, which should be made openly available with as few restrictions as possible in a timely and responsible manner that does not harm intellectual property [while recognising] that there are legal, ethical and commercial constraints on release of research data."<sup>3</sup>

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<sup>1</sup> [Universities UK Concordat on Research Integrity](#)

<sup>2</sup> [Middlesex University Code of Practice for Research](#)

<sup>3</sup> [RCUK Open Access Policy](#)

can be described as “ .. an explicit process covering the creation and stewardship of research materials to enable their use for as long as they retain value”<sup>6</sup>

can be defined as any digital object created during the course of research (which might include documents, still images, video and audio files, spreadsheets, software, computer code, databases or websites) in addition to physical objects such as sketchbooks, diaries, lab notebooks, portfolios, models or other artefacts. It also includes the documentation of Practice-as-Research.

is that which “ .. can be by for

can include the planning, creating, using, appraising, depositing, publishing and preservation of research data enabling both discovery and re-use.<sup>8</sup>

1. Raise awareness of RDM best practice and funder requirements and the associated implications for both individual researchers and the University
2. Acknowledge that RDM falls within the remit of a range of stakeholders and that they will need to work together to develop a comprehensive and cohesive RDM infrastructure and support service.
3. Delineate what Middlesex University expects of its researchers and clarify the services that will be provided to assist them.

As part of best practice, the University expects researchers to manage their data to appropriate standards throughout the research data lifecycle.

2.1 All research proposals will include a Data Management Plan to be submitted with their grant application.

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<sup>6</sup> Rans, J (2015)

. Presentation given on 22 January 2015.

<sup>7</sup> <http://opendefinition.org/>

<sup>8</sup> Rans, J (2015)

. Presentation given on 22 January 2015.

Adapted from: <http://www.slideshare.net/edinadocumentationofficer/mantra-poster2#>

## 2.2 The

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<b>Revision history</b>	<p>This policy was considered and approved by the Achievement Committee prior to approval by Academic Board at its meeting on 25<sup>th</sup> June 2015.</p> <p>This policy is to be reviewed in June 2018.</p>
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