



INSTITUTIONAL REPOSITORY POLICY

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1.0 Introduction

Africa international University as a Christ centred learning institution, The advancements in technology have really revitalized the way information resources are managed. The internet in place it has enhanced globalization thus facilitating the exchange of knowledge.

1.1 Objective

To support academic programmes of Africa International University by selecting and acquiring relevant information resources of diverse formats within the scope of courses taught.

To organize and disseminate the information resources in support of the school's mission of "Promoting Excellence in African Christian scholarship, leadership, and discipleship"

2.0 Policy statement

2.1 Policy Goals

- To enhance open access to university's intellectual output
- Enhance good practice in management of the University intellectual output.
- Provide a publicity tool and prestige to the university.
- Provide an audit of research activity for the University.
- To avoid duplication of research works.
- Promote Publishing among faculty, students and staff.

2.2 Policy Declaration

The Africa International University is committed to promoting excellence in its academic activities, promoting access of its own intellectual output.

In line with this declaration the University adopts the following policy:

- All students are required to submit a copy of their thesis/ dissertation to Africa International University institutional repository.
- The AIU institutional repository operates as a non-profit, non-commercial, open access
- The content to be deposited shall be vetted to ensure quality of work before submission into the repository.
- Africa International University institutional repository shall be managed the institutional repository administrator under the supervision of the University Librarian with the support of stakeholders.

3.0 Scope

This policy applies to all Africa International university students.

4.0 Intellectual Property rights

The Open Access policy guided by the following

- Copyright Act.
- The Constitution of Kenya 2010.

All depositors will be required to sign the **Africa international University institutional repository depositor's agreement in** order to give permission for their work to be held in the institutional repository, to allow for the distribution of their work.

5.0 IR Eligible Information resources.

The following types of materials shall be accepted into the Repository:

- Theses and dissertations/research projects
- Scholarly Research articles (published peer reviewed and pre-prints)
- Examination past papers
- Conference/workshop Proceedings
- Books, monographs, chapters
- Image collections (paintings, pictures, drawings, illustrations, etc).
- (Audio and audio-visual materials
- Technical reports and working papers
- Inaugural lectures, distinguished lectures, speeches
- Admissions lists
- Graduation lists
- University policies
- Events programs
- Other materials as maybe approved by the Senate and the Vice-Chancellor

6.0 Selection

The information resources to be submitted to the IR will be vetted by subject specialist.

7.0 Withdrawal

Items will be preserved indefinitely. Items may only be removed from the repository due to:

- Indication of copyright violation or plagiarism.
- Falsified research works.
- National Security concern.