

# Open science and research at the Police University College



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# 1 Open science and research at the Police University College in 2022

In 2020, the Police University College (Polamk) [signed the Declaration for Open Science and Research \(Finland\) 2020–2025](#) <sup>1</sup>. The Declaration promotes openness in all activities of the research community. The purpose is to improve the quality of scientific research outputs and the educational resources based on them, and their impact throughout society. By signing the Declaration, organizations strive to promote the national objectives of open science and research, jointly defined by the research community, as part of their strategic and steering work, taking into account the special characteristics of their organization. The organizations support and encourage the day-to-day work of their actors in order to achieve the goals and objectives of the Declaration, and participate actively in cooperation to promote open science and research at the national level.

The Declaration for Open Science and Research includes four sub-policies:

- According to [the policy for open scholarship](#) <sup>2</sup> (pdf), responsible openness is part of daily life in the research community throughout the research process. Research organizations have the evaluation practices, incentives and services needed to support open science and research.
- [The policy for open access to scholarly publications](#) <sup>3</sup> (pdf) means for example that all new scholarly publications are openly accessible immediately. In this case, preparedness for case-by-case consideration is required from organizations.
- According to [the policy for open access to research data and methods](#) <sup>4</sup> (pdf), for example research data and methods are as open as possible and as restricted as necessary.
- [The policy on open education and educational resources](#) <sup>5</sup> (pdf) encourages the fact that the preparation, utilization and co-creation of open educational resources and other open educational practices are part of daily work in higher education and enable continuous learning.

Open science and research have been recognized widely by organizations as a key area requiring further development. Therefore, for example open publication of scholarly publications is undergoing a transition. In line with the objective of the scientific community, scientific journals have increasingly committed to becoming fully open after a transitional period, which will change also the business model of scientific publishing in the next few years, from a model based on subscription fees to a model based on open access publishing services. In practice, this means that the subscription fees for publications, paid by organizations, will gradually be replaced by Open Access (OA) article processing charges (APC).

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<sup>1</sup> <https://avointiede.fi/fi/julistus>

<sup>2</sup> <https://avointiede.fi/en/policies/policies-open-science-and-research-finland/policy-open-scholarship>

<sup>3</sup> <https://avointiede.fi/en/policies/policies-open-science-and-research-finland/policy-open-access-scholarly-publications>

<sup>4</sup> <https://avointiede.fi/en/policies/policies-open-science-and-research-finland/policy-open-research-data-and-methods>

<sup>5</sup> <https://avointiede.fi/en/policies/policies-open-science-and-research-finland/open-education-and-educational-resources>

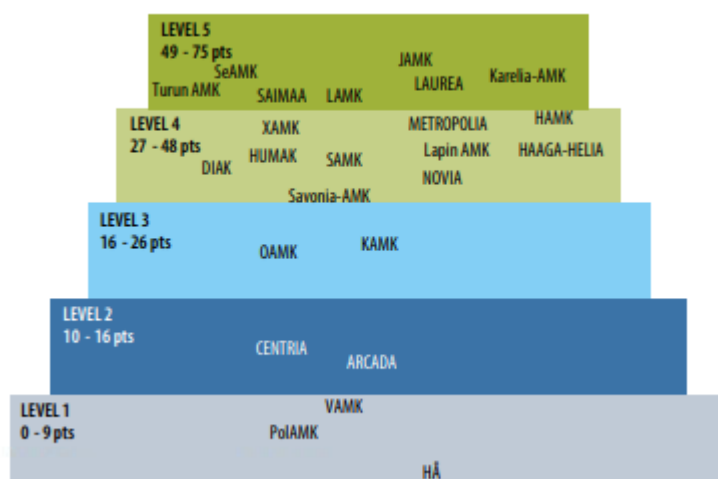
In 2019, the Ministry of Education and Culture published [an evaluation of the openness of Finnish research organizations](#) <sup>6</sup> (in English), assessing progress in the activities of higher education institutions, research institutes, research-funding organizations, Finnish academic and cultural institutes abroad and learned societies and academies in promoting open science and research.

The report identified obstacles, strengths and weaknesses in promoting openness and analyzed aspects that require further development. The evaluation covered four sub-policies:

- Strategic Steering
- Policies and Principles
- Supporting Openness
- Competence Development.

Each sub-policy was assessed from the perspective of several questions. The responses were evaluated using a four-tiered scoring system: 3 points (Excellent), 2 points (Largely good or being developed), 1 point (Somewhat lacking) and 0 points (Lacking / No information available). In the evaluation, Polamk scored 2 points for strategic steering, 4 points for policies and principles, and 0 points for the other aspects. Polamk's total score was thus 6 points, and the placement was at level 1 (Unmanaged).

In addition to Polamk, two other universities of applied sciences were placed at the lowest level of the scale. Seven universities of applied sciences were ranked at the highest level of the scale, level 5. A total of 24 universities of applied sciences participated in the evaluation. Figure 1 indicates the scores of the universities of applied sciences.



**Figure 1. Maturity rankings for the universities of applied sciences in the openness of operational culture in 2019 <sup>7</sup>.**

<sup>6</sup> <https://julkaisut.valtioneuvosto.fi/handle/10024/16196>

<sup>7</sup> (Source: Atlas of open science and research in Finland 2019: Evaluation of openness in the activities of higher education institutions, research institutes, research-funding organizations, Finnish academic and cultural institutes abroad and learned societies and academies. Final report. Page 36.

The characteristics of level 1 were described as follows in the report (page 20):

”No steps have yet been publicly taken towards an open operational culture and the organization lacks guiding principles and policies. Processes have not been clearly defined. Openness is not included in the organization’s strategy. Openness-related activities are not encouraged at organizational level. Indicates a situation in which openness is not consciously managed. At worst, the organization may be an information silo. The term ‘information silo’ denotes informal point solutions. Although systems are in use, data for reports and benchmarks is often manually collated from a variety of information systems and other sources.”

In order to integrate open science and research in Polamk’s activities to the extent possible pursuant to legislation and other instructions, the working group on open science and research was established on 21 March 2022 (POL-2022-21908). The integration of open science and research in Polamk’s activities requires the allocation of sufficient financial and HR resources.

The following objectives were defined for the working group’s operations:

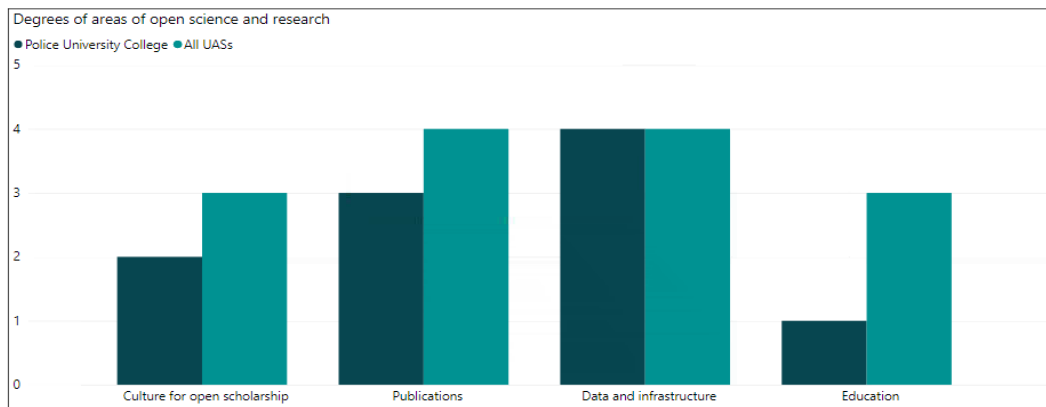
- Assessing the current status of open science and research and identifying the key development targets, considering the four policies of the Declaration for Open Science and Research.
- Separately investigating solutions to enable the uniform saving of project materials and their basic data and, when necessary, making them openly accessible for use either with project partners or more broadly.
- Developing an open science and research operating model suitable for the Police University College and updating it.
- Updating the contents of the Police University College project handbook with regard to the principles and practices of the topic.
- Highlighting training needs to develop staff competence on the topic.
- Preparing educational material on the basics of open science and an operating model for the Police University College for internal training on the topic.
- Preparing statements by the Police University College relating to the topic.

According to the appointment decision, when developing Polamk’s operating model and performing other tasks, the working group shall familiarize itself with the following:

- the best practices of other Finnish higher education institutions
- the sub-policies of the Declaration for Open Science and Research and the recommendations included
- services for higher education institutions for the storage of and open access to research data
- other accessible materials on open science and research and information management.

A follow-up survey on the status of open science and research in organizations was conducted in June 2022 in the form of a self-assessment questionnaire. Some development measures had already been carried out after the 2019 evaluation, and Polamk reached level 2 in the evaluation. Universities of applied sciences had carried out extensive open science and research development measures, as the average ranking achieved by them was at level 5. The open science website also includes a description of organizations’ level of openness regarding

the culture for open scholarship, publications, data and infrastructure, and education. Figure 2 indicates [the points awarded to](#) Polamk.<sup>8</sup>



**Figure 2. Levels of open science and research at polamk according to the 2022 follow-up survey<sup>9</sup>.**

The working group presented a draft of Polamk’s open science and research operating model to the Executive Group in September 2022. Consequently, the model was discussed on several occasions and all staff members were requested to comment on the model. The model will be updated as necessary.

Chapter 2 of this report presents Polamk’s operating model based on the Declaration for Open Science and Research, the related policies and [recommendations](#)<sup>10</sup>, and best practices found (in Finnish)<sup>11</sup>. The operating model studies open operational culture, level of open access to data and methods, open access to publications and open RDI integrated education. Moreover, services that support open science and research are discussed. Each chapter also presents topical development proposals, the implementation of which Polamk should consider in the short or long term.

<sup>8</sup> <https://tiedejatutkimus.fi/fi/results/organization/02557>

<sup>9</sup> Source: <https://tiedejatutkimus.fi/fi/results/organization/02557>. The data in the figure is based on the following sources: Open science and research, Library of Open Educational Resources and Research Information Hub/VIRTA Publication Information Service.

<sup>10</sup> <https://avointiede.fi/en/policies/recommendations-open-science-and-research-finland>

<sup>11</sup> For example the [Avoin TKIO-keittokirja. Reseptejä avoimempaan tutkimukseen ja oppimiseen](#). (pdf) [https://www.theseus.fi/bitstream/handle/10024/507541/Paallysaho\\_Latvanen\\_Uusimaki\\_Avoim\\_TKIO\\_keittokirja.pdf?sequence=1&isAllowed=y](https://www.theseus.fi/bitstream/handle/10024/507541/Paallysaho_Latvanen_Uusimaki_Avoim_TKIO_keittokirja.pdf?sequence=1&isAllowed=y)



## 2 Polamk operating model

### 2.1 Open operating culture

The Police University College's operating model for open science and research outlines the principles for responsible openness in our work community and provides guidelines for everyday work and processes. When implemented, open science and research will improve the quality and effectiveness of Polamk's operations.

We have committed to promoting an open operating culture by signing [the Declaration for Open Science and Research \(Finland\) 2020–2025](#)<sup>1</sup>. Our operations also comply with the principles of [Responsible Conduct of Research \(RCR\)](#)<sup>12</sup>.

[The Quality Policy of the Police University College](#)<sup>13</sup> (pdf) is the key mechanism that steers and develops our operations. The [quality management system of the Police University College](#)<sup>14</sup> that has passed an international audit provides the basis for maintaining and developing the structures and processes required by open operating culture.

Our RDI activities are as open as possible and as protected as necessary. Openness may involve risks that we must be prepared for, for example by promoting critical media literacy. Polamk's open science and research policies are described in [the RDI policies and pedagogic policies of the Police University College](#)<sup>15</sup>. Our everyday activities and cooperation are steered by the Polamk [code of community](#)<sup>16</sup>, prepared jointly by the staff and students. Accordingly, we are committed to act openly and share information with each other.

We implement research, development and innovation activities in projects, of which we compile information on [Polamk's RDI project pages](#)<sup>17</sup>. The pages contain a general description as well as information about the timescale, funding, persons in charge, and project outputs. In addition to ongoing projects, the pages include an archive of previous projects. Reports and theses that are classified and intended for use by the authorities are an exception, because the information in them is not public.

From the very beginning of RDI project planning, and throughout the project's lifecycle, we encourage our staff to consider how the ideas generated in the project, and the results, can be utilized in our organization. We also analyze which outside parties would benefit from these. The impacts of our publicly funded projects improve when the results can be used as extensively as possible. The openness of RDI activities supports this goal.

Because of the nature of its mission relating to internal security and police operations, Polamk differs from other higher education institutions in certain respects. Polamk's mission restricts open access to such educational resources, research datasets and publications that contain

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<sup>12</sup> <https://tenk.fi/en/research-misconduct/responsible-conduct-research-rcr>

<sup>13</sup> <https://polamk.fi/documents/25254699/33938795/Polamks-quality-policy.pdf/054b9964-b65a-d0f3-7e89-452ecc002a78/Polamks-quality-policy.pdf?t=1606223776200>

<sup>14</sup> <https://polamk.fi/en/operational-quality-manual>

<sup>15</sup> <https://polamk.fi/en/strategy-and-quality>

<sup>16</sup> <https://polamk.fi/en/university-college-community>

<sup>17</sup> <https://polamk.fi/en/rdi-projects>

information intended for use by the authorities, or classified information. These include the technical, tactical and operational methods and research datasets of the police that contain sensitive personal data.

In our operations, we comply with best practices in research data management, legislation, the financing terms that apply to our operations, regulations, and Polamk's guidelines and regulations. We ensure the protection of confidential and sensitive information, data security and data protection.

Communication is an integral part of projects, and it is recorded as one of the tasks included in the project plan or a separate communication plan. A separate communication plan is prepared for example when several project partners are involved. In the plan, Polamk project personnel and communication experts define, for example, the key target groups and channels for communication, with regard to the openness and impacts of the project. Communication-related guidelines and needs of financiers and project partners are also taken into account in planning.

The operating models for RDI project preparation, implementation and utilization are recorded in Polamk's project handbook, intended for everyone working in projects at Polamk and other police units. The project handbook is available in the police intranet.

Police University College's Committee of Research Integrity<sup>18</sup> gives statements on the ethical acceptability of research projects in accordance with the guidelines of the [Finnish National Board on Research Integrity TENK](#)<sup>19</sup>. A statement may also be requested from the Committee, if the research subject, research financier or partner so require or if the research results are to be published in a scientific journal that requires an ethical review in advance. More detailed instructions are available in the police staff intranet, including the key principles for the ethical review of research, cases in which an opinion is required on research, and which documents are required for the request for an opinion. In line with the Police University College's general policy, for example the names of working group members are not disclosed on external websites.

A permit is required for the use of police records for research purposes. A research permit<sup>20</sup> is needed when the information request for research purposes is targeted at police officers (interviews and questionnaires), the police's personal data files or secret, confidential or classified documents, such as regulations, orders, documents created in the course of police operations, and other official documents.

In various contexts, we make it known that anyone may propose to Polamk a topic for a thesis, student project, research, development project or training subject to a charge<sup>21</sup>. The needs of partners and the society are the starting point of our operations. We emphasize responsible openness as part of the everyday work in teaching and research, and the professional skills of personnel. Our staff members have received training and instructions on how to evaluate and process any confidential and classified information relating to educational resources, research datasets and publications. The decision on whether educational resources and research

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<sup>18</sup> Further information about working groups at Polamk is available at <https://polamk.fi/en/university-college-community>.

<sup>19</sup> <https://tenk.fi/en>

<sup>20</sup> Further information on how to apply for a research permit is available on the police website: <https://poliisi.fi/en/use-of-data-for-research>.

<sup>21</sup> Further information on submitting project proposals is available on the Polamk website at <https://polamk.fi/en/propose-a-project-theme>.



datasets are openly accessible, or partly or completely confidential, is made on a case-by-case basis.

We are aware of the fact that integration of open science and research practices as part of the everyday work at Polamk is an ongoing process. In order to promote and implement an open operating culture, we utilize the existing structures, processes and organs at Polamk and integrate the principles and practices of responsible openness with them. We complement existing instructions and documents by adding to them elements of open science and research.

We are aware that the preconditions for implementing openness in everyday education and research include staff members' competences, that is, their knowledge, skills and attitudes, and support provided by the organization. Polamk has several evaluation practices, incentives and services in which an open operating culture and elements to strengthen staff members' competences can be included.

#### Open operating culture: Topical development targets

Bring up the principles and practices of openness more intensively in education, curriculum work and thesis guidance in particular.

Pay attention to open science and research at the planning stage of projects. Project plans take a stand on the public storage of research datasets and open access to research results.

Police University College Project Portfolio Management Group is tasked with steering research and development projects as a strategic whole and evaluating and providing feedback on individual project proposals, ideas and plans. The perspective of open science and research is added to the evaluation practices and criteria of the Project Portfolio Management Group. Open science and research are added as one of the assessment criteria on the project evaluation form.

The section on open science and research in the Polamk project handbook will be updated.

Key aspects of an open operating culture will be included in the agenda of RDI projects' kick-off meetings. The implementation of openness and effectiveness is studied as a standard element at the various stages of the project's lifecycle and on various forums, including steering group meetings.

A summary of the basics of open science and research at the Police University College will be prepared for the Polamk website.

## Open operating culture: Topical development targets

For years, Polamk has been using a feedback form for partners, requesting them to provide feedback after the completion of a research and development project at Polamk. A section taking the principles of open science and research into account in line with the type of the projects will be added to the feedback form.

Every year, Polamk personnel conduct individual and group-specific performance and personal appraisal discussions with their supervisors. The principles and criteria of open science are also reviewed in line with the job descriptions.

The basics of research permit practices are explained, for example cases in which the research dataset is specified as confidential in the research permit.

## 2.2 Open access to materials and methods

### 2.2.1 Data management

We are committed to appropriate data management, guided by the European Commission's policy of [FAIR principles](#)<sup>22</sup> (pdf). The acronym FAIR describes ideal data management that defines the objectives for individual research data using the following keywords:

F - FINDABLE

A - ACCESSIBLE

I - INTEROPERABLE

R - RE-USABLE

The FAIR principles can be realized when the resources, such as research datasets, can be identified individually as independent research outputs, they are sufficiently described, registered with a public search service and placed openly accessible at least as regards metadata. Interoperability is improved through the specified form of content description that facilitates readability both for humans and machines and through references to other resources, for example by interlinking of the parts of time series or research datasets created within one project. These measures support open access to data and the reusability of data, and are an integral part of quality management.<sup>23</sup>

<sup>22</sup> <https://data.consilium.europa.eu/doc/document/ST-9526-2016-INIT/en/pdf>

<sup>23</sup> <https://www.fairdata.fi/en/about-fairdata/fair-principles/>

Open science coordination, the Federation of Finnish Learned Societies (2020). The Declaration for Open Science and Research 2020–2025. 2nd edition. Vastuullisen tieteen julkaisusarja 1:2020. Helsinki: The Committee for Public Information (TJNK) and the Federation of Finnish Learned Societies. DOI: <https://doi.org/10.23847/isbn.9789525995213>

Good and responsible data management in line with the FAIR principles requires sufficient infrastructure and support services as well as appreciation of activities. The use of data management services should not place an excessive burden on staff members, for example it should not involve an unreasonable amount of additional work in short projects. There must be a real need for the service, arising for example from the financiers' requirement to publish the reference data of research datasets, or prepare a data management plan in line with certain criteria.

Many types of ready-made technical solutions are available in support of data management, including DMPTuuli, IDA Research Data Storage service and Qvain Research Dataset Description Tool. The use of ready-made tools involves many benefits: The services of CSC – IT Center for Science Ltd. are compatible with each other. Data from the services is automatically transferred for example to the tiedejatutkimus.fi platform used in the evaluation of organizations. Moreover, Polamk is already using several services provided by CSC, including the Haka login and publication data storage service at [tiedejatutkimus.fi](https://tiedejatutkimus.fi) <sup>24</sup>.

### 2.2.2 Research datasets

We recommend providing open access to data accumulated in projects and storage for example in a data archive whenever possible from the viewpoints of research ethics, legislation and agreements. It is not possible to provide open access to the general public to open data intended for use by the authorities or data that contains classified information. A large part of our data include for example sensitive personal data or information of the operational procedures of the police, which means that this data must be processed in accordance with legislation and agreements and cannot necessarily be made openly accessible. However, some of Polamk's research datasets, such as the continuously implemented Police Barometer interview survey, are already openly accessible and available for use by other researchers in the data archive.

[The Police Museum](#) <sup>25</sup> preserves material related to the history of the police in Finland, particularly objects and picture material used by the police in their work. The Police Museum also preserves police archive material not included in the official archive and not preserved by the National Archive.

Since 2019, the Police Museum has been responsible for the collections and exhibitions of the Crime Museum, based on the premises of the National Bureau of Investigation in Vantaa. The collections include instruments of crime, investigation materials, crime scene samples, forensic investigation tools and equipment, and photographs.

The Police Museum's operations are regulated by legislation in force and the internal orders and instructions of the police. Museum activities are particularly influenced by data protection and copyright legislation and the confidentiality and classification rules and regulations that apply to materials of the police. The Police Museum's operations comply with the [ICOM Code of Ethics for Museums of the International Council of Museums](#) <sup>26</sup> (pdf) and [the Ethical Code for the Police](#) <sup>27</sup>.

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<sup>24</sup> <https://research.fi/en/>

<sup>25</sup> <https://poliisimuseo.fi/en/frontpage>

<sup>26</sup> <https://icom.museum/wp-content/uploads/2018/07/ICOM-code-En-web.pdf>

<sup>27</sup> <https://poliisi.fi/en/ethical-code-for-the-police>

Since 2009, the Police Museum has been using the Kivalteri database, accessible only in the Government Security Network (TUVE) due to the nature of the data materials. Browsing rights to this network can only be granted to persons working in the police administration who have passed the official security clearance. The Police Museum aims to obtain full rights of ownership and use to all material arriving to its collections. User rights can be limited based on the conditions imposed by the donor.

The openness of Police Museum exhibitions requires that the selection and display of collections are implemented with particular attention to personal data protection, the confidentiality provisions of materials and the fact that the museum is open for visitors of all ages. As regards the Crime Museum's exhibitions, particular emphasis is placed on personal data protection and taking the confidentiality provisions of materials into account as required. The Police Museum can display its collections even outside its own exhibition premises, on the precondition that the facilities and furnishings are suitable for displaying museum collections.

The Police Museum wishes to promote research activities focusing on its collections. The collections of the Police Museum are available for use by researchers, provided that museum ethics, personal data protection and confidentiality provisions, and the restrictions of use agreed with the donor, are taken into account. As a rule, original picture and archive material is not given out on loan to parties outside the Police Museum. By advance order, material can be researched on Police University College or Police Museum premises, provided that the condition of the material permits this.

The Police Museum lends out objects from its collections internally to the police administration for displaying under the supervision of the museum's professional personnel. The objects can also be lent out to professionally managed memory organizations for use at exhibitions. Firearms and other dangerous use of force instruments cannot go on loan outside the police administration. Lending is always subject to a written agreement. Digital copies of images for use in publications and in various media can be ordered from the Police Museum subject to a fee. For objects given out on loan outside the police administration, a fee will be charged for the working time spent on processing the lending request.

Exhibitions at the Police Museum are open to all. The Crime Museum is open to the police and key stakeholders only. Crime Museum collections can be displayed to the general public as part of the exhibitions at the Police Museum.

#### Open access to materials and methods: Topical development targets

Data management services suitable for Polamk are surveyed in 2023:

- Additional parts of the JUSTUS - Publication Information Reporting Service: Research dataset storage service, Research activity storage service
- Fairdata services: IDA Research Data Storage service, Qvain Research Dataset Description Tool, Etsin Research Dataset Finder, AVAA Open Data Publishing Platform, Fairdata PAS Digital Preservation Service for Research Data, and Metax Metadata Warehouse.

## Open access to materials and methods: Topical development targets

The aforementioned usage possibilities and needs will be discussed with potential users, such as RDI competence area personnel.

The data management process will be described.

We will investigate whether materials collected in RDI projects can be made accessible for use outside Polamk insofar as it is possible from the perspective of research ethics, legislation and agreements (for example the Personnel barometer and Use of force report).

We aim to include Polamk's library collection in the joint [Finna.fi](https://finna.fi/) search service of museums, libraries and archives<sup>28</sup> in 2023, to make the library collection accessible for a wider public than at present. The Finna.fi service can also be linked to the Internal security information service operating via the TUOVI Internal Security Portal.

Preparations began with the National Library of Finland, responsible for the Finna.fi search service, in autumn 2022. Publications from Polamk's own publication series are already included in Finna.

We will investigate whether some of the materials in the Police Museum's collection can be included in a public database, such as the Finna.fi service. Some of the museum's material could be made available for public browsing and research. Transfer from the current Kivalteri database to a public service is not possible due to issues relating to system data security and technical properties.

Preparation of a new database is underway, while it is investigated whether a parallel system can be taken into use in the college network. This would make information transfer to Finna possible.

Preparation of the following project, launched in summer 2022, will continue. Open access to Police Museum materials will increase significantly if it is possible to create a parallel installation or system alongside the new database in the Polamk college network. Police Museum materials can be selected from the database in the Government Security Network (TUVE) for transfer into that system, for publishing and transfer to Finna.

It is recommended that at the planning stage of research projects, attention should already be paid to whether datasets containing confidential information

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<sup>28</sup> <https://finna.fi/>

## Open access to materials and methods: Topical development targets

also include information that can be made publicly available. This would help avoid declaring the material confidential in full unnecessarily.

We must ensure a clear process for declaring theses confidential.

## 2.3 Open access to publications

A publication is openly accessible when anyone can read, copy and share the publication freely online for at least non-commercial use. The publisher may provide open access to the publication either in their own service or allow self-archiving for example in a publication archive. In publishing the results of RDI activities' results, alongside our own publication series, we favor various forums, different formats and channels. We encourage publishing in channels that offer open access. Publications in Polamk's own publication series, and self-archived (green open access) copies are saved in the [Theseus.fi service](#) <sup>29</sup>.

The task of RDI activities at Polamk is to engage in applied research and development work. The aim is to publish the results of applied research also in high-quality peer-reviewed scientific publication series and monographies, which requires being prepared for publishing fees. The funding to cover Open access publishing fees is taken into account in the planning of RDI projects. Funds required for open access publishing have already been taken into account in the budgets of several international externally funded projects. Open access publishing fees can also be covered with funding within the spending limits allocated to RDI activities.

### 2.3.1 Publications published in the Police University College publication series

In our own [Police University College publication series](#) <sup>30</sup>, we publish studies, reviews, reports, and textbooks related to internal security and the police. The publications serve police education, policing and internal security, and their planning, management and development. The manuscripts we publish have not been previously published.

The publications are mainly electronic online publications, accessible free of charge at the Theseus.fi, Finna.fi and tiedejatutkimus.fi services. Projects must focus on open access publishing. Publications intended for use by the authorities only are an exception, and in this case, too, research reports that observe the required limiting factors, are published on the topics of such publications. We have prepared [Instructions for the author of the manuscript](#) <sup>31</sup> (pdf) for authors offering manuscripts to the Police University College publication series. The instructions include information on the type and criteria of various publication series, the formal requirements of the manuscript and the referee procedure of manuscripts.

The Police University College Publications Committee is responsible for the university college's scientific and other publishing activities as part of the research and development activities. The

<sup>29</sup> <https://www.theseus.fi/>

<sup>30</sup> <https://polamk.fi/en/publishing>

<sup>31</sup> <https://polamk.fi/documents/25254699/34112600/Instructions-for-manuscript-author.pdf/d3068f4e-b2b5-8dab-5f16-21d1c0d94049/Instructions-for-manuscript-author.pdf?t=1605252329096>



Committee is responsible for the publishing process of manuscripts published in the Police University College publication series, including evaluating whether manuscripts offered for publishing can be published, obtaining third party experts to evaluate the manuscripts if needed, supervising the quality of published products, and promoting awareness of the publications.

In addition to our own publication series and theses, our staff members and students publish other texts online, including blog posts and scientific and professional articles. Publications by Police University College staff members or their reference data have been openly accessible at the tiedejatutkimus.fi service <sup>24</sup> since 2016. The Police University College website includes a [summary of PolAmk staff publications 2008–2016](#) <sup>32</sup> (pdf). We support the use of open scholarly publications by communicating broadly about the publications in line with the practices and publishing process of Police University College RDI communications.

### 2.3.2 Theses

In accordance with the Police University College Degree Regulation <sup>33</sup>, Police University College theses are submitted to the Theseus database. Pursuant to the Copyright Act, students have the right to decide whether they submit their theses to the open, or restricted repository of Theseus <sup>34</sup>. In the restricted repository, only the reference details of the thesis, including summary, are visible.

If a customer requires access to a thesis in the restricted repository, they must submit an information request to the Police University College. An answer will be sent to the request by email, free of charge.

Internal Polamk customers have access to theses in the restricted repository of Theseus via the terminals in the library. According to the previous Degree Regulation, a thesis could be submitted either to Theseus or to the library as a printed copy. Printed copies of theses are available for borrowing, and a list of them is available in the [Etsivä collection database](#) <sup>35</sup> of the Police University College library.

According to section 10 of the Degree Regulation, Police University College theses are public. However, if the thesis contains confidential information, the relevant appendices or parts will be removed from the thesis before it is submitted. In such cases, the thesis will be archived in full, including the confidential parts, in the police administration's electronic document storage system (ACTA). An information request concerning a confidential thesis can be submitted to the official email address of the Police University College registry.

### 2.3.3 Scientific articles

If necessary, the Police University College library will assist authors in selecting an open access publishing channel for scientific articles. Typically, journals offer two types of open access (OA) for articles: Gold OA, offering immediate access to all, free of charge on the journal's website,

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<sup>32</sup> <https://polamk.fi/en/publishing>

<sup>33</sup> Police University College Degree Regulation (POL-2022-15172) entered into force on 1 August 2022.

<sup>34</sup> The restricted repository of Theseus was taken into use at Polamk on 6 September 2022. At the same time, the National Library of Finland included several universities of open science in the service.

<sup>35</sup> <https://polamk.verkkokirjasto.fi/en/extended-search>

and Green OA, that facilitates self-archiving in the own system<sup>36</sup>. The Gold OA option is often subject to a charge for the author's organization, but there are some journals that offer full open access. The costs of these journals are covered for example by learned societies or higher education institutions. During the transitional period, journals based on subscription mainly provide Gold OA free of charge for subscribers. The Police University College has joined the national FinELib consortium that negotiates agreements with a number of publishers for the transition period.<sup>37</sup> When the corresponding author comes from Polamk, the library will help in checking whether the Gold OA option is possible without a publishing fee, or whether a discount is available.

For the time being, the Police University College has no policy regarding cases in which separate publishing fees are paid, and whether the costs are covered by the RDI project or by funding within the spending limits allocated to RDI activities.<sup>38</sup> RDI projects prepare for open access publishing fees in advance if the financier agrees to including publishing costs in the project budget. It may be justified to pay publishing fees if the journal offers full open access to all readers, or a transitional period agreement has been signed with the journal.

One challenge for the Police University College is that as we are a small higher education institution, our selection of journals is not as broad as that of larger higher education institutions or universities. This means that we are not able to benefit directly from FinELib's all subscriber-based transitional period agreements and we must decide whether we pay publishing fees for journals with a paywall that we do not subscribe to. In practice, the unclear situation may undermine the position of Polamk staff in selecting the corresponding author for joint articles by researchers working in various organizations, because the agreement of the article's corresponding author determines whether the article is exempted from publishing fees or not.

If the gold OA route is not possible, the Police University College library will strive to obtain self-archived publications of the texts published in international or Finnish subscription-based publication series, for free access, after publication or after the time limit required by the publisher, in cooperation with the author and Police University College library. Publishers' permit practices can be checked on their websites and also in the centralized [Sherpa Romeo service](#)<sup>39</sup>. For the time being, the Police University College has no policy regarding cases in which self-archiving should be undertaken. If the publisher only allows self-archiving of the first version submitted, and the manuscript has changed significantly during the peer review process, self-

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<sup>36</sup> The Gold OA concept is not used fully unambiguously in the scientific community. Here, it refers specifically to the publishing procedure, that is, the Gold OA option can be used by publishing in a hybrid journal (= subscription-based journal behind a paywall, charging an author fee as well) or in a journal offering full open access (= a journal offering open access to all articles).

In some cases, Gold OA only refers to journals offering full open access to all readers, unlike Hybrid OA, where the articles are only openly accessible for subscribers and the author pays a separate fee if they wish to provide open access to all. See for example <https://www.emeraldgrouppublishing.com/publish-with-us/publish-open-access/journal> and

<https://seamk.libguides.com/julkaisijanopas/avoimenjulkaisemisentavat>

<sup>37</sup> <https://finelib.fi/kohti-avoimuutta-transformatiivisilla-sopimuksilla/> and <https://finelib.fi/neuvottelut/tavoitteet/>

<sup>38</sup> Publishing fees are taken into account in the annual budget of RDI activities from the beginning of 2023.

<sup>39</sup> <https://v2.sherpa.ac.uk/romeo/>

archiving is no longer meaningful. Polamk will not apply self-archiving to publications that are openly accessible for example through the publisher <sup>40</sup>.

Open publishing channels can be searched in [DOAJ](#) <sup>41</sup> (Directory of Open Access Journals) and Publication Forum's JUFO portal. The classification of publication channels should be checked at the JUFO portal, because as open publishing becomes more common, predatory publishers, also known as vanity publishers, that trick researchers to publishing with them, have appeared on the market, and these publishers do not meet the criteria of scientific publishing. Particularly invitations to authors, received directly by email from unknown publishing channels, and promises of a quick OA publishing process should be treated with caution, as these are highly likely to be fraudulent and the publisher's only intent is to make money from publishing fees.

#### Open access to publications: Topical development targets

Articles published in the Police University College publication series undergo a review during the publishing process, managed by the Publishing Committee. The Committee ascertains the implementation of open science perspective in the publishing processes and guidelines as well as in publishing contracts and author-publisher agreements.

Polamk will outline a policy for general principles of funding for open access publishing and self-archiving.

The suitability of IDA Research Data Storage service to the needs of Polamk will be analyzed. In many cases, it is possible to make the description data of publications openly accessible if ethical, legal or other transparent and justified restrictions prevent open access to materials or methods.

An openly accessible version of Polamk project handbook will be edited for the Police University College website to enable better provision of information for example to project financiers.

The Police University College library has drafted guidelines for open access publishing of scientific articles. The guidelines will be finalized and published on the internal website.

## 2.4 Open RDI integrated education

RDI integrated education refers to the entity of research, development, innovation activities and education. At the Police University College, learning and teaching take place in close

<sup>40</sup> We cooperate with open access journals and we are a member in the committee of the following publications: Nordic Journal of Studies in Policing, Research & Science Bulletin (Cepol) and Proceedings (Sisekaitseakadeemia, from 1 January 2023).

<sup>41</sup> <https://v2.sherpa.ac.uk/romeo/>

cooperation with working life, and the aim is to describe the phenomena of the operating environment and solve practical problems through RDI activities and open education. Our students implement small-scale projects relating to the development of working life, that can be converted into credits to form part of the student's degree. However, it must be noted that the development of police operations cannot be transparent and public in all cases.

The aim of theses, too, is to develop and innovate so that the results could be widely utilized in working life, and repeatable. Our aim with openness is to achieve more transparency for research results and higher social impacts. By open RDI integrated education, we facilitate the transfer of competence and knowledge we produce for everyone to see and utilize, should they so wish. Co-creation together with working life and stakeholders enhances the quality and reliability of our work and increases social impacts.

At Polamk, we publish the results of RDI projects and theses mainly with open access and spread them actively to higher education institutions, working life and on a broader scale to society, for example through seminars, publications and educational events. Moreover, we prepare training packages for example to meet the needs of criminal investigation. Our theses are mainly fully public and available at the Theseus service.

At the Police University College, RDI integrated education is possible for example in externally funded projects, assignments from working life and theses. In many projects, we prepare training packages relating to the themes of policing, including the prevention and investigation of cybercrime or domestic violence. Learning and professional growth are based on combining theory with practice through real-life phenomena and problems of working life, while promoting both regional and societal impacts. We also support cross-institutional studies between higher education institutions.

**Open RDI integrated education: Topical development targets**

The principles and practices of open access are more intensively brought up in teaching work and thesis guidance.

The possibilities of persons outside the teaching staff to participate more in practical teaching, and participation of teaching staff and students in project and publishing activities, are investigated. This will, for example, increase knowledge of topical research.

Teaching will be made available more openly for students outside Polamk through the new, more open online learning environment.

The extent to which teaching materials could be made openly accessible outside Polamk will be studied.

## 2.5 Support to open access (services)

Päällysaho, Latvanen & Uusimäki (2021, in Finnish) <sup>42</sup> have compiled 26 best practices for promoting an open operating culture at universities of applied science. These best practices are tried-and-tested measures already in use, applicable at other universities of applied science as well. Polamk's operating model is based on these best practices, the Declaration for Open Science and Research (Finland) 2020–2025 and sub-policies. The open science and research operating model is continuously updated and thus tried-and-tested best practices from other organizations are assessed, and if possible, introduced as part of our operations, gradually and in the long term.

Polamk offers open science and research services. Our website contains [a section on ethics and open science](#) <sup>43</sup> and an email address for requesting further information and sending questions on the topic. Statutory accessibility criteria are taken into account in the services. Members of Polamk's working group on open science and research provide services to police personnel and students on matters relating to the theme. Introduction of the group, with contact details, is available in the police intranet.

Support is also available for providing open access to publications. The Police University College Publications Committee provides guidance on topics relating to the copyright of publications, communication of publications, self-archiving (DOI/URN codes), the selection of open access publishing channels, and online publication platforms. The Publications Committee also issues ISSN and/or ISBN identifiers to manuscripts published in the publication series, in line with the publishing process.

We seek to ensure equal access to services that support open science and research. Legal services, library services and research permit services are also available in Swedish. In addition, the instructions for manuscript authors, the Police University College website, operational quality manual and instructions for students are available in Finnish and Swedish. All services are available for research, teaching and RDI staff, regardless of the stage of their career or position.

### Support to open access: Topical development targets

We will analyze whether there are any aspects in the services or their provision that hinder the integration of open science and research practices in Polamk's daily operations.

We will continue analyzing the best practices of other organizations and pick good procedures for Polamk's open science and research operating model.

<sup>42</sup> Päällysaho, Latvanen & Uusimäki (2021). Avoin TKIO-keittokirja. Reseptejä avoimempaan tutkimukseen ja oppimiseen ([https://www.theseus.fi/bitstream/handle/10024/507541/Paallysaho\\_Latvanen\\_Uusimaki\\_Avoin\\_TKIO\\_keittokirja.pdf?sequence=1&isAllowed=y](https://www.theseus.fi/bitstream/handle/10024/507541/Paallysaho_Latvanen_Uusimaki_Avoin_TKIO_keittokirja.pdf?sequence=1&isAllowed=y))

<sup>43</sup> <https://polamk.fi/en/ethics-and-open-science>

## Support to open access: Topical development targets

We will ensure that sufficient resources, adapted to the operations of a small research organization, are allocated to the development of open science and research at Polamk.