Frequently Asked Questions

1. **Do Research Data include data generated by any non-University party?**

   Research Data do not include any results generated by any non-University party, unless and to the extent such results have been: 1) modified by a University Researchers within the course and scope of their assigned or assumed role while employed by the University; 2) generated using University Research Facilities; 3) transferred to the University by contract, grant or law; or 4) generated using funds provided by or received through the University.

   University Research Facilities means University research premises or resources dedicated to research that (a) is provided by University for performing research, and (b) is more than only general campus facilities (e.g., libraries, meeting room) and ordinary business office facilities such as office work premises, telephone, or Internet access. However, situation in which individuals use an approved recharge facility/equipment on behalf of an external party who is/are paying an approved external user fee is outside the scope of the Policy. Please see FAQ #2 below for further information.

2. **How does this Policy affect the work of University Research Facilities, such as Core Research Facilities, that provide services to those outside of the University?**

   Research Data created by or at the direction of University Researchers or Principal Investigators during the course of University Research remain the property of the Regents of the University of California, unless specifically agreed otherwise by the University under sponsorship or other related agreements. Research Data generated by or at the direction of non-University parties using University Research Facilities performing fee-for-service work or under specific University agreements fall outside the scope of this Policy.

3. **Do Research Data include administrative records related to a research project?**

   Research Data do not include administrative records incidental to award administration such as financial records, contract and grant records, or records related to institutional reviews and approvals, such as IACUC or IRB review. While such administrative records generated by University researchers are not included in the definition of Research Data under this Policy, as records, they are the property of the University and may be subject to terms and conditions of individual sponsored projects, federal and state regulations, other University policies and University retention and disposition requirements. Information on retention requirements related to research administrative records can be found [here](#).

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4. **Under this Policy, do Research Data include data generated in the performance of a clinical trial or clinical research study including UC Health systems hospitals and outpatient clinics?**

   Clinical trial data generated by Researchers using University-administered research funding for clinical studies, regardless of where the information or material was generated (e.g., hospital or clinic), are considered Research Data under this Policy. Administrative documents, regardless of funding, such as patient source documents and medical records created in the course of clinical care are the property of the University along with other types of administrative records (see FAQ # 3 above) although they are not considered Research Data.

5. **Do Research Data include scholarly works?**

   Research Data do not include scholarly works. Scholarly works has the same meaning as "Scholarly & Aesthetic Works" under the University of California's [Copyright Ownership Policy](#). While the University of California Research Data Policy applies to all Research Data created during the course of University Research, unless specifically agreed otherwise by the University under sponsorship or other related agreements, it should not impede Researchers' ability to create scholarly works. This Policy also does not change current copyright and patent policies, which also apply to research.

6. **Are Research Data stored on personal devices property of The Regents of the University of California?**

   Research Data are the property of The Regents of the University of California regardless of the medium or where the Research Data is collected or stored. This includes Research Data that is collected or stored on personal devices. Note, however, that each campus may have its own policies on the use of personal devices.

7. **Does the transfer of Research Data to another institution allow for the continued use of University equipment or software programs?**
   Permission to transfer Research Data after separation by the Principal Investigator or any other Researcher does not imply a right to transfer or continue to use equipment or software programs used in connection with the research project. Permission to transfer or to continue to use equipment or software programs must be separately obtained from the applicable school, department, or center, and must be documented in accordance with campus requirements before any equipment or software programs may continue to be used or may be transferred.

8. **Where can Researchers go to get help with managing and publishing Research Data?**
   UC campus and systemwide groups, including UC libraries, Research IT, and others provide extensive services and advice regarding data management, data

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publication, and data curation. Across the UC, there are unique offerings designed to meet the local needs of different research communities. Campus-specific and systemwide resources are available to help researchers manage Research Data effectively and meet the standards of funding organizations and the University.

These resources include:
- UC Berkeley
  - [Berkeley Research Data Portal](#)
  - [Berkeley Research IT Research Data Management Program](#)
  - [Berkeley Library Data Services Program](#)

- UC Davis
  - [UC Davis Library Research Data Services](#)
  - [UC Davis Library Data Management, Publishing, and Preservation](#)
  - [UC Davis Health Research Data Management](#)

- UC Irvine
  - [UCI Libraries Digital Scholarship Services](#)
  - [UCI Libraries What We Do](#)

- UCLA
  - [UCLA Library Data Management and Curation Services](#)
  - [UCLA Office of Research Administration Resources for Researchers](#)

- UC Merced
  - [UC Merced Library Research Data Curation](#)

- UC San Diego
  - [UCSD Library Research Data Curation](#)

- UC San Francisco
  - [UCSF Library Data Management](#)
  - [UCSF Data Resources](#)
  - [UCSF Data Resources: DMPTool](#)
  - [UCSF Data Resources: Data Management](#)
  - [UCSF Data Resources: Data Management Consultation](#)
  - [UCSF Data Resources: Systems Services](#)
  - [UCSF Data Resources: Information Commons](#)
  - [UCSF Data Resources: Library Data Science Initiative](#)
  - [UCSF Data Resources: NLP@UCSF](#)
  - [UCSF Data Resources: Research Analysis Environment](#)
  - [UCSF Data Resources: Research Electronic Data Capture (REDCap)](#)
  - [UCSF Data Resources: San Francisco Coordinating Center](#)

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- UC Santa Barbara
    - [UCSB Library Research Data Services](#)

- UC Santa Cruz
    - [UCSC Library Research Data Management](#)

- California Digital Library:
    - All UC researchers have access to the [DMPTool](#), which provides a wizard for creating an optimal data management plan that complies with funder requirements. The application also has direct links to funder policies, help text for answering questions, and resources for best practices surrounding research data management.
    - [Support Your Data](#) provides a framework for research data management best practices across a research project's lifecycle so to ensure optimal reuse of that data.
    - The University of California has a partnership with the multidisciplinary repository, [Dryad](#), and all UC researchers may submit Research Data to be published, made publicly available, and archived at no cost.

9. **Does posting Research Data to a repository comply with the policy to retain data?**
Repositories are a great option for depositing data that may be made publicly available (or with restrictions). They also ensure long-term archiving and access to Research Data. Cloud-based services like Google Drive, Dropbox, Box, and AWS are not considered repositories and do not meet the requirements for long-term secure preservation of data.

Data that can be made publicly available should be submitted to an open data repository. If your field has standards around where data are held (e.g., NCBI repositories like Genbank), deposit your data in accordance with field best practices. If your field does not have standards around where data may be stored, use generalist data repositories. The University of California has a partnership with the generalist repository, Dryad, and all researchers may submit data to be publicly available and archived here at no cost. All UC datasets submitted to Dryad are also afforded long-term preservation in Merritt (UC's preservation repository). If Research Data have ethical and legal considerations, consult with your local IRB, IT security office, department, or other local offices on where the data may be held in a secure location.

10. **How long should Research Data be preserved?**
Recommended and required retention periods differ across disciplines, data types, funding agencies, applicable laws and regulations, and publishers. Researchers are encouraged to consult with a data librarian at their campus as well as other local and

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systemwide resources to determine if a recommended time period exists for Research Data.

11. **Under what license should researchers share Research Data?**
Research Data without ethical or legal restrictions may be made openly available under a CC0 license waiver. Refer to UC Office of Scholarly Communication's blog post for a detailed review of licensing options for data.