

**Rajagiri Business School**

**Research and Publications Policy**

**Revised Version, 2021**



## TABLE OF CONTENTS

I.	Introduction.....	1
II.	Monetary Incentives.....	1
III.	Research Points.....	2
IV.	Conferences.....	3
V.	Working Papers.....	3
VI.	Cases / Books.....	4
VII.	Organising Conferences.....	4
VIII.	Teacher Fellowship for Pursuing PhD.....	4
IX.	Consultancy Projects.....	4
X.	Annexures .....	5-20
	a. Annexure 1 : Request for Attending Conference/Seminar/FDP	
	b. Annexure 2 : List of International / National Conferences In India & Overseas	
	c. Annexure 3 : Format For Approval of Working Papers	
	d. Annexure 4 : List of National Book Publishers	
	e. Annexure 5 : Format for Approval of Conduct of Conference / FDP	
	f. Annexure 6 : Guidelines for the Grant of Teacher Fellowships for Pursuing PhD	

## I. INTRODUCTION

RBS management expects its members of faculty to engage in high quality research and publish in indexed and highly rated journals. A research policy has been formulated to include all research and related policies. This research policy gives guidelines on types of good quality journals, conferences, the support extended for doing research and the incentive scheme for publishing. The purpose of this policy is to motivate the faculty members of the college to do good quality research and help the college to meet the standards specified by the accrediting agencies. General guidelines are:

1. The faculty members are required to obtain 50 research points annually
2. The extra points earned by a faculty in a year can be carried over to the next year
3. The faculty members failing to achieve the required 50 research points in a year will be notified during the first year and would be asked to achieve 100 research points in the second year. The faculty members failing to achieve the 100 research points in the second year will lose 2 years of their service to be considered for next promotion.
4. Promotion of faculty members will be as per Rajagiri Career Advancement Scheme.
5. Calendar year (1st Jan to 31st Dec) will be used for the calculation of research points.

## II. MONETARY INCENTIVES

6. The faculty members who publish peer reviewed articles in high ranking journals will be given monetary incentives.
7. Monetary incentives will be calculated based on the impact factor of science/social sciences/arts & humanities journal, as reported in the Journal Citation Report (JCR) of Clarivate Analytics
8. Impact Factor as per JCR Website at the time of valid publication will be considered for determining the incentive amount
9. The monetary incentives for publication will be shared equally in the case of multiple authors. The authors within the institution will be eligible for the monetary incentives.
10. In case the journal is listed in multiple databases, then the highest rank will be considered for calculation of monetary incentives.

Sl.No.	Category	Incentives
1.	One publication in FT 50	7.5 Lakhs
2.	One publication in ABDC A*	5 Lakhs
	One publication in Scopus Q1	4 lakhs
3.	One publication in ABDC A/ Scopus Q2	3.75 Lakhs
4.	One publication in ABDC B /Scopus Q3	2 Lakhs

5.	One publication in ABDC C / Scopus Q4/WoS	50 Thousand
6.	One case in HBR	2 Lakhs
7.	One case in Ivey	1 Lakh
8.	One case in Emerald/Sage	50 Thousand

11. The faculty member needs to submit the proof of ranking/indexing to the research committee to support his claim for monetary incentive. The monetary incentive will be decided by the management on a case to case basis.

12. The workload of a faculty member during an academic year is limited to 6 papers/EPUs. A faculty need to teach atleast one subject during an academic year.

### III. RESEARCH POINTS

#### (a) Research points for Academic Engagement

Sl. No.	ITEM	POINTS
1.	FT 50	100
2.	Scopus Q1/ABDC A*	80
3.	Scopus Q2/ABDC A	60
4.	Scopus Q3 /ABDC B	50
5.	Scopus Q4/ABDC C/ WoS	40
6.	UGC Care List journals or those appear in AACSB Business Education Research Journal Rankings, but not covered under Sl.No 1-5	30
7.	Other Peer reviewed journal article publications	15
8.	Case (HBS)	40
9.	Case (Ivey)	30
10.	Cases (Emerging markets case study Emerald/ Sage)	20
11.	Cases (Asian case Research, Darden Business Publishing, NUS case studies)	15
12.	Cases published in Case Journals / Case uploaded in ECCH/ET cases/Case centre/ Cases presented in national/international case conferences	10
13.	Peer reviewed Conference Proceedings of Full Papers in International conferences approved by Rajagiri	20
14.	Peer reviewed Conference Proceedings of Full Papers in National Conferences approved by Rajairi	10

15.	Working Paper	10
16.	Text Book / Book – Published(International)	50
17.	Text Book / Book – Published(National)	40
18.	Editor of a Professional Book (Editor of an academic book)	20
19.	Member of editorial Board for journals listed in incentives	20
20.	Teaching Case	20
21.	Chapter in an edited book	20
22.	Paper presented in International Conferences	20
23.	Paper presented in International/ National Conferences/ FDP Attended	10
24.	Other Teaching materials( Registered Games, Registered Technical notes etc)	10
25.	Review of a paper for a journal	10
26.	Organising an International / National Conference/ FDP	20
27.	Principal Investigator or co-principal investigator of a research grant from external agencies with an award of above Rs. 1,000,000	80
28.	Principal Investigator or co-principal investigator of a research grant from external agencies with an award of Rs. 500,000 - Rs. 1,000,000	40
29.	Principal Investigator or co-principal investigator of a research grant from external agencies with an award of Rs 100,000 - Rs 500,000)	20
30.	Obtained a patent	50
31.	Publicly available research working papers or book reviews	10
32.	Paper published in non-peer reviewed journal	10
33.	Development of published instructional materials, online courses, or instructional software	10
34.	Papers presented in academic or professional meetings	10

35.	Significant discipline-based presentation to national or regional audience of business, academics or practitioners	10
36.	Presentation to an academic group (FDP)	10
37.	Chair/co-chair or track chair of a major conference	10
38.	Other presentation - e.g. as panellist, discussant at a scholarly meeting	10
39.	Relevant, active editorship/service on editorial board or committees with peer reviewed academic journals or other business publications	20
40.	External examiner of PhD thesis or PhD dissertation chair	20
41.	Appointment as a visiting professor or scholar at other business schools	30
42.	Attendance at academic conferences, seminars, or other events providing discipline-related professional development	10
43.	Participation in three or more RBS or RCSS research and/or teaching seminars annually	10
44.	Delivery of short presentation on a topic related to one's discipline to an academic or professional group	10

***(b) Research Points for Professional Engagement***

<b>Sl. No</b>	<b>Item</b>	<b>Points</b>
1.	Faculty internship with an organisation, one semester or more in duration	60
2.	Owning and/or operating a profitable or successful business (each year)	60
3.	Consulting activity	10-60
4.	Sustained professional work supporting qualified status (e.g., management consulting practice, accounting practice)	60
5.	Obtaining new professional certification or licensure (e.g., CA, CFA, SAP, ICWA, ACCA, CPA,IRM)	60

6.	Certification and credentialing relevant to faculty member's area of teaching or professional role, requiring completion of multiple training sessions, demonstration of competence, passing of exam, etc.	30
7.	Invitation to serve as experts on policy formulation by government or its agencies	30
8.	Obtained a Patent	50
9.	Articles in nationally recognised professional/practitioner journal	30
10.	Articles in other professional or trade journals	20
11.	Articles in trade magazine	20
12.	Publication of a Professional or a trade book	30
13.	Chapters in professional or trade books - per chapter (max of 4 chapters in single book)	10
14.	Column in business publication (newsletter, newspaper, weekly business journal magazine)	10
15.	Field research culminating in a comprehensive, published analysis	30
16.	Case Published in HBS	50
17.	Case Published in Ivey	40
18.	Case published in Emerging markets case study Emerald/ Sage	25
19.	Cases published in Case Journals / Case uploaded in ECCH/ET cases/Case centre/ Asian case Research, Darden Business Publishing, NUS case studies	15
20.	Cases presented in national/international case conferences	10
21.	Leadership role in a professional or academic association/organisation focused on business, management or related issues	30
22.	Leadership or significant participation in professional associations or organisations/events	20
23.	Significant administrative position in the school or college	20
24.	Service as a member of a board of directors of a company, small business or board of trustees of non-profit organisations	20
25.	Editorship/ service on editorial board or committee of a professional/ business/trade journal or other publication	20
26.	Development and presentation of multiple-session executive-level education program	60
27.	Development and delivery of a series of seminars, workshops, or symposia with business executives (at least 18 number or days in 5 years )	60
28.	Development of a new course or new degree programme	30
29.	Delivery of courses leading to a professional certification	20
30.	Design and delivery of presentation or training session on a topic relevant to faculty member's discipline to business, trade groups, government, or non-profit groups.	10
31.	Delivery of non-credit seminar on a topic related to student professional development	10
32.	Design and delivery of presentation or training session to an academic group	10
33.	Invited speaker or panellist at a meeting of an academic or professional organisation	10
34.	Panellist or Discussant at an academic or professional associations meeting	10

35.	Regular and ongoing contributions to a practice-oriented blog, or sequence of reports that attract a regional subscription base or regional industry distribution	20
36.	Creation of online multi-media program, webinar, etc., relevant to one's discipline	10
37.	TV or radio interview relevant to one's discipline	10
38.	Participation in professional events that focus on the practice of business, management and related issues	20
39.	Attendance at professional conference or seminar (maximum 2 points)	10

13. The research points for publication will be shared equally among the authors in the case of multiple authors. If there are "n" number of co-authors with RCSS affiliation, equal research points will be given to all the co-authors with RCSS affiliation.
14. The faculty members are required to ensure that the research journals for publishing or review are not predatory in nature. The U.G.C approved list of journals can also be used for publication of research papers. Only peer reviewed journal publications are considered for monetary incentive. Bealls list of predatory journals will be considered to decide whether a journal is predatory or not. The journals of publishers included in the Bealls list of predatory journals can be considered for monetary incentive, provided the journals are not specifically listed in the Bealls list.
15. Publications such as editorial, opinion, short communications, notes, practitioner papers or any other non-peer reviewed category publications will not be considered for monetary incentive, even if the publication is in high ranking journals.
16. In case the faculty has claimed research points for a working paper and the working paper is published at a later date then the points obtained for the working paper will be deducted from the points obtained for the publication.
17. Work in progress of Text Book / Book will get the following research points according to the stages completed
  - a. Stage 1 – Contract Signed with the Book Publisher – 25(International) – 20(National)
  - b. Stage 2 – Manuscript Sent - 15(International) – 10(National)
18. In case the faculty has claimed research points for work in progress of Text Book / Book and the Text Book / Book is published at a later date then the points obtained for the work in progress will be deducted from the points obtained for the publication.
19. The faculty member needs to produce the proof of publication to support his claim for research points.

#### **IV. CONFERENCES**

20. Faculty can participate annually in two international / national conferences where he/she is presenting a research paper.
21. Faculty need to obtain U.G.C / AICTE funding for attending a conference abroad.
22. Faculty attending an International / National conference / FDP need to apply to the research committee using the conference approval form. (Annexure – 1)
23. A list of Rajagiri approved International & National conferences by area is also enclosed (Annexure - 2). This is not exhaustive and if credible ratings of conferences are available they can be used to decide the authenticity of the conference.

#### **V. WORKING PAPERS**



24. Working papers can be any of the following:
  - a. Full publishable paper in a refereed journal of repute.
  - b. Research in progress with the following sections completed:
    - i. Introduction ii) Review of literature iii) Hypothesis framed iv) Methodology
    - v) Questionnaire (if any)
25. Working papers should be written as per the guidelines of the journal in which the faculty is planning to publish.
26. The Research Committee will review all draft working papers submitted and make recommendations for their acceptance as working papers. The faculty need to apply for approval of working paper using the working paper approval form (Annexure – 3)
27. Before submitting the paper to the Research Committee, the faculty have the option of presenting the draft in a research seminar called for discussion of the paper. The power point slides need to be circulated among faculty members before presenting in the faculty council. The comments and suggestions received by the faculty in this seminar may be appropriately incorporated before submitting the paper to the publication division.

#### **VI. CASES / BOOKS**

28. The Rajagiri approved list of Book publishers & Case Clearing houses are given in the annexure to this policy. (Annexure – 4)

#### **VII. ORGANISING CONFERENCES**

29. The faculty members planning to organise International/National/ FDP need to apply to the research committee using the conference approval form (Annexure – 5)

#### **VIII. TEACHER FELLOWSHIP FOR PURSUING PhD**

30. The faculty members intending to pursue PhD are eligible for teacher fellowship and will be required to follow the guidelines for grant of teacher fellowship (Annexure – 6)

#### **IX. CONSULTANCY PROJECTS**

31. Suitable incentive will be granted to the person who takes the consultancy project from an industry/research organisation if the income from the project exceeds Rs. 2.5 lakh per year.
32. Concerned faculty should fill the revenue sharing format and get it approved by the Director (Rajagiri College of Social Sciences). The expense incurred (travel, food etc.) can be deducted from the revenue before 60:40 split

#### **X. ANNEXURES**



## ANNEXURE 2

### LIST OF INTERNATIONAL / NATIONAL CONFERENCES IN INDIA & OVERSEAS A. ECONOMICS & BUSINESS POLICY

National/ International Conferences (conducted in India)			
Sl.No	Conference Title	Organising Body/Institute	Web Link
1	Annual Conference on Economic Growth and Development <b>(National)</b>	The Economic Planning Unit, Indian Statistical Institute (ISI), Delhi	<a href="http://www.isid.ac.in/">http://www.isid.ac.in/</a>
2	Annual Conference on Macroeconomics and Finance <b>(National)</b>	Indira Gandhi Institute of Development Research (IGIDR), Mumbai	<a href="http://www.igidr.ac.in/">http://www.igidr.ac.in/</a>
3	Annual Conference <b>(National)</b>	The Indian Econometrics Society	<a href="http://www.tiesindia.net/">http://www.tiesindia.net/</a>
4	Annual Conference <b>(International)</b>	Forum for Global knowledge Sharing (FGKS)	<a href="http://fgks.in/">http://fgks.in/</a>
5	International Conference on Public Finance and Public Policy <b>(International)</b>	Centre for Studies in Social Sciences (CSSSC), Calcutta	<a href="http://www.cssscal.org/">http://www.cssscal.org/</a>
6	Annual General Conference On Contemporary Issues in Development Economics <b>(International)</b>	Department of Economics, Jadavpur University	<a href="http://www.jaduniv.edu.in/view_department.php?deptid=66">http://www.jaduniv.edu.in/view_department.php?deptid=66</a>

7	Annual conference on Empirical Issues in International Trade and Finance (EIITF) <b>(National)</b>	Indian Institute of Foreign Trade (IIFT), Kolkata	<a href="http://tedu.iift.ac.in/iift/index.php">http://tedu.iift.ac.in/iift/index.php</a>
8	Annual Conference <b>(National)</b>	Indian Society of Labour Economics (ISLE)	<a href="http://www.isleijle.org/">http://www.isleijle.org/</a>
9	Annual Neemrana Conference <b>(National)</b>	Indian Council for Research on International Economic Relations (ICRIER)	<a href="http://icrier.org/">http://icrier.org/</a>
10	Annual Conference <b>(National)</b>	Indian Society of Agricultural Economics	<a href="http://www.isaeindia.org/">http://www.isaeindia.org/</a>

**DETAILS OF SELECTED NATIONAL AND INTERNATIONAL CONFERENCES IN  
ECONOMICS & BUSINESS POLICY**

<b>International (conferences held in foreign countries)</b>			
<b>Sl.No</b>	<b>Conference Title</b>	<b>Organising Body/Institute</b>	<b>Web Link</b>
1.	Annual Conference	Globelics Academy	<a href="http://www.globelicsacademy.net/">http://www.globelicsacademy.net/</a>
2	Annual Conference of the Royal Economic Society	Royal Economic Society, Bristol (UK)	<a href="http://www.res.org.uk/view/index.html">http://www.res.org.uk/view/index.html</a>
3	Annual Conference of Economic Forum of Entrepreneurship & International Business	Economics & ECO-Engineering Associate, Canada	<a href="http://www.cehaes.com/">http://www.cehaes.com/</a>
4	The Qualitative and Quantitative Economics Research Conference	Global Science & Technology Forum (GSTF)	<a href="http://globalstf.org/">http://globalstf.org/</a>
5	The International Conference on Applied Business and Economics (ICABE)	ICABE	<a href="http://www.icabe.gr/">http://www.icabe.gr/</a>
6	Conference on Global Labor Markets	International Monetary Fund	<a href="https://www.imf.org/external/np/seminars/eng/2016/GlobalLaborMarkets/index.htm">https://www.imf.org/external/np/seminars/eng/2016/GlobalLaborMarkets/index.htm</a>
7	American Economic Association Annual Meeting	American Economic Association, Philadelphia (US)	<a href="https://www.aeaweb.org/conference/future-annual-meetings">https://www.aeaweb.org/conference/future-annual-meetings</a>
8	Annual Conference	International Association for Energy Economics	<a href="http://iaee2017.sg/">http://iaee2017.sg/</a>
9	Annual Conference	European Trade Study Group (ETSG)	<a href="http://www.etsg.org/">http://www.etsg.org/</a>
10	Annual Symposium of the Society for Nonlinear Dynamics and Econometrics	Society for Nonlinear Dynamics and Econometrics (SNDE)	<a href="http://www.sndeecon.org/conferences/conference.html">http://www.sndeecon.org/conferences/conference.html</a>
11	International Association of Applied Econometrics Conference	International Association for Applied Econometrics (IAAE)	<a href="http://appliedeconometrics.org/">http://appliedeconometrics.org/</a>
12	International Health Economics Association Congress	International Health Economics Association (IHEA)	<a href="https://www.healtheconomics.org/">https://www.healtheconomics.org/</a>
13	International Conference on Social Science, Literature, Economic and Education	Ontario College for Research and Development	<a href="http://www.ocrd-ontario.org/san-francisco">http://www.ocrd-ontario.org/san-francisco</a>
14	Annual Conference	International Trade and Finance Association (IT&FA)	<a href="http://www.itfaconference.org/">http://www.itfaconference.org/</a>
15	Annual Conference on Global Economic Analysis	Center for Global Trade Analysis, Purdue University	<a href="https://www.gtap.agecon.purdue.edu/events/conferences/2017/default.asp">https://www.gtap.agecon.purdue.edu/events/conferences/2017/default.asp</a>

## **B. FINANCE INTERNATIONAL CONFERENCES (FOREIGN COUNTRIES)**

1. International Conference on Applied Financial Economics;  
<http://www.ineag.gr/AFE/index.php>
2. World Finance Conference; <http://www.world-finance-conference.com>  
International Finance Conference; <http://ifc7.sciencesconf.org/>
3. Financial Management Association conferences; <http://www.fma.org/>
4. Annual Conference on Financial Economics and Accounting;  
<http://www.afajof.org/view/events.html?page=5>
5. Enterprise Risk Management Symposium- [www.ermsymposium.org/](http://www.ermsymposium.org/)
6. International Conference organised by International Finance and Banking Society;  
[www.ifabsconference.com/](http://www.ifabsconference.com/)
7. International Risk Management Conference organised by The Risk, Banking and Finance Society; [www.the-risk-society.org/](http://www.the-risk-society.org/)
8. Australasian Finance and Banking Conference (AFB Conference), Australia
9. <https://www.business.unsw.edu.au/about/schools/banking-finance/seminars-conferences/australasian-finance-banking-conference>
10. International Conference on Recent Advancements in Interdisciplinary Research (ICRAIR), <http://icair.com>.
11. EBES (Eurasia Business and Economics Society) Conference; <http://www.ebesweb.org/>

## **C. MARKETING INTERNATIONAL CONFERENCES (FOREIGN COUNTRIES)**

1. European Marketing Academy (EMAC) organises an Annual Conference that is hosted by major universities or scientific institutes all over Europe. Website: <http://www.emac-online.org>
2. EMAC has launched in 2010 its first Regional Conference. The aim is to attract people from specific regions and help research in specific fields of marketing. The 4th EMAC Regional Conference will take place in Saint Petersburg, Russia on September, 25-27, 2013.  
Website: <http://www.emac-online.org/r/default.asp?ild=FKKKFF>
3. American Marketing Association's Annual Marketing Conference, this event bring together marketers and researchers to discuss the industry's latest thinking and innovations.  
Website: <http://www.marketingpower.com/Pages/default.aspx>
4. Academy of Marketing Science (AMS) conferences: The Annual Conference is generally held during either late May or early June. Features of the annual conference include refereed paper sessions, research-in-progress sessions, panels, workshops, and other special invited sessions.  
The Academy also sponsors the World Marketing Congress as well as special conferences on retailing, Culture and international Marketing, Quality of Life, and History of Marketing Thought. The Cultural Perspectives in Marketing Conference is held once every two years in the even years. The World Marketing Congress is held once every two years in the odd years.  
Information about Conferences upcoming in the next year is available on the AMS home page at <http://www.ams-web.org/index.cfm>.

5. The Lupcon Center for Business Research (LCBR), European Marketing conference announced that the LCBR European Marketing Conference 2013 which will take place in Frankfurt, Germany, on August 15-16, 2013. It organises International Marketing conference every year and information is available at: <http://www.lcbr-online.com/index.htm>
6. The Academy of Marketing (AOM) holds an Annual Marketing Conference and Doctoral Colloquium. This is traditionally held in July and is hosted by a different Institution each year.  
<http://www.academyofmarketing.org/>
7. International Marketing Trends Conference is a unique think tank that interacts with leading business professionals, top academic experts, researchers and benefits from a wide panel of views and experiences. The success of the Conference has been encouraged by the convivial setting, alternatively in Paris (France) and in Venice (Italy). Information for upcoming conference in 2014 is available at: <http://www.marketing-trends-congress.com/>

#### **INTERNATIONAL / NATIONAL (INDIA)**

1. International conference on Marketing, Technology and Society, IIM – K
2. Annual Conference of the Emerging Markets Conference Board (EMCB), IIM Lucknow
3. Global Summit on Management Cases, IIM – Raipur
4. Conference on Brand Management, IIT – Delhi
5. BITS Marketing Conference, BITS, Pilani
6. NASMEI (North American Society for Marketing Education in India) marketing conference, Great Lakes Institute of Management, Chennai

#### **D. QUANTITATIVE MANAGEMENT & OPERATIONS MANAGEMENT INTERNATIONAL / NATIONAL (INDIA)**

1. Society of Operations Management (SOM)  
<https://www.iiitm.ac.in/index.php/629-20th-international-conference-of-som>
2. Project Management Institute (PMI-India) Conference  
<http://www.pmi.org.in/events/conference2016/>
3. COSMAR (IISc)  
<http://www.mgmt.iisc.ac.in/~cosmar/>
4. PAN IIM World Conference  
<http://www.iimahd.ernet.in/index.php?id=409&newsID=688>

#### **INTERNATIONAL CONFERENCES (FOREIGN COUNTRIES)**

1. POMS (Production and Operations Management Society)
  - a. <http://www.poms.org/>
2. EurOMA Conference
  - a. <http://euroma2017.org/>
3. Decision Sciences Institute Conference
  - a. <http://dsi-annualmeeting.org/>
4. International Conference of Management and Behavioural Sciences - “An Interdisciplinary Conference”

5. INFORMS (Institute for Operations Research and Management Sciences) Conference on Business Analytics and Operations Research shows how to "Apply Science to the Art of Business." It features presentations on real-world applications of analytic solutions, presented by industry and university leaders. Information for upcoming conference is available at: <https://www.informs.org/Attend-a-Conference/Community-Conferences>.
6. Statistics and Operational Research International Conference (SORIC) 2013 Sarawak, Malaysia
7. International Business Conference (IBC)
8. European Business Research Conference Rome, Italy
9. AP MBA International Conference in Management and Business Science, Batu, Malang, Indonesia
10. International Conference on Advance Research in Management, Economic and Finance PATTAYA, Thailand
11. IFAC International Conference on Management and Control of Production and Logistics
12. Asia-Pacific Business Research Conference
13. ABSRC 2013 ROME - Advances in Business-Related Scientific Research Conference Rome, Italy
14. Macrotheme Conference on Business, Economics, and Finance
15. WEI International European Academic Conference in Budapest-2013 Budapest, Hungary
16. Anglo-American Conference for Academic Disciplines at the University of London London, United Kingdom
17. ABMC 2013 - The Fourth Annual Asian Business and Management Conference Osaka, Japan
18. Business and Social Science Research Conference: Paris 2013 Paris, France
19. The 2014 Clute Institute International Academic Conference in Orlando, Florida Orlando, United States of America
20. EBES (Eurasia Business and Economics Society) Conference
21. IACD-2014 (Dubai) International Academic Conference Dubai, United Arab Emirates
22. The 2014 Clute Institute International Academic Conference in San Antonio, Texas San Antonio, United States of America
23. International Conference on Engineering Mathematics and Physics
24. International Conference on Pure and Applied Mathematics (ICPAM)
25. International Conference on Computing, Mathematics and Statistics (ICMS)
26. International Academic Conference - IISES Naples Conference Naples, Italy
27. International Conference on Applied Statistics
28. The International Days of Statistics and Economics Prague Conference

#### **E. STRATEGIC MANAGEMENT - INTERNATIONAL CONFERENCES (OVERSEAS)**

1. Academy of Management (AoM)
2. Strategic Management Society (SMS)
3. Southern Management Association (SMA)
4. Academy of International Business (AIB)
5. Decision Science Institute (DSI)
6. Academy of Business Research (ABR)
7. International Conference on Strategic Management (ICSM)
8. British Academy of Management (BAM)

## **F. SYSTEMS INTERNATIONAL CONFERENCES (FOREIGN)**

1. IEEE Cloud 2013, CA, USA <http://www.thecloudcomputing.org/2013/org.html>
2. ITI: International conference on INFORMATION TECHNOLOGY INTERFACE. <http://iti.srce.unizg.hr/index.php/ITI/index/pages/view/homepage>
3. ICIS 2013, <http://icis2013.aisnet.org>
4. American Conference on Information Systems (AMCIS). <http://amcis2013.aisnet.org/>
5. Hawaii International conference on System science. <http://www.hicss.hawaii.edu/>
6. Australasia Conference on Information Systems (ACIS) <http://www.rmit.edu.au/acis2013>
7. European Conference on Information Systems (ECIS), <http://aisel.aisnet.org/ecis/>
8. International Business Information Management Conference (IBIM), <http://www.ibima.org/KL2013/index.html>
9. Pacific Asia Conference on Information Systems, <http://www.pacis2013.org/main/>
10. European Conference on E-Government, <http://academic-conferences.org/eceg/eceg2013/eceg13-home.htm>

## **NATIONAL / INTERNATIONAL CONFERENCES (INDIA)**

The Annual conferences conducted by the following top 20 Business Schools in India

1. All IIMs, IITs, IMTs, NITs
2. Indian Institute of Foreign trade, Delhi
3. Jamnalal Bajaj Institute of Management Studies, Mumbai
4. Symbiosis Institute of Management, Pune
5. Xavier Institute of Management, Bhubaneswar
6. International Management Institute, Delhi
7. TA PAI Management Institute, Manipal
8. Department of Management Studies, IIT Chennai
9. Institute of Rural Management(IRMA), Anand
10. Goa Institute of Management, Goa
11. FORE School of Management, Delhi
12. Institute of Management, Nirma University, Ahmedabad
13. Birla Institute of Technology(BITS), Pilani
14. ICFAI Business School, Hyderabad
15. Bharathidasan Institute of Management, Tiruchirappalli
16. Amity Business School, Noida
17. Loyola Institute of Business Administration(LIBA), Chennai
18. PSG Institute of Management, Coimbatore
19. Department of Management Studies, Pune University
20. XIME, Bengaluru





**ANNEXURE 3**  
**FORMAT FOR APPROVAL OF WORKING PAPERS**

- 1) Title of the Manuscript:
- 2) Name of the Faculty (author):
- 3) Date of Submission:
- 4) Self-verification:  
This manuscript submitted complies with the "Guidelines for Working Papers".

**Date:** \_\_\_\_\_ **Signature of the Faculty submitting the Working Paper:** \_\_\_\_\_

---

- 5) View of the Research Committee on the Working Paper:
  - a) Recommended to publish the Manuscript as a Working Paper: Yes/ No
  - b) Suggested Modifications:

6) Signature of the members of Research Committee:

S. No	Name	Signature
1		
2		
3		
4	Chairman (Research Committee)	

7) The publication of the working paper is approved /disapproved

---

**Dean**

8) Assigned Working Paper No. \_\_\_\_\_

\_\_\_\_\_  
**Signature of Chairman (Research committee)**  
**Date** \_\_\_\_\_

## ANNEXURE - 4

### List of National Book Publishers

Sl. No	Name of the Publisher
1	Orient Paperbacks
2	Tata McGraw Hill Education Private Limited, New Delhi
3	Academic Foundation, New Delhi
4	Taxman Publications

### List of International Book Publishers

Sl. No	Name of the Publisher
1	Academic Press
2	Butterworth-Heinemann (Elsevier)
3	Cambridge University Press
4	Cengage
5	Elsevier
6	Wiley
7	McGraw Hill
8	Worth Publishers
9	Taylor and Francis
10	Bloomsbury
11	Prentice Hall
12	Pearson
13	Macmillan
14	SAGE
15	Oxford University Press (OUP)
16	Palgrave
17	Wharton Publishing
18	Harvard Publishing

### List of Case Clearing Houses

Sl. No	Name of the Case Clearing House
1	IVEY league
2	ICCH
3	ECCH
4	ACRJ
5	Harvard Publishing
6	Darden
7	NACRA
8	Sage



**ANNEXURE 5**

**RAJAGIRI BUSINESS SCHOOL  
INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**Request for Organising Conference/Seminar/Workshop/Webinar/Symposium/FDP  
(Please fill up, strike out or encircle as applicable)**

**A. Area** : \_\_\_\_\_

**B. Title of the Conference Proposed** : \_\_\_\_\_  
\_\_\_\_\_

**C. Name of the Convener** : \_\_\_\_\_

**D. Name of Co- convenor (if any)** : \_\_\_\_\_

**E. Proposed theme of the Conference/Seminar/FDP/Workshop/symposium/webinar:**  
\_\_\_\_\_

**F. Dates proposed for the FDP/Workshop/seminar/symposium/conference/Webinar**

**G. Duration of FDP/Workshop/seminar/symposium/conference/Webinar:** \_\_\_\_\_

**H. Conference/Seminar /FDP/Workshop Type (Please  $\surd$  as appropriate):**

State level       National level (with paper presentation)

National level (without paper       presentation)

International level (with paper presentation)       International level (without paper presentation)

**H. 1.** Conference/Seminar/FDP/Workshop/webinar/symposium will fall in the Calendar Year \_\_\_\_\_

2. Conference/Seminar/FDP/Workshop/symposium/webinar previously organised in the current \_\_\_\_\_ year (please indicate location, month, and year):

**a)**

**b)**

**I.** Estimated budget for the Conference/Seminar/FDP/Workshop/symposium/webinar: \_\_\_\_\_

(Attach the detailed budget in Annexure 2)

**J.** Advance financial support requesting from RBS: -----

**Date:**

**Signature of the Convener**

**Forwarding the application to the Associate Dean (Research)**

**Name and Signature of the HOD/Area Chair/Pillar**

**Head**

The Conference/Seminar/FDP/Workshop/symposium/webinar request is within the norms/rules.

**Forwarding the application to the Director, RBS/Assistant Director (Finance)**

**Name and Signature of the Associate Dean (Research)**

Your request for organising the above requested National/International Conference/Seminar/FDP/Workshop/symposium/webinar is approved/ disapproved.

**Signature of Director, RBS**

**Signature of Assistant Director (Finance)**

\*Please include a copy of the Brochure.



## ANNEXURE 6

### Rajagiri Business School

#### Guidelines for the grant of teacher fellowships for pursuing PhD

##### 1. Preamble

These guidelines are aimed at enhancing the intellectual environment of the institution by encouraging the members of faculty to pursue doctoral research leading to PhD.

##### 2. Objective

To provide an opportunity to the teachers to pursue their research activities leading to the award of Ph.D. degree.

##### 3. Eligibility

###### 3.1. Target group

- A. RBS faculty who require leave of not more than 6 months duration to pursue research leading to PhD are covered under the following policy guidelines.
- B. RBS faculty who have completed 8 years of experience with this institution shall get earned research leave as per point No. 8 of this policy document.

###### 3.2. Conditions for eligibility of Teacher fellowships

1. The teacher should have at least two years of teaching experience with the institution on the date of submission of leave application.
2. The teacher should have completed the PhD registration process from a recognised institution/university, and submit copy of the PhD registration certificate.
3. PhD of the university/institution that the teacher is enrolled into should be regular / part time. No online and/or distance mode of PhD will be considered for teacher fellowships.
4. PhD of the university/institution that the teacher is enrolled into, shall follow the UGC (Minimum standards and procedure for awards of M.Phil./Ph.D. Degree) Regulations, 2009.

###### 3.3. Nature of assistance

In order to financially support the faculty during the leave, teacher fellowship of Rs. 20,000 per month will be offered to the faculty subject to the conditions laid down in this document.

###### 3.4. Tenure of Teacher Fellowships

The Teacher Fellowship for Ph.D programme would be for a maximum period of 6 months. The period of 6 months can be taken in more than one stretches, provided the teacher utilises the leave for course work and / or data collection and / or preparation of thesis.

### **3.5.Failure to Complete PhD**

If a Teacher Fellow fails to complete his/her Ph.D. programme and leaves it midway, he/she has to refund the entire amount paid to him by the institution with interest at prevailing bank interest rate during his/her Teacher Fellowship. The teacher is allowed to rejoin or continue duty only after submitting PhD thesis to the concerned university/ institute at the end of 6 months leave period or 3 years from the date of PhD registration whichever is earlier. Extension of one more year for thesis submission could be granted for a Teacher Fellow based on the justification, recommendation by the supervisor/guide and finalised by Director and Dean in consultation with the research committee.

### **4. Procedure for selection of faculty for teacher fellowship**

The teacher applicant shall prepare an application for availing leave along with copy of the PhD registration and research progress report, if any. The members of faculty shall be selected on the basis of number of years of experience and their contribution to the institution. The members of faculty shall be finalised by the Director and the Dean in consultation with the research committee, without affecting the classes or working of the institution. Application form for Teacher Fellowship is given in TF Annexure - A.

### **5. Leave rules**

Leave for pursuing PhD may be granted more than once provided that total period is 6 months or less. This leave may be combined with block leave and / or casual leave at the discretion of the teacher in consultation with the research committee and the approval of the Director and the Dean. When leave is taken in continuation of the block leave, the period of leave shall be deemed to begin on the expiry of the block leave.

### **6. Procedure for monitoring the progress of PhD**

A teacher shall submit a research progress report duly signed by the supervisor/guide to the research committee on the completion of each stretch of leave period. A copy of the research document/ articles published/papers presented shall be enclosed with the report.

### **7. Conditions for availing Teacher fellowship**

- The Teacher Fellow must give a 'Research Progress report' duly signed by the supervisor/guide, after the each stretch of leave with fellowship. In case of a negative report given by the supervisor/ Guide, the awarded Fellowship to the Teacher Fellow may be withdrawn by the institution.
- If a Teacher Fellow fails to complete Ph.D Programme and leaves it midway, he/she has to refund the entire amount paid by the institution during the Teacher Fellowship with interest at prevailing bank interest rate.

- A teacher on Leave shall not take up, during the period of that leave, any regular or part time appointment under an organisation in India or abroad.
  - A teacher availing herself/himself of leave, shall undertake that s/he shall serve the institution for a continuous period of at least three years to be calculated from the date of his/her resuming duty after the award of PhD. This undertaking shall be done by executing a bond in favour of the college. Proforma of the undertaking is given in TF Annexure - B. In case the faculty leaves the institution just before submitting thesis after availing teacher fellowship, he/she has to refund the entire amount paid by the institution during the Teacher Fellowship with interest at prevailing bank interest rate.
  - The Teacher Fellow must publish at least 2 research papers in at least a indexed journal before submitting the thesis.
8. RBS faculty, who have completed 8 years of service with this institution, will be eligible for earned research leave of 10 days for every completed year of service and leave with a stipend of Rs 20,000 for a period of six months inclusive of the earned research leave, to pursue research leading to PhD subject to the condition that they submit their PhD thesis, 3 years from the date of PhD registration. Extension of one year could be granted for a Teacher Fellow based on the justification, recommendation by the supervisor/guide and finalised by the Director and Dean in consultation with the research committee. A special interest free loan facility will be available for faculty who have to proceed for leave to complete the Ph.D during the period they are drawing the stipend of Rs 20,000/-. This has been constituted to compensate the monetary difference between the full salary amount and the stipend amount during the eligible period. This can be repaid through EMI from the date of joining back after the eligible leave upto a period of 12 months. To avail this loan, the applicant must place his/her original PG Course Certificate in the custody of the college.
- A teacher availing herself/himself of earned research leave, shall undertake that s/he shall serve the institution for a continuous period of at least three years to be calculated from the date of his/her resuming duty after the award of PhD. In case after availing the earned research leave, the faculty fails to submit the PhD thesis or leaves the institution without submitting PhD thesis or leaves without serving the institution for three years after the award of PhD, he/she has to remit the amount equivalent to the salary of the earned leave period with interest at prevailing bank interest rate. This undertaking shall be done by executing a bond in favour of the college. Proforma of the undertaking is given in TF Annexure C. The guidelines 3.2.2, 3.2.3, 3.2.4, 4, 6 & 7 are also applicable to the faculty, who have completed 8 years of service with this institution and who are availing earned research leave.



**TF Annexure - A**  
**APPLICATION FORM FOR TEACHER FELLOWSHIP**

1. Name of the Teacher :
2. Date of Birth :
3. Male/Female :
4. Contact Details
  - a. Permanent Home Address:
  - b. Email:
  - c. Mob:
5. Date of appointment:
6. (i). Name of the Institution where the research work leading to Ph.D. degree is proposed to be undertaken : \_\_\_\_\_  
  
Tel No with STD code Fax: \_\_\_\_\_  
  
E-mail: \_\_\_\_\_  
  
(ii). Name of the Department: \_\_\_\_\_  
  
Tel. No: Fax: \_\_\_\_\_  
  
E- Mail: \_\_\_\_\_
7. Subject or Title of research work for Ph. D.:
8. Extent of Ph.D. research work already completed and the time required to finish the rest:
9. Name and designation of the Supervisor with whom the research is proposed to be undertaken
10. Date of Registration for Ph.D.( Copy of Registration to be enclosed):
11. Any other information relevant to the research work leading to Ph.D. Degree, including details of research papers presented / published:

Signature  
Name  
Designation:  
Place:  
Date:-





**TF Annexure - B**  
**UNDERTAKING**

**I, (Full Name), hereby declare** that I have read the rules regarding the award of Teacher Fellowship of Rajagiri Business School and, in the event of the fellowship being awarded, I undertake to engage myself whole time for the work on the subject under the guidance of the Research Supervisor/ Guide during the tenure of the fellowship. I undertake that I shall serve the institution for a continuous period of at least three years from the date of resuming duty after the award of PhD. In the event of my failure to submit Ph.D. thesis within 3 years from the date of registration of PhD after availing teacher fellowships / leaving the institution without submitting PhD thesis after availing teacher fellowships / leaving the institution without serving for a period of three years from the award of PhD after availing teacher fellowships, I shall refund the entire amount paid to me by Rajagiri Business School, and interest at the prevailing bank rate. I, further declare that, to the best of my knowledge and belief, the particulars given in the form are correct.

Place:  
Date:

Signature of Teacher  
(Applicant)

Signature of Director  
(SEAL)



## TF Annexure- C

### UNDERTAKING

**I hereby declare** that I have read the rules regarding the award of Earned research leave under 'PhD research Assistance' of Rajagiri Business School and, in the event of the earned research leave being granted, I undertake to engage myself whole time for the work on the subject under the guidance of the Research Supervisor/ Guide during the tenure of the fellowship. I undertake that I shall serve the institution for a continuous period of at least three years from the date of resuming duty after the award of PhD. In the event of my failure to submit Ph.D. thesis within 3 years from the date of registration of PhD after availing earned research leave / leaves the institution without submitting PhD thesis after availing earned research leave / leaves the institution without serving for a period of three years from the award of PhD after availing earned research leave, I shall remit the amount equivalent to the salary of the earned leave period and interest at the prevailing bank rate, to Rajagiri Business School. I, further declare that, to the best of my knowledge and belief, the particulars given in the form are correct.

Signature of Teacher  
(Applicant)

Place:  
Date:

Signature of Director RBS  
(SEAL)

