



International School of Management Excellence, Bangalore

To: All Teaching Faculty

Objective

In order to promote an environment of continuous faculty development and research at ISME, the following incentive scheme will be applicable as of 1st July 2023. This incentive scheme can be modified / cancelled with immediate effect at any point of time in the future if it is not found to be working well in practice. The current expectation on teaching, administrative activities, student support, clubs, event organization etc. continues to remain the same.

Note: A year will be an academic year from 1st July to 30th June

Guidelines

1. Faculty is encouraged to publish beyond the guidelines. However, the incentive system will be based on the guidelines in order to focus on quality of content over quantity and in order to also ensure that the performance on other regular expectations is not compromised.

Particulars	Expectation
Conference Presentation	Twice in a year
Paper publication in Scopus or ABDC or Web of Science	Minimum two in a year
Guiding students to present in conference or publish in peer-reviewed/ UGC approved journals	Minimum 3 students per year

2. Work from home on Saturdays

To avail work from home on Saturdays, faculty members are expected to publish blogs.

Requirements:

- Minimum of 6 blogs and maximum of 12 blogs in an academic year.
- Must publish atleast three blogs in the cycle of July- December to avail work from home in the subsequent January- June cycle.
- Must publish atleast three blogs in the cycle of January-June to avail work from home in the subsequent July- December cycle.
- For new joinees:
 - New joinees must work from office on the first four Saturdays, from the date of joining

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- Must publish one blog within 4 weeks of joining to avail the work from home on Saturdays in the current academic cycle. For example, if you joined on 1st August 2023, then you must publish one blog within 4 weeks of joining, to avail WFH on Saturdays from September 2023 to December 2023.
- After publishing the first blog within 4 weeks of joining, new joinees must mail to Director, Dean, Reporting Manager, Head Research, Head Infrastructure, Head IT Systems that they have read the policy and are eligible to avail the WFH on Saturdays. Further, they will fulfil the required number of blogs to avail WFH on Saturdays in the academic cycle.

Incentive

The incentive scheme is applicable only if faculty members give proper affiliation with **International School of Management Excellence, Bangalore**. Complete details of the conference / publication need to be saved in the myISME shared documents in the individual faculty folder (\\MYISME\isme\Faculty and Staff Development\Current Faculty and Staff).

Details as per the checklist and the myISME link should be provided to the Research Coordinator before being considered for incentive.

Particulars	Limited to	Incentive	Details required at myISME
I. Conference Presentation			
1.1 Solo authored or co-authored with faculty members	Two conferences in a year	Rs. 2000 per conference presentation 100% of the conference fee will be paid subject to maximum limit of Rs. 10000 Travel and stay costs will only be paid for attending conferences organized by top 15 ranked national B-Schools, subject to prior approval from the Dean.	1) Soft copy (email / pdf) of the conference brochure / invitation 2) Final conference paper 3) Important correspondence (example: acceptance of paper etc) 4) Some photographs (if available) 5) Certificate of participation 6) Scanned cover paper of conference proceedings and Table of Contents where your paper is highlighted. 7) Receipt of conference fee
1.2 Co-authored with students/ doctoral scholars	Two conferences in a year	Rs. 1000 per conference presentation	Certificate of presentation

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Particulars	Limited to	Incentive	Details required at myISME
2. Book Chapters			
2.1 Book Chapter	Twice in a year	Rs. 2000 per chapter	1) Scanned copy of the cover page of the book 2) Scanned copy of the Table of Contents, highlighting your chapter 3) First page of the chapter in which the affiliation is presented
3. Award of Research Grant			
Award of research grant	Twice in a year	5 percent of the grant amount. The distribution of the grant amount among the collaborators will be decided by the lead investigator	1) Project proposal 2) Award Letter
4. Paper Publication (Solo authored or co-authored with faculty members)			
4.1 ABDC A*/A/ B indexed journal	No limit		1) Published paper or first page of the paper in which ISME affiliation is presented 2) Important correspondence (eg. Acceptance of the paper 3) Scanned cover page of journal and Table of Contents where the paper is highlighted
4.1.1 Solo authored	<i>Collaborations* with non-ISME faculty</i>	Rs. 15000	
4.1.2 Collaboration between two ISME faculty members		Rs. 7500 per faculty member	
4.1.3 Collaboration between three ISME faculty members		Rs. 5000 per faculty member	
4.2 ABDC C Journal or Scopus Indexed Journal	No limit		1) Published paper or first page of the paper in which ISME affiliation is presented 2) Important correspondence (eg. Acceptance of the paper 3) Scanned cover page of journal and Table of Contents where the paper is highlighted
4.2.1 Solo authored *		Rs. 10000	
4.2.2 Collaboration between two ISME faculty members		Rs. 5000 per faculty member	

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Particulars	Limited to	Incentive	Details required at myISME
4.2.3 Collaboration between three ISME faculty members		Rs. 3500 per faculty member	
4.3 UGC Indexed Journal	Maximum two in a year		1) Published paper or first page of the paper in which ISME affiliation is presented 2) Important correspondence (eg. Acceptance of the paper 3) Scanned cover page of journal and Table of Contents where the paper is highlighted
4.3.1 Solo authored *		Rs. 2500	
4.3.2 Collaboration between two ISME faculty members		Rs. 1250 per faculty member	
4.3.3 Collaboration between three ISME faculty members		Rs. 850 per faculty member	
5. Paper Publication (Co-authored with students/ doctoral scholars)			
5.1 ABDC A*/A/ B indexed journal	One in a year	Rs. 7500	1) Published paper or first page of the paper in which the affiliation is presented 2) Important correspondence (example: acceptance of paper etc) 3) Scanned cover paper of journals and Table of Contents where your paper is highlighted.
5.2 ABDC C Journal or Scopus Indexed Journal	One in a year	Rs. 5000	
5.1 UGC Approved journal	Three publications in a year	Rs. 1250 per publication	
6. Blogs			
Blogs	Not more than 2 blogs per month Not more than 6 blogs in a year		
Blogs published in peer-reviewed external sites		Rs. 2000 per blog	1) Published blog in word document 2) Link to the external website where it is published
Blogs discussed in the cluster meeting and		Rs. 1500 per blog	1) Published blog in word document

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Particulars	Limited to	Incentive	Details required at myISME
published in ISME website			
Peer reviewed paper publication Will be considered as a blog and counted towards blog count		Rs. 2000 per publication	1) Published paper or first page of the paper in which the affiliation is presented 2) Important correspondence (example: acceptance of paper etc) 3) Scanned cover paper of journals and Table of Contents where your paper is highlighted. Will be included in the count of blogs
Full paper publication in conference proceedings		As discussed in point 1 + <i>Rs 2000/- (considered as a blog)</i>	1) Certificate of participation 2) Scanned cover paper of conference proceedings and Table of Contents where your paper is highlighted. Will be included in the count of blogs

General Notes

- A list of UGC approved journal can be found in:
<https://www.ugc.ac.in/journallist/>
- Useful link to find if a publication is indexed in Scopus:
<https://blog.scopus.com/posts/is-a-title-indexed-in-scopus-a-reminder-to-check-before-you-publish>
- Useful link to find if a publication is indexed in ABDC
<https://abdc.edu.au/abdc-journal-quality-list/>
- The following journals are covered by Web of Science:
http://mjl.clarivate.com/#journal_lists

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