



## NATIONAL & INTERNATIONAL CONFERENCE NORMS [APRIL 2024]

**Preamble:** International Management Institute is recognized amongst both academic as well as practitioner bodies, for its 'intellectual capital'. A significant contributor to this recognition is the consistent and meaningful philosophy of research at the institute. Thus, to build a research-committed eco-system, it becomes imperative to encourage Faculty and FPM (Full-Time) scholars to conceptualize new thought and share and learn through presenting their work in the form of research and conference papers at well-respected & reputed National and International Conferences. The conference support is available subject to the following eligibility conditions:

### **Eligibility (IMI New Delhi Faculty):**

1. The conference support facility for national/ international conferences is available to the Full-time faculty of IMI New Delhi.
2. A full-time faculty member of IMI New Delhi is eligible for conference support for international conferences and national conferences based on the money available in that individual's Faculty Development Fund (FDF). A fixed financial allocation is made in the FDF for every faculty member for a slab of TWO years, as per prevailing IMI policy.
3. Please note the following in this regard
  - a. The first slab for the aforementioned two years for the faculty is from the official date of joining the institute. However, eligibility for financial reimbursement is only post one year of service. Example if someone joined on January 1, 2023, and completed the one-year tenure on January 1, 2024. The slab is January 1, 2023 – December 31, 2025, but reimbursement is possible only from January 1, 2024.
  - b. The eligibility for travel, boarding and lodging is as per the current service rules regarding travel policy (please refer to the document available on the intranet).
  - c. In the event of IMI sponsored paper presentation (registration; travel; visa; other expenses) the funding is subject to the amount available in the FDF. However, in the case of Third-party sponsor (registration fees, boarding & lodging; local travel & other expenses borne by third party/client/customer) the condition of funds available in the FDF is not applicable.
  - d. In the case of a third party sponsored conference, the Travel and Visa cost may be supported by the school, subject to the availability of funds in the FDF and the Director General's approval.
  - e. Faculty who are desirous of presenting papers in eligible conferences before completing one year may attend the conference at their own expense and can be reimbursed from the FDF after completion of one year.
  - f. For a joint paper by IMI faculty and FPM scholar or by two or more FPM scholars or two or more IMI faculty, IMI will offer financial support to ONLY ONE of the authors.

### **Eligibility (IMI New Delhi FPM(Full-Time) scholar):**

- a. The conference support is limited to a maximum of TWO national and ONE international conference. This is a cumulative conference grant up to a maximum of INR 1,50,000/-
- b. The conference support facility is available to the full-time FPM scholar of IMI New Delhi post their successful clearance of their Comprehensive Examination.

- c. TA/DA will be as per the policy applicable for PGDM students of IMI New Delhi and will be part of the maximum limit of INR 1,50,000/-
- d. For a joint paper by IMI faculty and FPM scholar or by two or more FPM scholars, IMI will offer financial support to ONLY ONE of the authors.

**Conference details and descriptions:** To ensure that the conference identified by the faculty/scholars is of the quality aligned with the IMI research reputation, the following guidelines and norms need to be followed:

- a. The conference must either have a clear management focus or be related to the research area of interest of the faculty/scholar.
- b. The paper must have been authored/co-authored by IMI faculty/scholar.
- c. The paper has the IMI New Delhi affiliation (*International Management Institute New Delhi*).
- d. The paper is Accepted and Confirmed in Writing by the organizing body.
- e. The Faculty/Scholar shares the final text of the conference paper with the research office before going to the conference.
- f. The conference publishes conference proceeding/book of abstracts and/or has tie ups with peer-reviewed journals for publication of the selected papers.

**International Conference:**

1. **Conference organizing body:** The organizing body must be a reputable **International** Academic society/ Association.
2. **Conference tenure:** Conference Tenure should be greater than 10 years (Annually).
3. **Conference Paper:** The institute will support presenting papers in conferences that accept papers through a rigorous review process of either a full-text paper submission or an extended abstract submission. If acceptance is through the review of an extended abstract submission, then the conference must have a condition to submit the full-text paper by a specified deadline before the conference start date. Additionally, the paper must be accepted for a full paper presentation in one of the conference panels/sessions. Support is NOT available for acceptance based on short abstracts. Support is NOT available for posters/ proposals/ symposiums.

**National Conference:**

1. **Conference organizing body:** The organizing body must be a reputable **National** Academic society/ Association or a reputable B-School. In the case of a B-School, NIRF rankings may be used as one of the decision criteria.
2. **Conference tenure:** Conference Tenure should be greater than 5 years (Annually)<sup>1</sup>.
3. **Conference Paper:** The institute will support presenting papers in conferences that accept papers through a rigorous review process of either a full-text paper submission or an extended abstract submission. Additionally, the paper must be accepted for a full paper presentation in one of the conference panels/sessions. Support is NOT available for acceptance based on short abstracts. Support is NOT available for posters/ proposals/ symposiums.

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<sup>1</sup> **Exceptions:** *The above stated criteria may not be mandated as essential for the conferences organized by other IMI campuses, namely – IMI Kolkata and IMI Bhubaneswar.*