



Cooperative Perspective

Byelaws

Preamble

Vaikunth Mehta National Institute of Cooperative Management (VAMNICOM), the erstwhile National Cooperative and Research Institute started publishing “Cooperative Information Bulletin” from the year 1966. In 1973, this Bulletin was renamed as “Cooperative Perspective”. VAMNICOM, in the year 2019 is going to retitile this journal as “International Journal of Cooperative Perspective”. This Journal on Cooperative Perspective (CP) is a peer reviewed journal that is dedicated to contribute to the knowledge base in cooperative sector through publication of seminal research work, management cases etc. The journal aims to bring out various issues related to management, management of cooperative societies, cooperative act, member participation, impact of cooperatives, success and failure stories in cooperatives and innovations brought by cooperatives in the Global world. The journal acts as a think tank on all aspects of co-operative movement, and a ready source of knowledge and information relating to rapidly expanding and diversifying co-operative enterprises. The journal is registered with International Standard Serial Number - ISSN 0302-7767 from 2nd April, 2012.

Article 1: Goals

- a. To disseminate information through articles on latest developments in Cooperative, Agriculture, Rural Development and allied sectors
- b. To apprise the readers about the current literature on Cooperatives, Management of cooperatives Management of cooperative collectives like Self Help Groups (SHGs), Joint Liability Groups (JLGs), Farmer Producer Organizations (FPOs) and other related sectors
- c. To publish innovative, conceptual, empirical review and case study research with focus on topical issues
- d. To stimulate and develop debate on areas of topical concern and to provide an international forum for cooperative study

Article 2: Governance Board Members

Advisory Board: The Advisory Board shall comprise of not more than ten members

Editorial Board: The Editorial Board shall comprise of not less than seven members and not more than ten members.

Meetings of the Advisory Board

- a. Sufficient written notice of any meeting of the Advisory Board shall be given to members at least one week prior to the date of the meeting.
- b. Such notice shall specify the nature of the business to be considered as well as the date, time, and location of the meeting.
- c. The Member Convenor of the Editorial Board shall ensure that the minutes of all meetings under this section and the outcome will be recorded, archived, and made available.

Meetings of the Editorial Board

- d. Sufficient written notice of any meeting of the Editorial Board shall be given to members at least one week prior to the date of the meeting.
- e. Such notice shall specify the nature of the business to be considered as well as the date, time, and location of the meeting.
- f. The Member Convenor shall ensure that the minutes of all meetings under this section and the outcome will be recorded, archived, and made available.

Amendments to Byelaws

The Amendments to Byelaws can only be done by the Advisory Committee.

Proposals to amend these Byelaws shall be initiated through either of the following procedures:

- a. The member for the Advisory Board shall submit in writing to the Convenor to initiate the proposal

Or

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- b. During the meeting of the Advisory Board having desired coram can amend the byelaw
- b. The Convenor of the Advisory Board will declare for amendment no sooner than one (1) week and no later than thirty (30) days after the recommendation has been received from the Advisory Board.
- c. A two third majority of the Advisory Board will have to agree for any amendment. Patron of the Advisory Board will not cast any vote for any amendment. In case of any tie in casting of votes in favour or against the amendment, the vote of Patron will be the deciding factor.

Article 3: Roles, Eligibility and Tenure

Patron

The Director, VAMNICOM by default will be the patron and Ex-officio or S/He may request the Chairperson of VAMNICOM to accept becoming the Patron. By default, S/He will be part of the advisory board.

Member of Advisory Board

A member will generally join the board on invitation and approval of the board. By default, S/He will be part of the advisory board. Membership shall be for a period THREE years subject to renewal based on the interest shown by the member and as per the advice of the advisory Board and approval of the Editor-in-chief. This invitation is based on her/his significant contributions to the field of academics and research. Main responsibilities include

- a. Supporting the journal activities for greater visibility in the research space and enhancing impact factor
- b. Enhancing outreach of the journal through emphatic editorial activities including active networks
- c. Encouraging researchers for publication of their works in the journal
- d. Advising the editorial board for theme based contents and providing inputs for enhancing quality of the journal
- e. Participate in reviewing articles and releasing reviews on time.
- f. The Board may meet in person and/or in virtual mode (Skype/video conferencing/emails) for taking decisions

Size of this committee will be limited to TEN. Members may be re-nominated through invitation

Editor-in-Chief

Editor-in-Chief should be invited by the Editorial Board based on the excellence achieved and eminence in the areas of academics and research in the field of management and related areas. The tenure should be for a period THREE years. By default, S/He will be part of the advisory board. After serving this role, S/He may be invited to resume as a member of the editorial advisory board. Main responsibilities include

- a. Supporting the journal activities for greater visibility in the research space and enhancing impact factor
- b. Enhancing outreach of the journal through emphatic editorial activities including active networks
- c. Advising the editorial board for theme based contents and providing inputs for enhancing quality of the journal
- d. Releasing editorial note for each publication
- e. Identifying reputed academicians/researchers to invite to join the editorial advisory board.

Managing Editor and Publisher

Director, VAMNICOM is the Managing Editor. By default, S/He will be part of the advisory board. Main responsibilities include

- a. Supporting the journal activities for greater visibility in the research space and enhancing impact factor
- b. Enhancing outreach of the journal through emphatic editorial activities including active networks
- c. Advising the editorial board for theme based contents and providing inputs for enhancing quality of the journal
- d. Identifying reputed academicians/researchers to invite to join the editorial advisory board.
- e. Identifying slots for theme based invitation of the editors
- f. Identifying source of funds and allocating budgets after due approval of the advisory board and authority

The Managing Editor and Publisher will automatically become a member of the Advisory Board Member after his tenure.

Editor

A member of the Editorial Advisory Board would be in the role of Editor as nominated by the Advisory Board for a period of THREE years. By default, S/He will be part of the advisory board. After serving this role, S/He may be invited to resume as a member of the editorial advisory board. Main responsibilities include

- a. Supporting the journal activities for greater visibility in the research space and enhancing impact factor
- b. Enhancing outreach of the journal through emphatic editorial activities including active networks
- c. Advising the editorial board for theme based contents and providing inputs for enhancing quality of the journal
- d. Identifying reputed academicians/researchers to invite to join the editorial advisory board.
- e. Notifying dates for publication of the journal volume for the year
- f. Receiving articles for reviews and allocating reviewers.
- g. Pursuing with reviewers for on-time submissions of reviews and compliance by authors
- h. Notifying authors on acceptance/rejections
- i. Liaising with Managing Editor and publisher for on-time printing and on-line hosting of the journal
- j. Keeping the advisory board updated on the activities of the Journal

Consulting Editor (s)

An eminent academician having rich experience and deep interest in consulting in quality research publications would be invited by the Advisory Board for a period of three years subject to renewal based on his interest to work. By default, S/He will be part of the advisory

board. He is expected to work jointly with the Editor hand in hand to ensure quality publications, greater visibility and other allied activities. After his/ her tenure, he/ she will become a member of the Advisory Board based on mutual agreement.

Editor(s) of Special Issues

An eminent academician having rich experience and deep interest in consulting in quality research publications may submit willingness for administering special issue(s) of the journal on contemporary topics. After approval of the Advisory Board, s/he shall take full responsibility of managing the process starting from advertisement/outreach to selection of articles for publications. The process will be governed as per the rules of the journal.

Members of Reviewer Committee

The maximum size of this committee will be determined by the Advisory board. All these positions are honorary.

Article 4: Criteria for publication

The submissions should meet following three general criteria:

- a. Well-presented abstract of the work
- b. Well founded research problems and well-articulated research output
- c. Should have displayed major contributions to the field of related research

In general, to be acceptable, a paper should represent advancement in the discipline that the journal aims to contribute. There should be a discernible reason why the work deserves the visibility of publication in Cooperative Perspective.

Article 5: The Process

The journal will generally accept submissions of manuscripts as per its stated goals. The submissions will undergo the following process:

- a. All submitted manuscripts will be studied by the Editor. This is first activity in the review process and the Editor reserves the right to accept/ reject / recommend for re-submission without assigning to any reviewer. To save time for authors and peer-reviewers, only those papers that seem most likely to meet our editorial criteria should be sent for formal review. Preliminary Scrutiny done by the Editor will be based on the mapping of the theme of the paper with the specified goals of the journal and should be fit for further review.
- b. The Editor will assign the accepted manuscript to identified three reviewers by giving pre-assigned time lines. The review will be a double blind review.
- c. The reviewers may be part of the editorial board, advisory board and reviewers etc. The Editor can also invite external reviewers as well.

- d. After the reviews, the Editor may accept/reject the recommendations of the reviewers. The Editor also can recommend for another review to ensure that due diligence is followed before taking a final decision.
- e. Editor-in-chief will be the final authority to declare the status of the manuscript.
- f. The decisions may include the following categories:
 - i. Accept, with or without editorial revisions
 - ii. Invite the authors to revise their manuscript to address specific concerns before a final decision is reached
 - iii. Reject, but indicate to the authors that further work might justify a resubmission.
 - iv. Reject outright, typically on grounds of specialist interest, lack of novelty, insufficient conceptual advance or major technical and/or interpretational problems.
- g. At each stage of the process, the corresponding author will be notified.

Article 6: General Publication Rules

- a. Cooperative Perspective publishes original and innovative research that observes sound methodology, correct documentation and grammatical, idiomatic language.
- b. Cooperative Perspective welcomes contributions in English only. It will accept either British/American language.
- c. Materials submitted to Cooperative Perspective should not have been published or submitted for publication elsewhere. Researchers should make a written promise.
- d. Final acceptance is granted only after the writer(s) has done all corrections and modifications required by the referee(s) and to the satisfaction of all referees.
- e. The writer(s) is responsible for the content of the manuscript.
- f. The ideas expressed in a manuscript are those of the writer(s) and not Cooperative Perspective Editorial Board or VAMNICOM.
- g. Cooperative Perspective has copyrights of all published articles.
- h. Cooperative Perspective reserves the right to make any editorial changes that it deems necessary for publication.
- i. Cooperative Perspective reserves the right NOT to publish any manuscript without giving any justification and its decisions are final.
- j. A writer promises to pay all reviewing charges incurred by Cooperative Perspective if he/she decides to withdraw his/her manuscript.
- k. Five complimentary copies are provided for an article published in the journal.

Article 7: Copyright Transfer/Financial Disclosure/Conflict of Interest

1. Copyright transfer agreement

I have read the above mentioned details related to copyright of the manuscript submitted and I _____, the author of _____

Certify that I willingly assign the copyright of my work/ title _____ to the publisher of “COOPERATIVE PRESPECTIVE”, who will have the exclusive right of producing (in print or digital format) the complete work or any portion of it. I hereby certify that the work which I am submitting to the publisher is my own and does not contain any matter which in any way is infringement of the copyright law.

2. Sponsorship Disclosure

This is to certify that I _____

, the author of _____

Certify that I do not have any commercial association or financial interest in the publication of this manuscript.

Or

This is to certify that I _____

, the author of _____

Certify that this manuscript has been prepared with support of financial and/or administrative sponsorship of the _____ (Name of the Organization) vide its letter reference no. _____.

3. Conflict of interest

This is to certify that I _____

_____ , the author of _____

Certify that there is no conflict of interest regarding the publication of this manuscript.
Name:

Signature:

Date signed:

Editorial office: COOPERATIVE PRESPECTIVE

Declaration of Originality

Herewith I as the corresponding author, on behalf of all the co-authors and myself, confirm that the article “titled” submitted to “COOPERATIVE PERSPECTIVE” is our original work.

I confirm that we have respect for ethical standards of academia and therefore, have completely avoided any form of cheating, plagiarism, self-plagiarism, dishonesty or source vagueness. Thus, we undertake to carry all legal and ethical responsibility for the article.

I declare that the present article has not been submitted to any other journal or in any other format prior to its submission to “COOPERATIVE PERSPECTIVE”.

Name of the author/ Corresponding author

Article 8: Manuscript Template

Sample CP Template, Bold, Times New Roman Font , Size 14, 1.5 Line Spacing

First Author¹, Second Author² Font Size 10

¹First Author Affiliation & Address

²Second Author Affiliation & Address Font size 10

Example: Professor, Department of Management, xyz college , state, country

Abstract - An abstract summarizes the research study. The abstract of the paper must be 250 words or less. Abstract must constitute of the Purpose of the Study, Research Objective, Methodology, Implications of the Study and its' originality. (Size 12 & Italic, times new roman font)

Key Words: (Size 12, times new roman font) Key word1, Key word2, Key word3, etc (Minimum 5 to 8 key words)...

1. INTRODUCTION (Size 12 , times new roman font)

1.1 Sub Heading 1

1.2 Sub Heading 2

2. LITERATURE REVIEW (Size 12 , times new roman font)

Table -1: Sample Table format

Margins : Top	0.5"	Bottom	0.5"
Left	0.5"	Right	0.5"
Margin : Narrow	Font	Times New Roman / 10 pt	
Title: 12 Point	Heading	12 Point	
Sub Heading :12 Point	Spacing	Single line spacing	

2.1 Sub Heading 1

2.2 Sub Heading 2

3. RESEARCH GAP (Size 12 , times new roman font)

4. RESEARCH METHODOLOGY (*Size 12 , times new roman font*)

5. RESULT AND DISCUSSION (*Size 12 , times new roman font*)

5.1 Sub Heading 1

5.2 Sub Heading 2

6. CONCLUSION (*Size 12 , times new roman font*)

7. ACKNOWLEDGEMENT (Optional)

The authors can acknowledge any person/organization in this section. This is not mandatory.

8. REFERENCE (*Size 11 , times new roman font, APA style*)

Article 9: Subscription

The Subscription amount for one year is Rs. 500/- and Rs. 3000/- for long term subscription (five years). The Advisory Board is authorized to revise the subscription fees.

Article 10: Author and Reviewer Guidelines

These guidelines will be prepared by the Editorial Board and will be revised by the Advisory Board. These guidelines will be hosted in the website of the journal for wider dissemination.

Format	Article files should be provided in Microsoft Word format. PDF as a sole file type is not accepted, a PDF must be accompanied by the source file. Acceptable figure file types are listed further below.
Article Length	Articles should be between 4000 and 10000 words in length. This includes all text including references and appendices. Please allow 280 words for each figure or table.
Article Title	A precise and clear title should be provided.
Article	All Manuscript submitted should be in Times New Roman with font size 12.
Author details	All contributing authors' names should be added and their names arranged in the correct order for publication. <ul style="list-style-type: none">• Correct email addresses should be supplied for each author in their separate author accounts• The full name of each author must be present in the exact format they should appear for publication, including or excluding any

middle names or initials as required

- The affiliation of each contributing author should be correct in their individual author account. The affiliation listed should be where they were based at the time that the research for the paper was conducted

Biographies and acknowledgements

Authors who wish to include these items should save them together in an MS Word file to be uploaded with the submission. If they are to be included, a brief professional biography of not more than 100 words should be supplied for each named author.

Research funding

Authors must declare all sources of external research funding in their article and a statement to this effect should appear in the Acknowledgements section.

Structured Abstract

Authors must supply a structured abstract in their submission clearly specifying the purpose, methodology and findings of the study. The implications and originality of the research should be reflected from the abstract. Abstract can be maximum of 250 words

Keywords

Keywords provided by the author should be precise and appropriate

Article Classification

Authors must categorize their paper under the heading Research paper, Technical paper, Conceptual paper, Case study, Literature Review or General review

Headings

Headings must be concise and clear

Figures

All Figures (charts, diagrams, line drawings, web pages/screenshots, and photographic images) should be submitted in electronic form. All Figures should be of high quality, legible and numbered consecutively with arabic numerals. Graphics may be supplied in colour to facilitate their appearance on the online database.

Tables

Tables should be typed and included in a separate file to the main body of the article. The position of each table should be clearly labelled in the body text of article with corresponding labels being clearly shown in the separate file.

References

References to other publications must be in **APA** style and carefully checked for completeness, accuracy and consistency.