

## **The Third Annual Plan for OIST Promotion Corporation**

### **1. Scientific Programme/Recruitment.**

(1) Last year we carried out significant recruitment in the Neuroscience field and made a good start appointing principal investigators in the field of mathematical and computational biology. We will continue recruitment in this area as we have new accommodation for a few groups in remodeled space in the Seaside House. Our available laboratory space is now almost fully occupied, and we cannot do anything more in experimental science until we have the new buildings, scheduled for March 2009. However, since appointments take 12-18 months for successful completion we will begin recruiting for the Primate Neuroscience Centre in the late summer of 2007 in order to have some of the main scientists in place before the completion of the building operations. This will be carried out by wide advertisement in an effort to maintain and expand international participation in OIST.

(2) We delayed the progress reviews of the early IRP Principal Investigators in order to give them maximum time for research achievement since much time was initially consumed in setting up operations in Okinawa. However, these reviews will be carried out in this FY with others following. The procedure to be followed was outlined in last year's plan.

2. **Dissemination of Research Results.**

We published a second annual report which includes the scientific papers and other publications by members of OIST. We will continue these methods of disseminating the results of our research. Many lectures, both here and abroad, have been given by our scientists and we have also enhanced our public relations with the Okinawa community. We will expand these activities in this fiscal year.

3. **Education and Training Activities.**

As detailed in the annual report, we held numerous workshops last fiscal year, both general and specific to our developing scientific interests. The very successful School of Computational Neuroscience will be continued. It has become one of our major educational activities with students from universities all over the world. In this and subsequent years we will expand the opportunities for students to take the course for credit.

4. **Preparation Work for the Foundation of the University.**

Last year we proposed having a meeting on “Graduate Education in Science and Technology” to explore possible forms for the University. This was cancelled, partly because our Board of Governors did not lend it support and partly because it became evident that many other matters require to be settled before we can embark on a detailed

planning exercise. The President will take the main direct responsibility for resolving the issues as it is essential now not only to have a plan but also a clear-cut timetable for achieving it.

In the meantime, we will continue the development of an academic organization so as to achieve scientific coordination of our activities. At the moment, we are essentially a group of PI-led laboratories working in related fields. There is agreement that we should not have departmental structures, but we need to bring people together in more specialized disciplines mainly for educational matters. Although we do have COPI (Committee of Principal Investigators) its membership will soon be too large. We will therefore now set up three faculties: Faculty of Neuroscience, Faculty of Mathematical & Computational Sciences and the Faculty of Molecular Sciences. PI's can be members of more than one area.

5. **Construction of Facilities.**

(1) We will commence the acquisition of privately owned land adjacent to the forestry road beside the main campus, and will continue negotiations with the owners of two parcels not yet acquired in the Grand Park zone.

(2) The 1<sup>st</sup> Phase of the Site Preparation works will be completed in the first half of the year and we will bid and commence construction of Lab 1 and the Central Building on this site in the second half of the year.

(3) Early in the fiscal year, we will bid and commence construction of the 2<sup>nd</sup> Phase of the Site Preparation works, and complete the site area for Lab 2 by the end of the year.

(4) As improvement works on the Grand Park Line local road will commence in FY2008, it will be necessary to secure a construction vehicle route within the campus site which requires construction of Bridges 5, 6 & 7.

(5) It has been proposed to utilize the PFI process for development of the residential facilities in the Village Zone. Study on the feasibility of this approach will continue.

[Note] PFI = Private Finance Initiative

(6) The design and construction of a few guest residences will be commissioned on the Seaside Campus site, as shown in the Master plan.

## 6. **Administrative & Financial Matters.**

(1) We will continue the reorganization of the administrative and research divisions to ensure smooth transition to planned expanded operations.

(2) We will have all current rules and regulations checked by a legal consultant and revise them by addition or amendment to ensure compliance. All procedures for construction works and procurement will be improved from the point of view of

documentation, cost reduction and transparency. Competitive bidding will be employed rather than negotiated contracts.

(3) Budget management of the research operations will be improved by introducing a new system of classification separating committed expenditure on salaries and large capital items from recurrent costs. Monitoring of the latter will be made available by modifying the ERP financial database system.

[Note] ERP = Enterprise Resource Planning

(4) Outsourcing of certain services will be considered especially when there is a cost reduction and increase in efficiency.

(5) We will continue to recruit more qualified technical and administrative support staff to develop the Corporation.

(6) The Annual Performance Evaluation of employees will be improved, made regular and with the necessary documentation.

(7) Public relations will be developed by improvements in the Home Page to reflect current activities in a timely fashion for both researchers and the general public. Leaflets and other printed matter will be updated; and we will release regular news letters.

(8) We will establish proper procedures to deal with requests for information disclosure and press conferences will be held, whenever appropriate, to disseminate correct information to the public.

(9) Management of workshops, seminars, and the use of the Seaside House facility will be centralized to increase efficiency.

7. **Board Matters.**

(1) The President will work with the Board of Governors to develop a plan and timetable for the development of the research and graduate educational activities of OIST.

(2) Two meetings of the Board are planned for the current fiscal year, including a meeting that will be held in Okinawa.