

**CENTER OF JAPAN SOCIOLOGY RESEARCH  
INDONESIA UNIVERSITY OF EDUCATION**

**A. Background**

To encounter the challenges of global era, Indonesia needs strong human resources with steady professionalism in specific field, proficiency in source and target language, and also understanding of the country culture. As an example, Indonesia – Japan economic cooperation demands Indonesian to not only be proficiency in Japanese language but also understand the Japanese culture. It can be attained if there is an educational institution of Japanese which is professionally managed by the experts of both countries, Indonesia and Japan.

Nowadays, Indonesia – Japan cooperation branches out of many sectors of Indonesian life. It influences whether directly or not, the numbers of people who are interested in Japanese. Furthermore, it emerges several Japan research centers in Indonesia. Nevertheless, the existing Japan research centers focus on the research study of Japan globally with a vast point of view. From what we know, the existing Japan research centers in Indonesia are not to be very attentive in education sector, whereas education is an important factor in its connection to the quality of human resources. They are less attentive in the research studies of language education field and Japanese language education itself. Thus, the recent development demands us to form Center of Japan Sociology Research that will inquire, design, and publish many findings in Japan sociology as the reflection of

vision and mission of Indonesia University of Education. At least, the Center of Japan Sociology Research will be aimed to do research and development in Japan sociology education books for generally and specific purposes, development in printed and electric teaching materials, and development in other relevant fields.

According to Indonesian University of Education AD/ART paragraph 1 article 7, a research center is a unit to support the organization of academic and non academic activities that are managed by the faculty, department, or directorate. Accordingly, the existing of the Center of Japan Sociology Research technically becomes the responsibility of Indonesian University of Education Rector in this case Co Rector of Academic and Students. Thus, this research center is a supportive institution that will contribute to the quality of academic and non academic of the university.

## **B. Vision, Missions, Functions, and Principle Duties**

### **1. Vision**

The Center of Japan Sociology Research develops human resources to be good at intellectual, emotional, and spiritual, and be well competence in mastery the knowledge that is relevant to Japan education.

## **2. Missions**

1. Implement research in Japanese and Japanese teaching through all the level of education, formal and informal.
2. Investigate and develop Japan sociology in various Japanese branches of science.
3. Apply training and certifying Japanese teachers.
4. Be an information center of Japan sociology in Indonesia.

## **3. Functions**

1. Study, design, and publish many findings in Japan sociology as the reflection of vision and mission of Indonesia University of Education.
2. Study and develop Japan sociology education books for generally and specific purposes, development in printed and electric teaching materials, and development in other relevant fields.
3. Publish the Japan sociology research findings and other relevant findings.

## **4. Principle Duties**

According to Indonesia University of Education AD/ART paragraph 53, article 1, the main duties of a Research Center are:

1. Upgrade the quality of students' learning and practice, the research studies, and the development of science and the dedication to the society.

2. Manage the research center facilities for the purpose of work division development, production division and research division development, and the purpose of other academic developments.
3. Run the activities to guarantee the academic quality.

### **C. Organization Structure**

This Center of Japan Sociology Research is managed by the team that consists of a head who will be assisted by some people each of whom will be chief of division. Division is aimed to be the coordinator and facilitator of specific field as clearly can be seen below:

Responsible : Rector of Indonesia University of Education

Founder : Co Rector of Academic and Students

Head : .....

Secretary : .....

Treasurer : .....

Divisions :

1. Division of Research and Development : .....
2. Division of Education and Training : .....
3. Division of Publication : .....

It schematically can be illustrated as follows:

Rector of Indonesia University of Education

Co Rector of Academic and Students

Head of research Center

Secretary

Treasurer

Divisions

Division of Research and Development

Division of Education and Training

Division of Publication

Notes:

\_\_\_\_\_ : direct relation

..... : Indirect relation (coordinately)

#### **D. Job Descriptions**

Based on the principle duties of a research center as mentioned above, the head of research center with secretary's tasks are: (1) upgrade the students' quality of learning and practice, research and development in Japanese language,

Japanese teaching, and the dedication to the society; (2) manage the facilities of research center well; (3) run the activity that can guarantee the academic quality.

To fulfill the principle duties above, they are technically assisted by three divisions: (1) Division of Research and Development; (2) Division of Education and Training; and (3) Division of Publication.

The job descriptions of each division can be seen below:

1. *Division of Research and Development* works in considering, studying, and coordinating the research studies that are conducted by Indonesia University of Education academicians, and proposing cooperation with other party to collaborate in conducting research. The topics of the research are related to the study of Japan sociology and the language and the culture of Japanese.
2. *Division of Education and Training* is aimed to conduct trainings, workshops, seminars, certifications and similar activities to advance participations' professionalism and understanding in both formal and informal Japan education.
3. Division of Publication has to inform all the research finding and activities to public through journal or periodic publication.

According to the organization structure and job description above, the Center of Japan Sociology Research mechanism shows various activities held in the research center area are the responsibility of the Head/Secretary of Research

Center that will be the conducted by the relevant divisions. Each division must only be responsible of their certain field.

However, each of division head has the authority to take operational policy related to their duty based on the benefits that might be taken by a lot of people around the university. Strategic decision is taken in the meeting or by the head of research center, especially the urgent policy.

### **E. Activities Planning**

Based on previous explanation, the activities are generally as follows:

No	Policy Program	Activities
1.	Education	1. Conduct academic seminars and workshops, compiling teaching materials and modules; <ul style="list-style-type: none"> <li>- Training of senior high school Japanese teachers, and those who are interested in Japan sociology</li> <li>- Training of young Japanese lecturers</li> </ul> 2. Develop institutional cooperation to improve the quality of human resources at local, national, and international level.
2.	Research and Development	1. Publish scientific research journals 2. Conduct research studies in language, culture, and aspect of Japan sociology, etc. 3. Develop multi media Japanese language and culture teaching
3.	Elaboration of Work	1. Build the center of expertise and institutional consulting 2. Build the center of human resources education and training
4.	Improvement of University Image	Hold seminars or national and international conferences.