

List of Person in Charge, the Research Office at OIC

I . Research Promotion Section

(Research Development & Industrial Collaboration Management)

1. Persons who are in charge of Research Institutes and Research Centers	The Research and Development Institute of Regional Information	Oura (Ms)
	Research Center for Innovation Management	Hirauchi (Mr)
	Research Center for Medical and Healthcare Management	
	Research Center for Design Science	Uji (Ms)
	Center for Global MOT Research	
	Ritsumeikan Inamori Philosophy Research Center	Hirauchi (Mr)
	Research Center for Sustainability Science	Oura (Ms)
	Research Center for Cognitive Sciences	Uji (Ms), Matsuguchi (Ms)
Asia-Japan Research Institute	Kawamura (Ms), T. Ueda (Ms)	
2. Application for Research Grant Programs and Industry-University-Government Collaborations	Faculty of Policy Science	Oura (Ms)
	Faculty of Business Administration	Hirauchi (Mr)
	Graduate School of Business Administration (MBA)	Hirauchi (Mr)
	Graduate School of Technology Management (MOT)	Uji (Ms)
	Faculty Comprehensive Psychology, Graduate School of Human Science	Uji (Ms)
	Faculty of Global Liberal Arts (GLA)	Kawamura (Ms)
	Procedure for External Fund	loi (Ms)
3. Ritsumeikan University-Funded Research Programs: "Advanced Research Programs"	Program for Research Institute Mission	Person in charge of each Research Institute
	Program for R-GIRO Research	Uji (Ms), T Ueda (Ms)
	Program for Asia-Japan Research Development	Kawamura (Ms), T.Ueda (Ms)
	Program for Promotion of and Collaboration on Specific Research (ANU, Cornell University)	Kawamura (Ms)
	Academic Development Leave for Faculties	Bungo (Ms), Suzuki (Mr)
	-KAKENHI acquisition promotion	Shibamoto (Ms), Suzuki (Mr)
	-Program for International Dissemination of Research Results	
	-Program for Overseas Travel Support	
	-Program to Support the Submission of Academic Papers in English	
	-Program to Support Short-Term Hosting of Researchers from Overseas	
	-Program to Support the Creation of Websites in Foreign Languages	
	-Program for Promotion Adoption of JSPS Fellows	
	-Senior Researcher Program	
-Program for International Dissemination of Research Results		
-Operational Grant for Academic Conferences in Ritsumeikan		
-Operational Grant for Academic Conferences(facility use fee waivers)		
-Research Assistant System		

Online Management System: e-Rad

Required Registration for the Competitive Funding System run by Japanese ministries and agencies and other open research funding systems e.g. KAKENHI

4.e-Rad The Cross-Ministerial Research and Development Management System	Any Inquiries concerning registrations	Kinari (Ms)
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Researcher's Database

5.Ritsumeikan University Researcher's Database	Any Inquiries concerning registrations	Kinari (Ms)
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II. Accounting Section

Note that we manage your research funds by types of budgets as follows:

6.Spending and Management of Research Funds	KAKENHI	Executive Office	Nakao (Ms)	Tanaka (Mr)
		Business Administration, MOT, MBA	Bungo (Ms)	
		Policy Science, Comprehensive Psychology, Human Science, Asia-Japan	S.Ueda (Ms)	
		GLA, R-GIRO, Language Education, Institute for General Education	Sato (Ms)	
		Grant-in-Aid for Publication of Scientific Research Results	Nakao (Ms)	
	Other Public Research Funds	Bungo (Ms)	Suzuki (Mr)	
	External Funds from Private Sectors	Sadahara (Ms)		
	Individual Research Allowances	Business Administration, Comprehensive Psychology, Human Science, GLA,MBA,MOT		Masutani (Ms)
		Policy Science		Katada (Ms)
	University Research Funds (Advanced Research Programs)	-Program for Research Institute Mission, -Program for R-GIRO Research, - Program for Asia-Japan Research Development, -Program for Promotion of and Collaboration on Specific Research (ANU, Cornell University)		Katada (Ms)
Academic Development Leave for Faculties		Bungo (Ms)		
-KAKENHI acquisition promotion -Program for International Dissemination of Research Results -Program for Overseas Travel Support -Program to Support the Submission of Academic Papers in English -Program to Support Short-Term Hosting of Researchers from Overseas -Program to Support the Creation of Websites in Foreign Languages		Shibamoto (Ms)		

	<ul style="list-style-type: none"> -Program for Promotion Adoption of JSPS Fellows -Senior Researcher Program -Program for International Dissemination of Research Results -Operational Grant for Academic Conferences in Ritsumeikan -Operational Grant for Academic Conferences(facility use fee waivers) -Research Assistant System 	
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III. General Affairs Section

7.Usage of Seminar Room and Meeting Room	Confirmation of vacancy and booking	Ueki (Ms), Kinari (Ms)
8.Equipment of Individual Research Laboratory	Replenishment Order	Ueki (Ms), Kinari (Ms)

IV. Research Ethics

9.Compliance Training, Research Ethics Education	Required procedures for applying and receiving Public Research Funds	Kinari (Ms), Tanaka (Mr)
10.Research Ethics Reviews	Procedures for the Ethics Reviews (Main Executive Office: Kinugasa Research Office)	Chang (Ms), Kakami (Mr)

V. Journal Editorial Support Offices

11. Journal Editorial Support Offices	The Society of Business Administration of Ritsumeikan University	Matsuguchi (Ms), Asano (Ms)
	Ritsumeikan University Policy Science Association	loi (Ms)

Contact: Research Office at OIC (8th Floor, Co-Lab. BLDG.A at OIC)

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Weekdays 9:00-11:30, 12:30-17:30

Due to the general meeting, the office will be closed between 14:00 and 15:00 on every Wednesday.