

## STRATEGIC PLANNING DEPARTMENT

**Chair:** NAGAHAMA, Yoshitaka  
**Vice-Chairs:** UENO, Naoto  
 MOROHASHI, Ken-ichirou  
 NISHIMURA, Mikio  
**Professor:** WADA, Masamitsu  
**Associate Professor:** KODAMA, Ryuji  
**Postdoctoral Fellow:** KURATA, Tomoko  
**Technical Assistants:** MAKIHARA, Nobuko  
 MUKOHDA, Yasuyo  
 OTA, Misaki  
 TANAKA, Megumi  
 EMDE, Jason R.

The Strategic Planning Department was founded in April 2005 to be a central office for efficient management of cooperational activities with other organizations, distribution of scientific information to the public, planning and managing of conferences, workshops and other extramural activities and planning a long-range strategy of the institute.

## The main activities of the Department in 2006

### 1) Supporting international conferences

On-line registration, web page construction, brochure editing, hotel reservation, meal and party arrangement, photographic recording, etc for international conferences held in NIBB (Table 1).

### 2) Management of education-related programs

Internship Program 2006

Preparations for the First International Practical Course (Jan. 2007)

### 3) Press Release

News on scientific achievement are sent to newspaper and magazine reporters via e-mail and password protected web page.

### 4) Editing of publications

Bulletin of NIBB 2006 (in Japanese)

Annual Report of NIBB 2006 (in English, with proof reading)

### 5) Production of posters and leaflets

Design and distribute posters for international conferences and advertisements for entrance examination of graduate school (Figure1)

### 6) Updating and maintenance of NIBB web page

### 7) Publication of "NIBB News"

(Intra-institutional newsletter in Japanese)

### 8) Maintenance of the achievement archives of NIBB

### 9) Assisting visitors (in collaboration with Technical Division)

Table 1. International conferences managed by Strategic Planning Department in 2006

Meetings	Date	Title	Organizer
52nd NIBB Conference	January 20-23, 2006	Reproductive Strategies	M. Hoshi
3rd Okazaki Biology Conference	March 12-17, 2006	Biology of Extinction 2	T. Yahara C. Roberts
2nd NIBB-EMBL Symposium	March 22-24, 2006	Frontiers in Bioimaging	N. Ueno J. Ellenberg
53rd NIBB Conference	June 14-17, 2006	Dynamic Organelles in Plant	M. Nishimura
4th Okazaki Biology Conference	September 10-15, 2006	Terra Microbiology 2	K. Kato D. J. Arp
4th NIBB-EMBL Symposium	December 3-5, 2006	Biology of Protein Conjugation - Structure and Function -	Y. Ohsumi W. Weissenhorn

Figure 1. Examples of posters and abstract books produced by Strategic Planning Department in 2006

