

**Guidance: Ver. 17 October 2024**

---

# **RENKEI UK/Japan researcher catalogue**

## **Purpose**

The catalogue has been created to support RENKEI member institutions and researchers to identify opportunities for research and other collaborations, outside of core RENKEI activities. It is intended to provide helpful references members can use to approach each other for starting conversations, and to search for more information made available on online databases.

## **What information does the catalogue provide?**

Current RENKEI members as of October 2024 are asked to provide data to populate the first iteration of the catalogue. From past RENKEI members, Osaka University will be invited to provide data if they wish, as they served a key role in the creation of the catalogue.

### **Institution level information of RENKEI member institutions**

- Areas and topics members are interested in collaborating/discussing with other RENKEI institutions.
- Institutional coverage of research areas.
- < optional > Existence of internal schemes/funding to support UK-Japan collaborations.
- < optional > International partnerships/consortium memberships other than RENKEI.

### **Researcher information**

- Researchers with an interest in UK-Japan research collaboration and research areas/topics.



<https://bit.ly/BC-RENKEI>

## Who can access the catalogue?

A link to the latest version of the catalogue will be shared to current RENKEI members through their RENKEI coordinators. Past RENKEI members may access the catalogue by contacting the secretariat (through their coordinator).

## How to use this catalogue

The catalogue is managed by the RENKEI secretariat as a macro-enabled excel file.

## Adding information

The RENKEI secretariat will provide an excel file to the RENKEI coordinators for them to coordinate data gathering for their institutions (the template file will also be placed in the SharePoint folder shared with RENKEI coordinators).

Additionally, a Microsoft Forms is available for members wishing to ask their researchers to input information individually. The link for data input is: <https://bit.ly/RENKEI-RC1>

The secretariat will collate the gathered information into the catalogue.

## Finding information

The catalogue has been designed on the assumption that the 'filter' function and/or the 'find' function will be utilised.

## Revisions

- Wholesale revisions to this catalogue are not planned at this stage. It is expected ad-hoc revisions will be made at the following timings:
  - When a new member institution joins the consortium.
  - When an add/remove/edit request is submitted.
- As one of the main aims of this catalogue is to create opportunities for research collaboration through providing information, there are no plans to remove researchers from this catalogue unless removal requests are submitted. This includes listed researchers at institutions that are no longer RENKEI members (their status/category will be changed to 'RENKEI network').
- Any institutions that leave the consortium will be asked whether they wish to remain on the catalogue at the point of their departure.

## Annual review

- To achieve a minimum level of data integrity, current RENKEI members will be asked to review and confirm no changes to their data once a year.
- RENKEI fellows will be sent annual review reminders individually.
- Past member institutions will also be sent the annual review reminder (unless they have opted to remove all information at time of departure).

## Definitions

### Researcher status/categories

Researchers are attributed one of the following three status/categories:

- RENKEI member (current member)
- RENKEI fellow (researchers who have been awarded RENKEI grants at any point in time)
- RENKEI network (researchers of past RENKEI member institutions etc.)

### Researcher career profile

Profiles reference the European Commission's communication "Towards a European Framework for Research Careers":

[https://euraxess.ec.europa.eu/sites/default/files/policy\\_library/towards\\_a\\_european\\_framework\\_for\\_research\\_careers\\_final.pdf](https://euraxess.ec.europa.eu/sites/default/files/policy_library/towards_a_european_framework_for_research_careers_final.pdf)

Further descriptors are provided in the catalogue.

### Research areas and disciplines

These reference KAKEN categorisation:

<https://www-kaken.jsps.go.jp/kaken1/keywordListEn.do>

## Any questions

Contact the RENKEI secretariat by email at < [renkei@britishcouncil.or.jp](mailto:renkei@britishcouncil.or.jp) >.