

FINAL DESIGN STUDY REPORT

TELECOMMUNICATIONS PROJECT

FOR THE JAPANESE LANGUAGE

TECHNICAL UNIVERSITY

THE REPUBLIC OF INDONESIA

SEPTEMBER 1975

INTERNATIONAL COOPERATION AGENCY

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BASIC DESIGN STUDY REPORT  
ON  
THE ESTABLISHMENT PROJECT  
OF  
THE CENTER FOR JAPANESE LANGUAGE  
AT  
PADJADJARAN UNIVERSITY  
IN  
THE REPUBLIC OF INDONESIA

OCTOBER 1985

JAPAN INTERNATIONAL COOPERATION AGENCY

国際協力事業団	
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## PREFACE

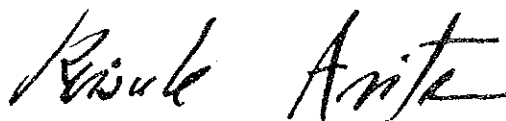
In response to the request of the Government of the Republic of Indonesia, the Government of Japan decided to conduct a Basic Design Study on the Establishment Project of the Center for Japanese Language at Padjadjaran University and entrusted the study to the Japan International Cooperation Agency (JICA). JICA sent to Indonesia a study team headed by Mr. Kaoru HATA, Second Southeast Asia Division, Asian Affairs Bureau, Ministry of Foreign Affairs, from June 26 to July 18, 1985.

The team had discussions on the Project with the officials concerned of the Government of Indonesia and conducted a field survey in Bundung area. After the team returned to Japan, further studies were made and the present report has been prepared.

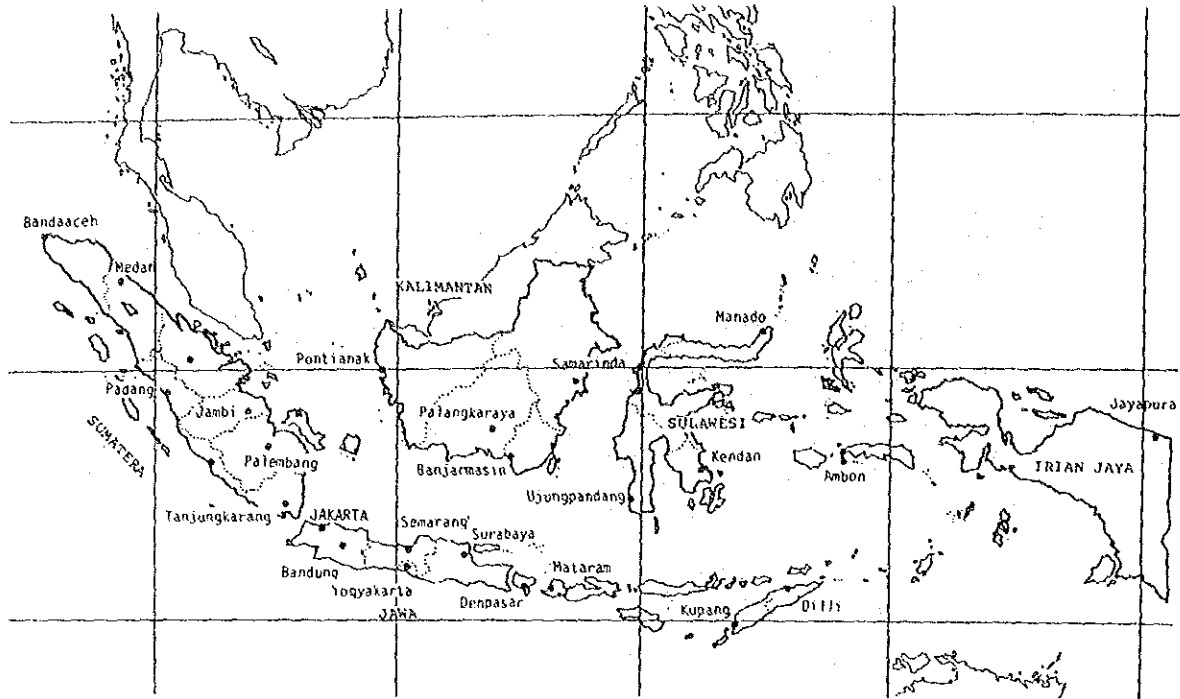
I hope that this report will serve for the development of the Project and contribute to the promotion of friendly relations between the two countries.

I wish to express my deep appreciation to the officials concerned of the Government of the Republic of Indonesia for their close cooperation extended to the team.

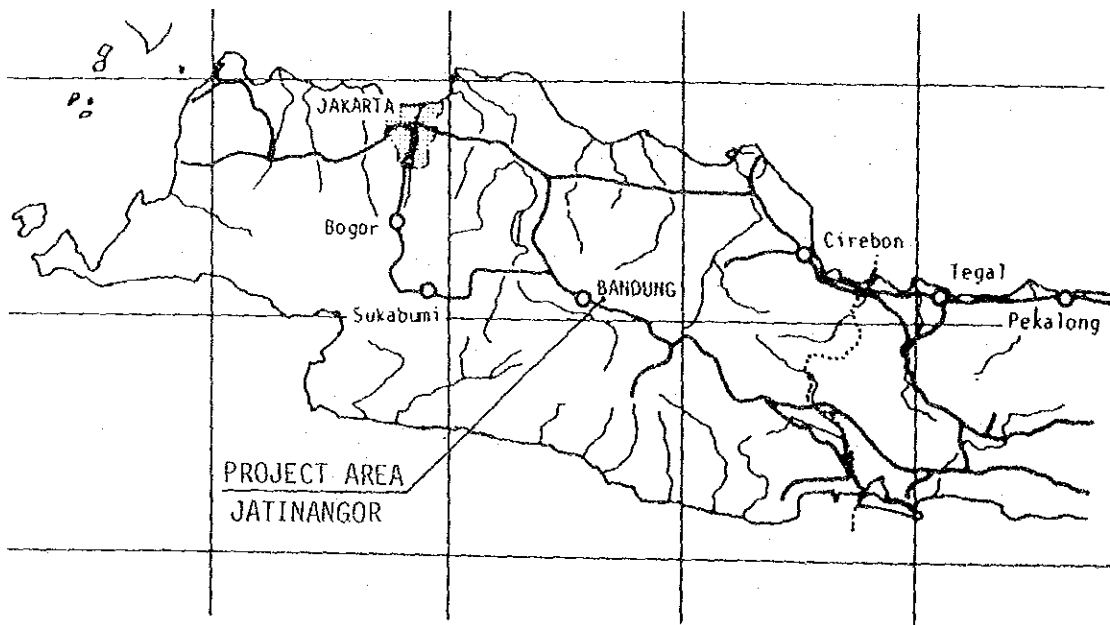
October, 1985



Keisuke Arita  
President  
Japan International Cooperation Agency



MAP OF INDONESIA

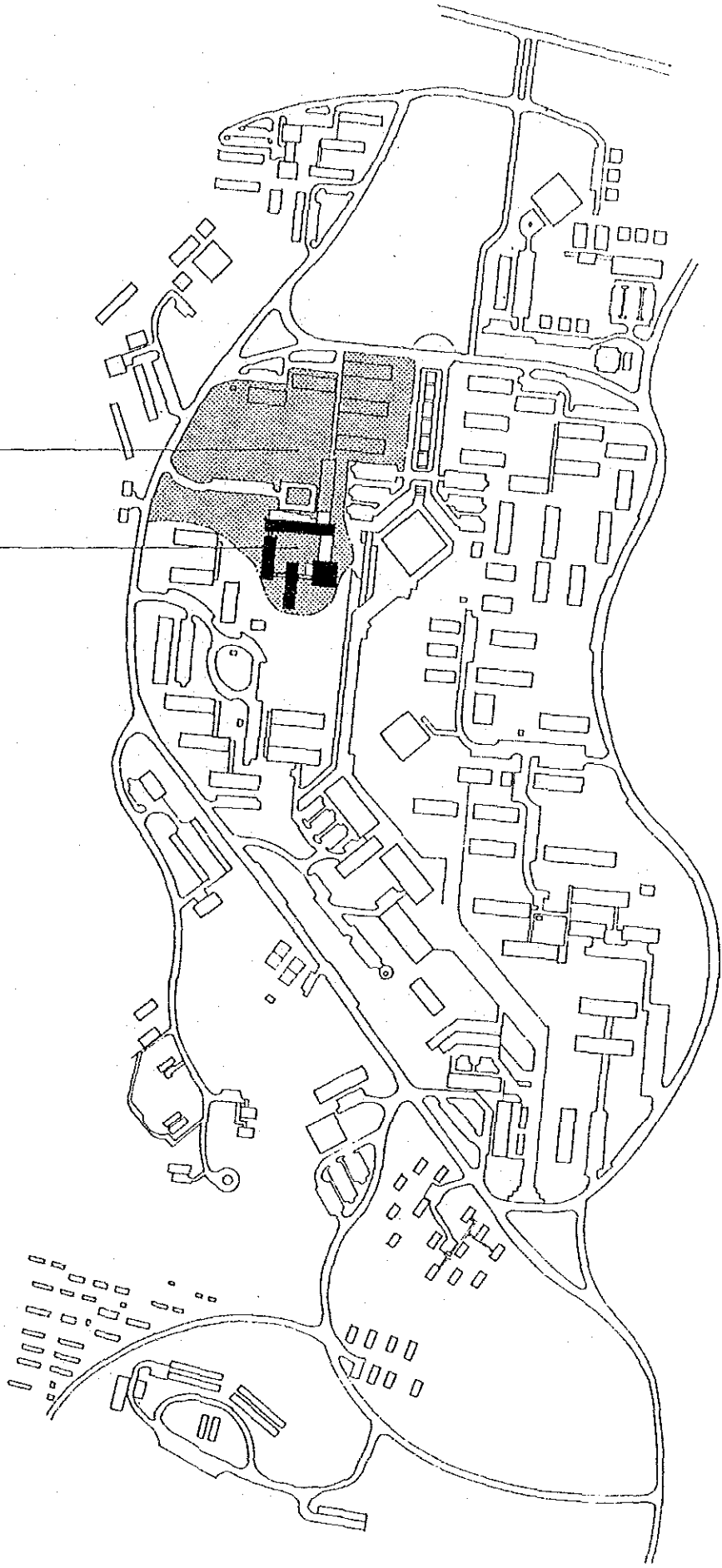


MAP OF WEST JAWA



The Center for Japanese Language

The Faculty of Letters



Padjadjaran Univ. Campus at Jatiningor Site Plan S = 1:57,000

## SUMMARY

The Republic of Indonesia and Japan have recently maintained very close relations in the fields of not only politics and economy but also culture and education.

The promotion of mutual understanding becomes an indispensable element for the people of both countries to further enhance such close ties toward the 21st century.

The studies of Japan have become popular recently in Indonesia. With increasing demand for the study of the Japanese language to acquire Japanese related data, information, etc., the number of Japanese language institutions in various fields has also been increasing. Looking at the situation of the Japanese language study in Indonesia, however, the propagation of the Japanese language has been hindered by the shortages of facilities, equipment, teaching materials, and instructors as well as by unestablished teaching methods.

For these reasons, the Government of Indonesia decided to establish "the Center for Japanese Language", which aims to encourage Japanese language education and to propagate the Japanese language in Indonesia to lay the foundation for mutual understanding of both countries and for the spread of accurate information about Japan among Indonesian people. The Government of Indonesia selected Padjadjaran University, the most prestigious institution for Japanese language education in Indonesia, to provide the Center as annexed facilities of the University.

Carrying out the Campus Removal Plan under the Fourth Five-Year National Development Plan (REPLITA IV 1984-1989), Padjadjaran University has a plan to expand the whole campus and the Japanese Language and Literature Course to enrich Japanese language study.

The new campus of Padjadjaran University, or the proposed site of the Center, is located at Jatinangor, 20 km east of Bandung City, which is expected in the Development Plan to be an academic city.

Taking the above background into account, the Government of Indonesia requested a grant aid from the Government of Japan for the establishment of the Center for Japanese Language. At the request of

the Government of Indonesia, the Government of Japan decided to conduct a basic design study for this Project and Japan International Cooperation Agency sent a study team to Indonesia in June, 1985. The study team discussed with the officials concerned of the Government of Indonesia, investigated the proposed construction site, and collected data and information. After analyzing these activities and materials in Japan, the Study Team planned the details of the Project as follows.

The activities of the Center are as follows.

- 1) To expand the activities of Japanese language education and study now being conducted by the Japanese Language and Literature Course of Padjadjaran University and to fulfill the University's function as a leading institution of this field in Indonesia.
- 2) To develop and propagate the teaching methods and materials necessary to popularize the Japanese language, concurrently train and upgrade instructors.
- 3) To open to general citizens various courses of the Japanese language for the purpose to propagate the Japanese language.
- 4) To collect and provide documents and information about Japan and simultaneously, to hold seminars and symposiums to propagate the basic knowledge of Japan.
- 5) To hold various activities to promote the understanding about Japan.

The facilities of the Center for the above activities are summarized as follows.

Proposed Construction Site:

A block of the New Campus of  
Padjadjaran University,  
Jatinangor, Cikeruh, Sumedang

Site Area:

7,500 m<sup>2</sup>

Facilities:

Buildings	Structure	Stories	Floor Area
1) Admi./Research Bldg.	RC and partially steel	2	1,021 m <sup>2</sup>
2) Educational/Library Bldg.	"	2	808 m <sup>2</sup>
3) Training Bldg.	"	2	714 m <sup>2</sup>
4) Multipurpose Hall	"	2	600 m <sup>2</sup>
5) Others (connecting corridor)	"	1	
Total Floor Area			3,143 m <sup>2</sup>

Equipment: Projector, Copying machine, Printer, VTR, etc.

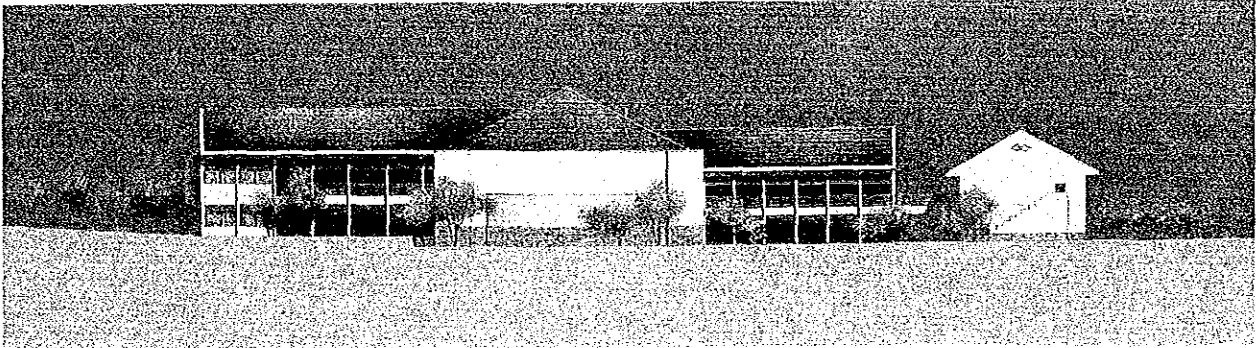
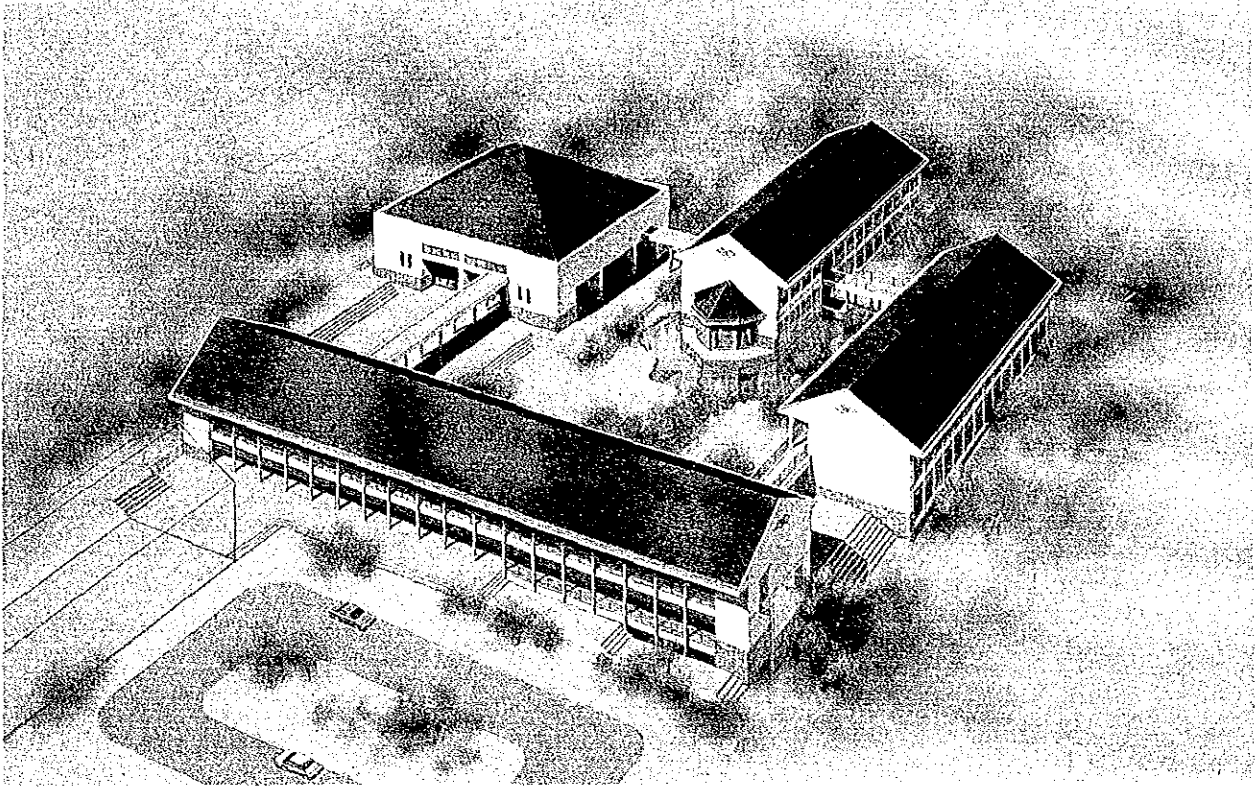
Annexd Facilities: None

Term of Work: 15 months after the conclusion of E/N

The main implementation body of this project is Padjadjaran University under the jurisdiction of the Directorate General of Higher Education, the Ministry of Education, which is also in charge of operation and maintenance of the facilities after completing the Project.

The implementation of "the Establishment Project of the Center for Japanese Language," as a central organ for Japanese language study, will promote Japanese language study and education, spread accurate knowledge of Japan, and deepen the understanding of Japan among Indonesian people as well as strengthen the friendly relationship of both countries. Therefore, it has great significance and will yield a noticeable effect from implementation of this project by Japan's Grant Aid.

Japan's Grant Aid provides funds necessary for the facility construction and equipment procurement for this project. To further develop the activities of the Center, however, it is highly desired to efficiently utilize its facilities and equipment and advance Japanese language study into the studies of Japan in the future with the results attained through the Center's activities as a stepping-stone.





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## CHAPTER 1 INTRODUCTION



## CHAPTER 1 INTRODUCTION

The Republic of Indonesia and Japan have been recently enjoying very close relations in not only political and economical fields but also in the fields of culture and education. With increasing relations between both countries, promotion of mutual understanding of the peoples of both countries is becoming an indispensable element to secure and deepen the close ties between the two countries toward the next century.

In consideration of such situations, and for the further development of friendly relations between both countries, it is becoming more important to promote Japanese language study and education, and to popularize the Japanese language as an important measure for the propagation of the knowledge regarding Japan and to deepen mutual understanding.

Recently, the studies of Japan are becoming more active in Indonesia, and especially the teaching of Japanese language is being performed in universities, high schools and government offices as well as private companies. However, on the situation of Japanese language education, Indonesia has problems such as shortages of facilities, teachers and educational materials, and, further, the status of unestablished educational methods. Such conditions have been an obstacle for the propagation of Japanese language.

On the other hand, Padjadjaran University in Bandung City has the longest history of Japanese language education among many Japanese language educational organizations in Indonesia and has been keeping the highest position of Japanese education in Indonesia today, maintaining honor and distinction with its efficient staff. The University is now executing the Removal Plan of Campus in accordance with Bandung Raya (Great Bandung Area) Development Project based on the Fourth National Development Five-Year Plan (1984 - 1989). Taking this opportunity, the University is planning to consolidate and expand the facilities of the University, including expansion of the Japanese Language and Literature Course of the Faculty of Letters and to perfect the study and education of Japanese language.

In consideration of the above background, the Government of Indonesia plans to establish a center for Japanese language, and requested a grant aid from the Government of Japan for the execution of this project.

At the request of the Government of Indonesia, the Government of Japan decided to conduct a basic design study on the Establishment Project of the Center for Japanese Language (hereinafter referred to as the Project). Japan International Cooperation Agency (hereinafter referred to as JICA) sent a study team headed by Mr. Kaoru HATA, Second South East Asian Division, Asian Affairs Bureau, Ministry of Foreign Affairs, to Indonesia for twenty three days from June 26 to July 18, 1985.

The study team discussed with the officials concerned of the Indonesian Government and Padjadjaran University, investigated the proposed site for the Project, collected data, etc.. In relation to the Project, basic items among the contents of the discussions during the period of the investigation were condensed into minutes after confirmation by both sides, and signatures were exchanged between the Indonesian party and the study team (Refer to Appendix 1-3, Copies of Minutes).

The study team performed analysis and study of the investigation results after returning to Japan, and the results were compiled as a basic design study report (draft final report). A study team headed by Mr. Hideo YASUKI, Grant Aid Project Management Department, JICA, visited Indonesia again to explain the draft report, to discuss with officials concerned of Indonesia and to make confirmation on the Project (Refer to Appendix 2-3, Copies of Minutes).

This is a report based on the above draft final report and compiling the results of the basic design study of the Establishment Project of the Center for Japanese Language at Padjadjaran University in Indonesia.

## CHAPTER 2 BACKGROUND OF THE PROJECT



## CHAPTER 2 BACKGROUND OF THE PROJECT

### 2-1 Japanese Language Education in Indonesia

#### 2-1-1 History of Japanese Language Education

It was only after the Second World War, and in the later half of the 1950s, that real Japanese language education began to be presented by various educational organizations in Indonesia.

The Japanese language education in Indonesia was substantially started in 1958 with the establishment of the Japan Culture Academy in Jakarta, which is operated by the MURADY SAKURA Foundation. The Academy presented Japanese language education to the general citizens.

In 1961, a Japanese language course was opened in the Foreign Language Academy in Bandung. This Academy was amalgamated to the Faculty of Letters of National Padjadjaran University in 1963, and has been developed consistently as the central educational school of Japanese Language up to the present.

In 1964, Japanese language courses were also established in National Bandung University of Education in Bandung and National Manado University of Education in Manado, and the education of high school teachers in the Japanese Language was started. The Japanese language courses at these educational universities were opened because the Ministry of Education and Culture added Japanese language to the high school education as an optional foreign language in 1962.

In the late 1960, Japanese language courses were opened in high schools centered in Bandung City of West Java as an optional foreign language. Further, a Japanese Literature Course was also opened in the Faculty of Letters of Indonesia University in 1967. Japanese studies and education rapidly spread in universities, colleges, high schools, and civilian circles.

The Japanese language is presently being taught as a second optional foreign language (Refer to Table 2-1) in several high schools centered in Bandung besides Indonesia University and Padjadjaran University. Many public Japanese language educational organizations for the general public are in large cities such as Jakarta and Bandung,

and it is assumed that about 30,000 people are concerned with the Japanese language in West Java.

In government offices, the learning of Japanese language is becoming prevalent recently, and the Indonesian Science and Technology Agency offers a Japanese language class in addition to English, French and German language within the offices for their staffs. The government and many private companies are eager to learn the Japanese language for the introduction of Japanese technology.

Further, the Ministry of Education and Culture stated, while starting the Fourth National Development Plan in 1984 (REPLITA IV), the foreign language education and study in the universities shall strongly be promoted in the future.

As for the foreign language education in high schools, a tentative plan is being disclosed that English shall be left compulsory as in the past, and optional foreign languages shall be limited to the four languages of French, German, Arabic and Japanese.

## 2-1-2 Present Conditions of Japanese Language Education

Japanese language educational organizations in Indonesia are classified into universities and academies (colleges), high schools and others.

### (1) Japanese Language Education in Universities and Academies (Colleges)

A total of 43 national universities are in Indonesia, and 33 of these are general universities (UNIVASITAS), and the other 10 are universities of education (INSTITUT KEGURUAN DAN ILMU PENDIDIKAN) for fostering teachers of high school.

Among these 33 universities, Japanese language or literature are established as major courses only in Indonesia University and Padjadjaran University. Among 10 universities of education, Japanese language teachers are educated in the three universities of Bandung University of Education (Bandung City), Surabaya University of Education (Surabaya City) and Manado University of Education (Manado City). Among private universities, only the National University has a Japanese Culture Department. Further, Gajamada University is planning



to open a Japanese language course in the Faculty of Letters in fiscal 1985/1986. An academy in Bandung has a Japanese language course, and is scheduled to be raised to a university in fiscal 1985/1986.

The above five national universities and one private university are presently offering a major course of Japanese language, and the other five universities are established with Japanese language education as an optional course. There are colleges with a three years course, called academy in Indonesia, and five of those, including national and private academies, have a major course of Japanese language. In addition to the above, some academies teach Japanese language as an optional course.

On the other hand, reviewing from the number of teachers at the universities as shown in Table 2-1, 2-2, 11 universities teach Japanese language, and the total number of teachers or instructors is 85. In contrast to this number of teachers, the total number of students in these courses is 816, making the number of students per teacher 9.6, and this can be said to be a rather good condition. As for the academies (colleges), the number of academies is eight, and 911 students are taught by 41 teachers, making 22.1 students per teacher, and this ratio can also be said to be a permissible range for language education. However, this tolerably appropriate figure of the number of students per teacher in the universities and academies is being maintained by restricting the number of students because of the lack of facilities and teachers, in spite of many students who want to learn Japanese. For example, the Japanese Language and Literature Course in National Padjadjaran University (18 teachers) had more than 1,000 applicants for the admittance of 35 students in 1984.

As for the facilities and equipment, each of the universities is equipped with L.L. classroom, VTR, etc., and seminars and symposiums are held frequently. These universities are very eager in Japanese language education.

As for the teaching materials and text books of university level, teaching materials and text books specially developed for Indonesian students by Japan Foundation, or educational materials and text books prepared by despatched experts for Japanese language education are being used. However, they are not sufficient in quality and quantity

for the needs of the students.

It is strongly desired that the instructors will be educated, and improved, and the method of education and teaching materials will be developed in the future.

## (2) Japanese Language Education in High School

In Indonesian high schools, two foreign languages are taught. English is taught as the first foreign language, and one among French, German, Arabic, Dutch, or Japanese is optional for 2 hours teaching per week. There are 2,700 high schools in total in Indonesia. 70 high schools among these have Japanese language teaching optional courses, and this is 2.6% of the whole. This figure is only 1/10 in the case of German which is being taught in 700 high schools in all Indonesia, and consists of about 26%. In contrast with German, which is taught under the unified curriculum all through the country, Japanese curriculum is not unified yet, and the number of instructors of Japanese language is only 94 and very few in comparison with approximate 800 German instructors.

Japanese language education in high schools is given in 70 schools. However, 24,150 students are learning from 94 teachers as shown Table 2-2. Therefore, the ratio of Students per teacher is 256.91, and this figure is quite unsatisfactory. This results from that there are many people desiring to learn Japanese, and the number of instructors for Japanese language in Indonesia is not sufficient.

In the face of teaching materials, the largest problem for the Japanese language education in Indonesia is the lack of text books of high school level. So far many high schools have received free text books distributed from the Japan Culture Center of the Japan Foundation. However, the stock has run out, and presently Japan Businessman Association in Jakarta has obtained the copyright for text books and has published and distributed them in Indonesia at a low price. In addition to this condition, the curriculum of high schools is not established yet, leaving the problem of high school text books as an important problem to be solved in the future.

Under such circumstances, however, Japanese language education was started in a technical high school in Jakarta, and it is expected that Japanese language education in such technical or commercial high

schools will flourish more in the future. This results from that Japanese language acquireres are required by the enterprises in addition to the technical ability.

### (3) Japanese Language Education in Other Educational Organizations

Japanese language educational organizations for the general public present education to meet the desire of students with various purposes and curriculums in the fields of private enterprises, or government offices. Specially accompanied with the recent desire of the Government of Indonesia, the Japanese language, as a medium of technology transfer, is being taught in government related organizations and training centers of enterprises. As stated above, the Japanese language is taught in the Science and Technology Agency of the Government of Indonesia for its staff, as well as French and German since 1983. A Japanese language class was opened also in the Atomic Power Bureau since fiscal 1984.

As for the Japanese education organization based in Indonesia, the Japan Culture Center of the Japan Foundation (Jakarta) has offered Japanese language education for about 150 members of the general public. Most of the Japanese companies in Indonesia have Japanese language classes for their employees.

In spite of such an increase of educational organizations and the desire of the people to learn the Japanese language, circumstances of Japanese education for the general public are confronted with the difficulties of the lack of teachers and teaching materials as in the case of high schools.

### 2-1-3 Conditions of Japanese Language Students

The number of people learning Japanese in various educational organizations, as stated, is summarized below with the total figure of about 27,400:

Universities	816
Academies (Colleges)	911
High Schools	24,150
Foreign Language Schools	1,225
<u>Other organizations</u>	<u>286</u>
Total	27,388

The actual number of people, including those learning in Japanese classes of private companies and government offices, is increasing. The motivations of these students of the Japanese language were surveyed including students and the general public. The results are as follows.

(1) Students

- 1) The desire to be employed in a Japanese enterprise .....35%
- 2) Because of the interest in Japan .....25%
- 3) Because of the interest in learning language .....25%
- 4) Because of studying about Japan deeply .....15%

(The data are from the survey results in Padjadjaran University, Bandung University and eight high schools)

(2) General Public

- 1) Because of the interest in Japan .....37%
- 2) Because of current work in a Japanese enterprise .....30%
- 3) Because of desire to use Japanese language  
for his job in the future .....18%
- 4) Others .....15%

The occupations of the language students are as follows.

	Full-time Students	Company Workers	House Wives	Others
Elementary class	50%	31%	9%	10%
Intermediate class	18	58	7	17
Advanced class	6	47	18	29
Newspaper class	14	72	0	10

(According to the results of the survey of students of the Japan Culture Center of the Japan Foundation)

One major reason to learn the Japanese language by the students is "the desire to be employed in a Japanese enterprise" or "Because of current work in a Japanese enterprise". It is expected that the intercommunication between Indonesia-Japan will be increased in the future, and the number of students in the general public will be increased accordingly. The ratio of the increase of students and instructors of Japanese language was surveyed for 1980 and 1984, and is as shown in the following table:

	1980	1984	Number Increased	Ratio of Increase
Indonesian instructors	111	304	193	175%
Japanese instructors	34	50	16	47%
Students	17,310	27,388	10,078	58%
<u>No. of students</u> No. of instructors	119.38	77.37		

As shown above, the number of students increased up to more than 10-thousand, and the number of teachers also increased twice as much during the past four years. However, the number of students per teacher is still high as 77.37 students per teacher. It is necessary to foster more instructors and to improve their ability.

Although it is a local organization, an organization of Japanese language teachers, (JALTA - Japanese Language Teachers Association) has been established. It consists of 80 Japanese language teachers comprised of Padjadjaran University teachers and high school teachers of Bandung district. It is expected that Japanese language study and education in Indonesia will actively develop with JALTA as a leader in the future.

Table 2-1 Institutions of Japanese Language in Indonesia

1984

	Names of institution (Type)	Number of Instit.	Number of Staff	Number of Student	Reference
1	Univ. (Specialized in Jpns. Lang. & Lit. 4yrs.)	6	68 (9)	658	National Univ. 5 Private Univ. 1 ( )Experts from Japan
2	Univ. (as second foreign language)	5	17	158	
3	Academic Diploma Course (Jpns. Lang. 3 yrs.)	5	36	706	
4	Language Academy (as second foreign language)	3	5	206	
5	Upper Secondary School (as second foreign language)	70	94	24,150	
6	Jpns. Lang. Class by Indonesian Gov. Agencies	2	7	46	
7	Jpns. Lang. Class by Japanese Gov. Agencies	2	7 (2)	240	( )Experts from Japan
8	Private Jpns. Lang. School	14	70	1,225	
	Total	107	304	27,388	

Source: Mr. Kazuo Shiina, the Japan Foundation

Mr. A. Surachmat, Padjadjaran University, for private Japanese  
language schools

Table 2-2 Japanese Language Teachers in Indonesia

1984

	Name of Institutions (Type)	Number of Student/ Staff	Student per Staff	Staff per Instit.	Experts from Japan
1	College of Jpns. Lang. (Specialized in Jpns. Lang.)	658/68	9.67	11.33	9
2	College of Jpns. Lang. (as second foreign language)	158/17	9.29	3.4	0
3	Academic Diploma Course (Specialized in Jpns. Lang.)	706/36	19.61	7.2	0
4	Academic Diploma Course (as second foreign language)	205/ 5	41	1.66	0
5	Upper Secondary School (as second foreign language)	24,150/94	269.91	1.34	0
6	Jpns. Lang. Class by Indonesian Gov. Agencies	46/ 2	23	1	0
7	Jpns. Lang. Class by Japanese Gov. Agencies	240/ 7	34	3.5	2
8	Private Jpns. Lang. School	1,225/70	17.5	5	0
	Average	-	90.09	2.84	-

Source: Mr. Kazuo Shiina, Japan Foundation

Mr. A. Surachmat, Padjadjaran University, for private Japanese  
language schools

## 2-2 Japanese Language Education in Padjadjaran University

### 2-2-1 Outline of the University

Padjadjaran University was established in September 1957 in Bandung City with only four faculties, namely, the Faculty of Law and Social Sciences, the Faculty of Economics, the Faculty of Teacher Training and Education and the Faculty of Medicine and is presently composed of the following 12 faculties:

Faculty of Law, Faculty of Social and Political Science, Faculty of Letters, Faculty of Communication, Faculty of Psychology, Faculty of Economics, Faculty of Agriculture, Faculty of Animal husbandry, Faculty of Medicine, Faculty of Dentistry, Faculty of Mathematics and Natural Sciences and Faculty of Graduate and post Graduate Studies

Padjadjaran University is one of the leading universities of the 43 national universities. The number of students is 11,847 (as of 1984), and the number of incoming students of the university is 1,650, and the number of graduated students is about 1,300 yearly in recent few years. The number of instructors is about 2,160, and staff supporting them is 1,180. (See Appendix 4-1 ~ 3 for organization, annual incoming and graduating students)

Presently, the university is executing the Removal Plan of Campus in accordance with the Fourth National Development Five-Year Plan (REPLITA IV). Accompanied with this removal plan, future expansion of the facilities and increase of students (total 19,000) are planned.

As indicated by the fact that Padjadjaran University has been the leader of Japanese language education in Indonesia, the University set up Japanese language courses as optional in the Faculty of Social and Political Sciences as well as establishing major courses of Japanese language and literature in the Faculty of Letters. Students presently at the above optional courses are about 60. An optional course was also set up in the Faculty of Communication in this fiscal term (fiscal 1985).



2-2-2 East Asia Literature Course of the Faculty of Letters  
(Japanese Language and Literature Course)

(1) Outline

The faculty of Letters was established in 1959, and presently consists of the following nine courses:

- o Indonesia Literature Course  
(Indonesian language/Indonesian literature)
- o Local literature Course  
(Sundanese language/Sundanese literature)
- o English Literature Course  
(English language/English literature)
- o East Asia Literature Course  
(Japanese language/Japanese literature)
- o West Asia Literature Course  
(Arabic language/Arabic literature)
- o Latin Literature Course  
(French language/French literature)
- o Lerman Literature Course  
(Gernam language/German literature)
- o Slav Literature Course  
(Russian language/Russian literature)
- o Historical Science Course

The number of incoming students to the Faculty of Letters was 229 out of 8,053 applicants, with the ratio of successful applicants being 2.8% (fiscal 1984).

The Japanese Language and Literature Course was established in 1963, and has the next highest applicants to English Language and Literature Course among the nine courses. 1,000 or more applicants aimed for 35 admittances every year during the past several years, which is a narrow entrance.

Presently, the total number of the students of Japanese Language and Literature Course is 165, for which lectures are given with a total of 20 instructors consisting of 18 Indonesian instructors and two Japanese despatched experts. These two experts were despatched

from the Japan Foundation, and are mainly engaged in the guidance of Indonesian Japanese language instructors. Almost all of the Indonesian instructors have experience studying in Japanese universities for one year or more under the help of the Japanese Ministry of Education or the Japan Foundation (See Appendix 4-6).

Most of the students have also learned Japanese language during in high school as a second foreign language.

## (2) Contents of Activities

### 1) Curriculum

The contents of the curriculum are, as shown in Table 2-3, to obtain 152 units for the eight semesters (four years) to graduate. Each unit is calculated as 90 min/week x 16 weeks. The contents of the study consist of basic Japanese language lessons during the lower class level. In the fourth year class, the students are segregated into literature course and language course, and the students of both courses are required to write their graduation theses in Japanese language.

Most of the people graduated through these courses become Japanese language teachers of high schools or employees in joint venture companies. Excellent graduate students will remain in the University as research members, and will be fostered to be teachers after further study in Japan.

As stated before, the Japanese Language and Literature Course of Padjadjaran University has the oldest history for Japanese language education, and has been the leader in this field in Indonesia. Therefore, the activities of the course are extended to various fields in addition to the education of the students and curriculum of the University.

### 2) Research and Development Activities

Publicization of research work on Japanese language and Japanese literature has been accomplished by an individual or by a group of instructors. Teaching materials for students, including Japanese basic grammar, kana-orthography and pronunciation are developed and are applied to daily lectures. Seminars related to Japanese language and Japanese culture are opened to the teachers of JALTA to foster and improve them. Methods of educa-

tion are developed through research and development with Japanese experts as leaders.

### 3) Education and Training Activities

Japanese language education has been offered outside of the University mainly for the enterprises in the district of Bandung. Recently, lectures on Japan in general are presented in various organizations.

### 4) Planning and Public Relation Activities

Presentation, publication, collection and release of information are not actively achieved, because of the shortage of the facilities to perform those activities. Therefore, the main activities are concentrated on consultation with students and the general public for their visiting Japan to study and for business trips. Such consultations are offered as required.

In addition to the above, seminars related to Japan are performed for students and the general public 12 times a year. Average participants reach as many as 300 to 400.

### 5) The Other Activities for General Citizens

The following have been performed:

- o Japanese language performance test (being performed for general citizens once every year, with about 400 participants)
- o Selection test of the most excellent student (once every year, with about 100 participants)
- o Japan Culture Festival (One week culture festival on Japan is performed for general citizens mainly operated from Padjadjaran University, Bandung Education University, Foreign Language University under cooperation of the Embassy of Japan, Japan Foundation, Japanese School, etc. The programs consist of Japanese language debating competitions, Japanese language dictation competitions, exhibitions, movie shows, lectures on Japan, etc.)
- o Translation service (upon requests of translation from general citizens)
- o Interpretation Service (upon requests of interpretation from general citizens)

However, facilities of the University are not furnished well in comparison with the contents of such activities. Presently, Japanese Language and Literature Course does not have an independent classroom and the lectures are performed sharing the classroom with other faculties and other courses. Further, the exclusive room for the Japanese Language Literature Course is a small room, about 3x6 meters as a whole, which has been used for instructors' lobby, research room, library (which has 8,000 books), consulting room with students, and other activities. Present activities are very much restricted under such conditions and this is a large hindrance for the future plan of activities.

### (3) Future Activity Plans

As for future activity plans, the Japanese Language and Literature Course is planning to perform research, development, propagation of teaching methods and teaching materials for the purpose of solving the problems of Japanese language education in Indonesia, as well as expanding the activities presently being presented. Further, in relation to these activities, seminars and symposiums to foster and improve teachers of high schools will regularly be opened.

As for the Japanese language education for the general public, various Japanese language courses will be opened to comply with needs of the public, and it is also planned to widely propagate Japanese language study.

Further, the Ministry of Education and Culture desires to attain the predetermined goals of Japanese language study and education in Indonesia and to widely develop them into Japanese studies in the future.

Table 2-3 Curriculum of Japanese Language and Literature Course

The academic system applied at Padjadjaran University is Semester Credit System. Therefore in one academic year, there are two academic programmes, namely, the odd semesters (I, III, V and VII) and the even semesters (II, IV, VI, and VIII).

The curriculum of Japanese Language and Literature Course for each semester is as follows:

Semester I

1. Indonesian Language	2 credits
2. Man and Culture of Indonesia	4 credits
3. Society and Arts of Indonesia	2 credits
4. Introduction to Linguistics I	4 credits
5. Nihongo Kiso I	4 credits
6. Enshu I	2 credits
7. Kaiwa I	2 credits
8. Hyoki	1 credit
9. Laboratory work	-

Semester II

1. Religion I	1 credit
2. National Ideology I	2 credits
3. Basic Social Science	2 credits
4. Indonesian Language II	2 credits
5. Introduction to Linguistics II	2 credits
6. English	2 credits
7. Nihongo Kiso II	2 credits
8. Enshu II	2 credits
9. Kaiwa II	2 credits
10. Laboratory work	-

Semester III

1. Religion II	1 credit
2. Basic Natural Science	2 credits
3. History of Indonesian Culture I	2 credits
4. Introduction to Literary Study	2 credits

5. Gengogaku Nyumon	2 credits
6. Hyogen I	2 credits
7. Kanji I	2 credits
8. Sakubun I	2 credits
9. Nihongo I	2 credits
10. Elective Subject	2 credits
11. Laboratory work	-

#### Semester IV

1. National Resilience	2 credits
2. History of Indonesian Culture II	2 credits
3. Introduction to Literary Study II	2 credits
4. Onseigaku	2 credits
5. Honyakuron	2 credits
6. Hyogen II	2 credits
7. Kanji II	2 credits
8. Sakubun II	2 credits
9. Mihongo II	2 credits
10. Laboratory work	-

#### Semester V

1. Introduction to Philosophy	2 credits
2. Keitairon	3 credits
3. Bunshoron	3 credits
4. Imiron I	2 credits
5. Kanji III	2 credits
6. Koddai	2 credits
7. Honyaku I	2 credits
8. Elective subject	2 credits
9. Laboratory work	-

#### Semester VI

1. Introduction to Philosophy II	2 credits
2. History of Modern Thought	2 credits
3. Imiron II	2 credits
4. Japanese Drama I	2 credits
5. Japanese Poetry I	2 credits

6. Japanese Prose I	2 credits
7. Kanji IV	2 credits
8. Dokkai II	2 credits
9. Honyaku II	2 credits
10. Laboratory work	-

Semester VII

1. Scientific Report Writing	2 credits
2. Nihongo no Seikaku I	2 credits
3. Japanese Drama II	2 credits
4. Japanese Poetry II	2 credits
5. Japanese Prose II	2 credits
6. Bungakushi I	2 credits
7. Kanbun Nyumon	2 credits
8. Literary Research Method I	2 credits

Semester VIII

1. Nihongo Seikaku II	2 credits
2. Bungakushi II	2 credits
3. Kanbun	2 credits
4. Literary Research Method II	2 credits

## 2-3 National Development Plan and Removal Plan of Campus

### 2-3-1 National Development Plan

#### (1) Educational Development

In the General Rules of the National Policy (GBHN), indicating the development target of the Fourth National Development Five-Year Plan (REPLITA IV, 1984 - 1989), the Government of Indonesia stated the following policies concerning higher education, teachers, and facilities as a link of educational development:

- 1) Education system shall raise special knowledge and skills as well as productivity, originality, and quality and efficiency of labor according to the demand of the development of every field.

Therefore, the level and type of the education and study shall be high and various enough to train useful people as required for the development of every field.

- 2) The target of higher education is to perform necessary investigations and studies for the present and future development putting stress on the studies of science and technology.
- 3) The mission of universities and institutes related to the development, keeping the freedom of speech, shall be useful to the society and developments.
- 4) The level of teachers and educators shall be heightened in quantity and quality, and they shall receive good social aids. Also, school buildings, class rooms, libraries and other facilities shall be further completed.
- 5) It is necessary to promote publication, translation and writing, and make them useful for education.

#### (2) Local Development

The Government of Indonesia intends to eliminate the local differences of development as well as to promote educational development in the course of the development of the Fourth National Development Five-Year Plan, and to promote balanced district development. Following this intention, the West Java Government has set out core cities



in the seven districts in the province, and planned the district development. In accordance with the plan of the BAPPENAS, seven districts besides Jakarta's special municipality were established as the core of West Java development. Each district is to promote its own development plan.

Within this Development Plan, Bandung is the district planned to be developed and arranged for a research and academic city.

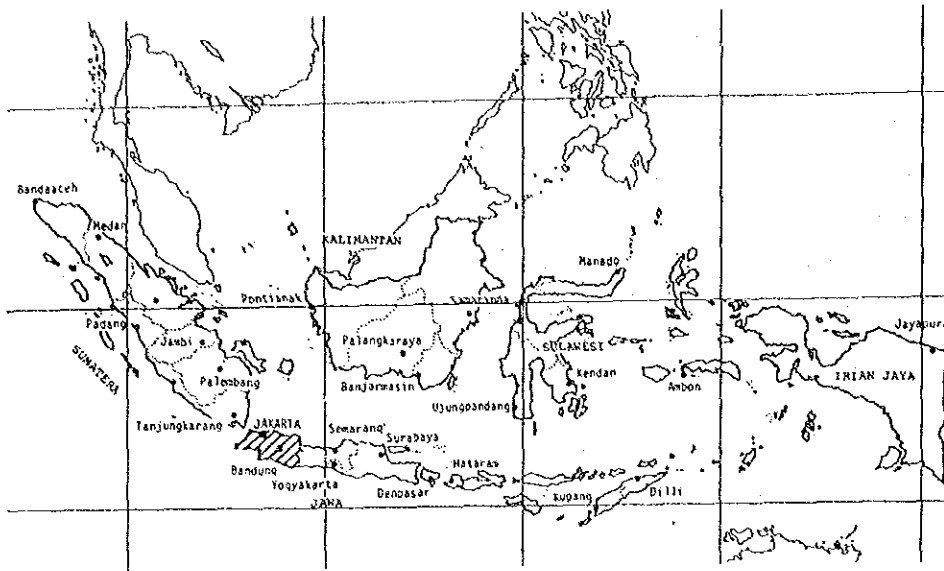


Fig. 2-1 Map of Indonesia

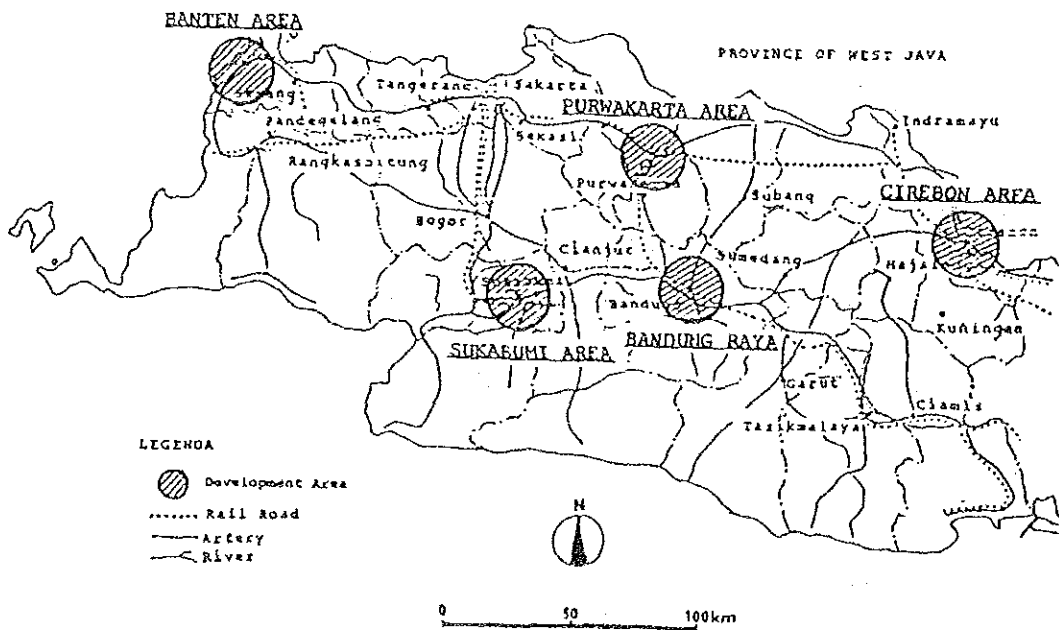


Fig. 2-2 Development Plan of West Java

### Bandung Raya Project

Greater Bandung Project is a district project aimed for Bandung Raya which is to be established in accordance with West Java Province Long Term Development Plan and West Java Province Second Five-Year Development Plan. The Bandung Raya is a district set out as a project unit separate from administrative divisions.

Within this project area, the following 3 prefectures are included except Bandung prefecture. The total area of the district is about 12,133 m<sup>2</sup>.

#### Bandung Raya

- . Kabupaten Bandung
- . " Cianjur
- . " Sumedang
- . " Garut

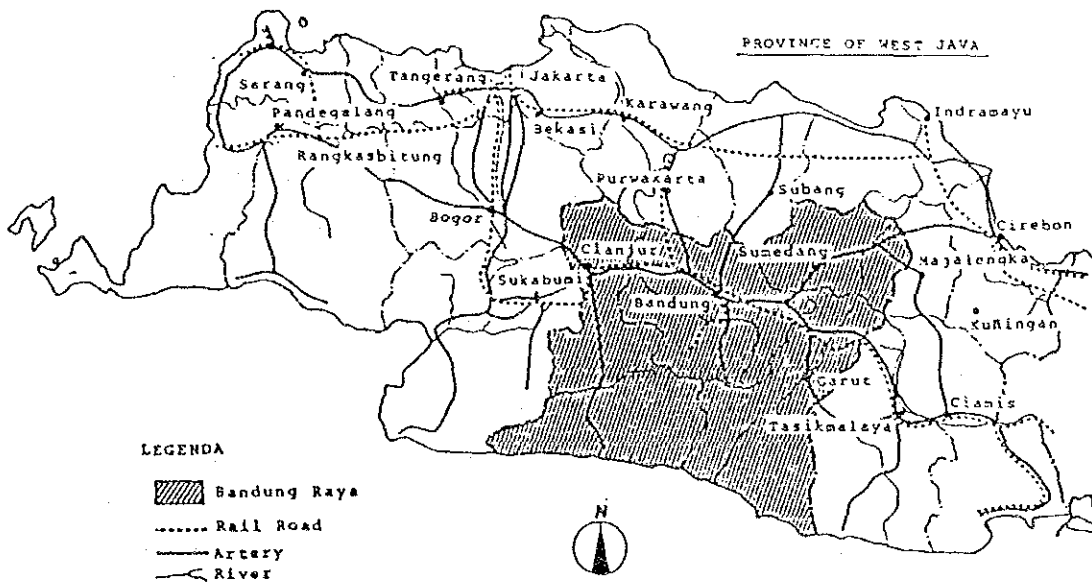


Fig. 2-3 - Greate Bandung Raya

This project is aimed to solve the following problems that Bandung City is presently being faced with.

- 1) High increasing rate of population
- 2) High rate of unemployment
- 3) Disorderliness of land utilization
- 4) Problems of over concentration
- 5) Traffic problems

It is planned to develop a balanced large city with Bandung City as the center and arranging satellite towns having urban functions for themselves.

Further, the Metropolitan Bandung Project is being prepared to support the Great Bandung Project and following are listed as the urgent tasks to be solved by Bandung City:

- 1) Improvement of city function and structure, reformation of population density of Bandung
- 2) Effective land utilization, water shortage improvement, completion of sewage system, and flood control

This project is also a renewal project of Bandung City, and supports the Greater Bandung Project. Further, the Metropolitan Bandung Project is planning to execute the following long term measures to support the Greater Bandung Project:

- 1) Transference of plants and distribution businesses of Bandung City, and regulation of the traffic entrance into Bandung City.
- 2) Transference of higher education organizations, especially private high schools and universities.
- 3) Transference of administration organizations of Kabupaten Bandung

In accordance with the educational development and local development projects based on the said Fourth National Development Five-Year Plan, Padjadjaran University has planned to move to the Jatinangor district of Sumedung prefecture, which is next to Bundung prefecture, with the purpose of expanding the facilities of the University as well as to contribute to the Greater Bandung Project. The Jatinangor district is positioned as a research and educational city in the Great Bandung Project, and the construction is already proceeding.

### 2-3-2 Removal Plan of Campus

The Removal Plan of Padjadjaran University into the research and educational city of the Jatinangor district is based on the education development and district development projects in accordance with the above National Development Plan. Accompanied with the Removal Plan, it is also planned to consolidate the presently scattered facilities of the University and expand the University as well as contribute to the improvement of Bandung City and local development of suburban districts.

This research and educational city is located in the Jatinangor district, Cikeruh country, Sumedan prefecture which is about 20 km east of Bandung City.

Location and planning of the city is shown in the following:

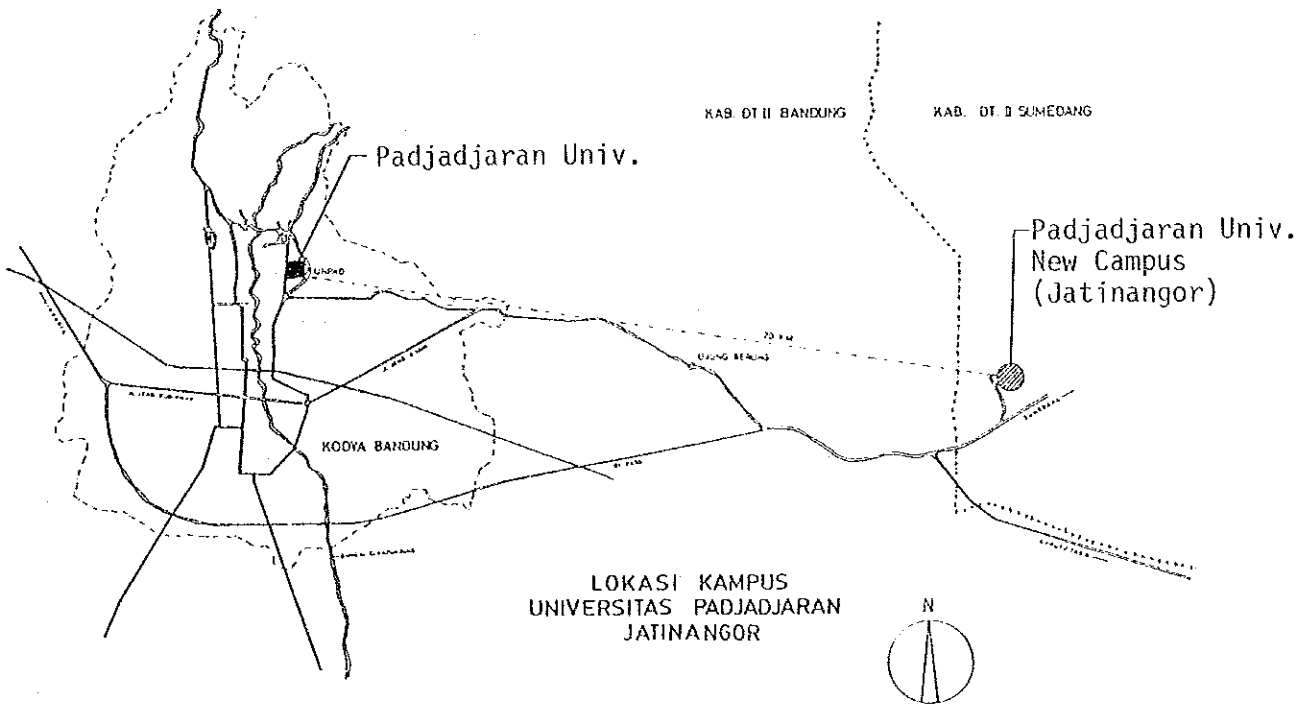


Fig. 2-4 Location Map

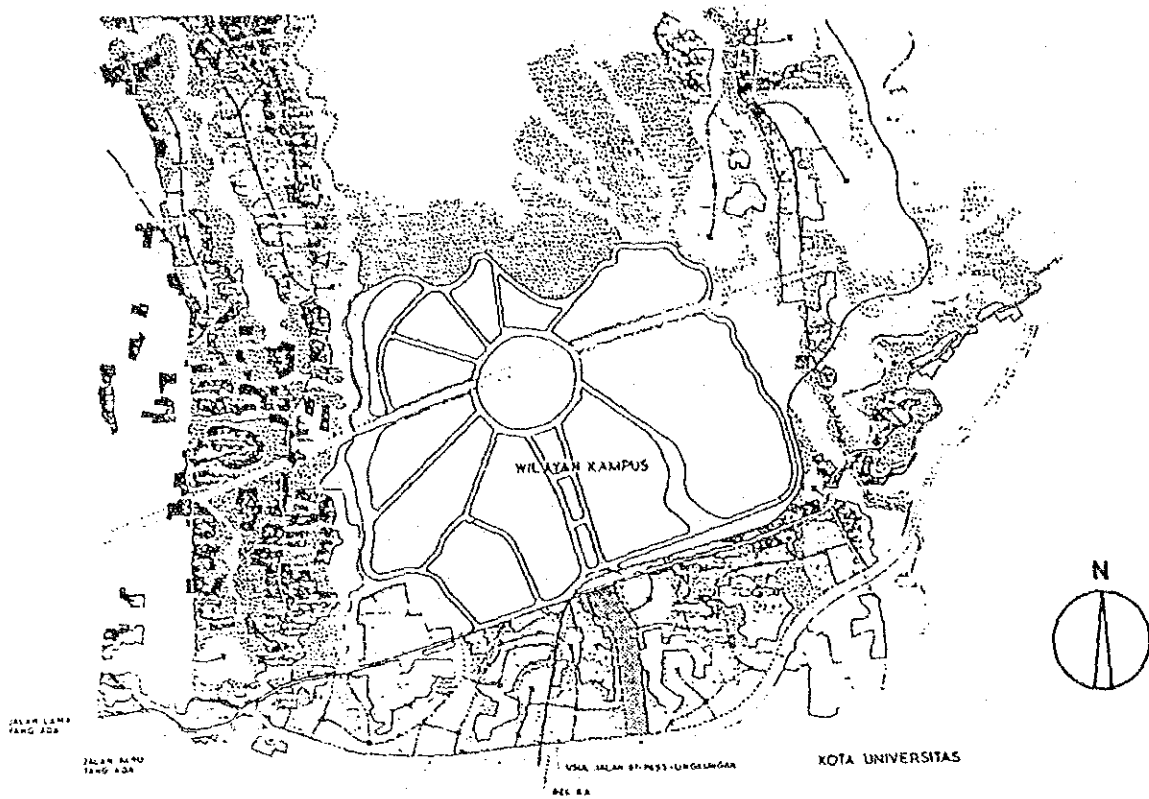


Fig. 2-5 Plan of the Jatiningor Research and Educational City

The total Removal Plan of Padjadjaran University was finally decided in 1980, and it is planned to transfer all the facilities before 1992. Construction works of the Faculty of Agriculture, the Faculty of Animal Husbandry, the Faculty of Law and a part of the facilities of the other faculties have been completed.

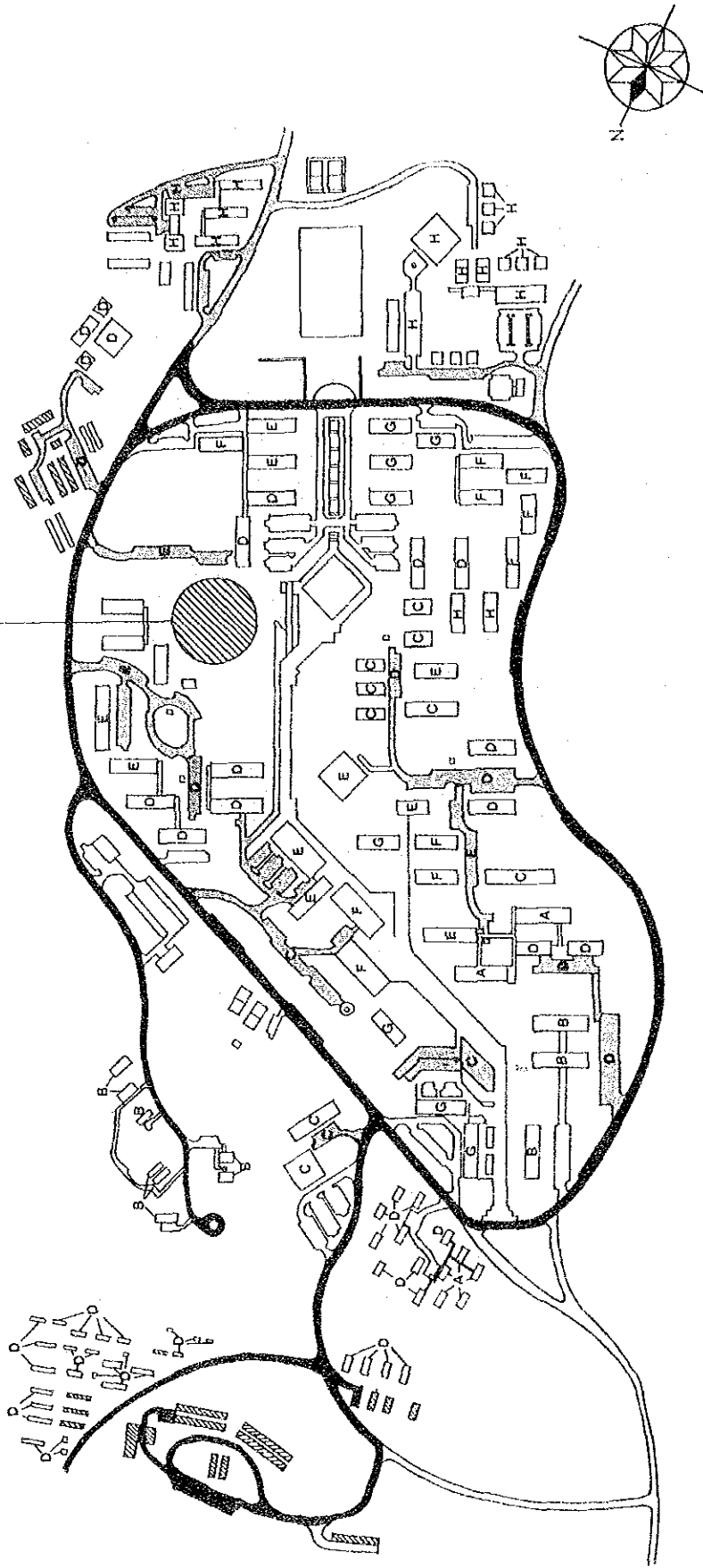
The future schedule of the Removal Plan of Padjadjaran University is planned as follows, and the move of the Faculty of Letters to which Japanese Language and Literature Course belongs, is scheduled to be 1986/1987.

Schedule of Building Construction Plan of Padjadjaran University;

1985/1986	Faculty of Agriculture, Faculty of Animal Husbandry, Faculty of Mathematics and Natural Sciences
1986/1987	Faculty of Letters, Faculty of Mathematics and Natural Sciences, Faculty of Letters, Faculty of Communication, Dormintory
1987/1988	Faculty of Mathematics and Natural Sciences, Faculty of Communication, Faculty of Letters, Faculty of Psichology, Faculty of Economics
1988/1989	Faculty of Social and Political Sciences, Faculty of Law, Library, and computer building
1989/1990	Faculty of Social and Political Sciences, Faculty of Law, Library, and computer building
1990/1991	Library, Multipurpose Hall, Student Centre, Auditorium
1991/1992	Faculty of Medicine, Faculty of Dentistry, Sport Centre

The removal of the Faculty of Letters, which had been originally planned to be in 1989/1990, however, was hurriedly changed to be transferred in 1986/1987, in consideration of the Establishment Project of the Center for Japanese Language.

The Center for Japanese Language



LEGEND

- A: 1. Faculty of Agriculture  
2. Green House
- B: 1. Faculty of Animal Husbandary  
2. Animal House
- C: 1. Faculty of Natural Sciences

- D: Removal plan in 1986/1987
- E: Removal plan in 1987/1988
- F: Removal plan in 1988/1989
- G: Removal plan in 1989/1990

H: Removal plan in 1991/1992

█ : ROAD 1985/1986

Fig. 2-6 Removal Plan of the Campus



## 2.4 Process and Contents of the Request

Recently, relations between the Republic of Indonesia and Japan are becoming closer in every field. The Government of Indonesia has planned to establish the Center for Japanese Language as an aid for further promoting the mutual understanding between the peoples of both countries in the future.

On the other hand, Japanese language education in Indonesia is confronted with troubles such as the shortage of educational organizations in comparison with the number of Japanese language students, shortage of teachers, shortage of teaching materials, etc. In addition, unestablished teaching methods, and nonunified curriculum have been the hindrance for the propagation of the Japanese language. The closer the relationship of Indonesia and Japan becomes, the wider the Japanese language is expected to spread in Indonesia. Especially, the need of economic terms and technology for technology transfer will increase more.

To solve the above stated problems, the Government of Indonesia plans to establish the Center for Japanese Language in Padjadjaran University which continues to be a leader of Japanese language study in the country, and has requested Japan's Grant Aid to execute this Project.

The contents of the request of the Government of Indonesia for the Center, are to furnish necessary funds for the procurement of the following facilities and accompanied machinery.

### Facilities;

- 1) Administration rooms
- 2) Lecture rooms
- 3) Library
- 4) Seminar rooms
- 5) Audiovisual classroom
- 6) Auditorium (1,000 m<sup>2</sup>)

Buildings consisting of the above rooms are of 3,250 m<sup>2</sup> in total floor area.

### Machinery;

- 1) L.L. system
- 2) Audiovisual system

- 3) Stage equipment
- 4) Sound system
- 5) Cultural and educational equipment
- 6) Recording equipment
- 7) Film equipment
- 8) Studio equipment

Among the above machinery, items 1), 2) and 8) are expected to be supplied by Japan's Cultural Grant Aid.

The implementing body of Indonesia side for the Project is Padjadjaran University which is under the jurisdiction of the Directorate General of Higher Education, the Ministry of Education and Culture, and the highest executive is the rector of the University. The operation and administration of the Center after completion are to be done by the University.

## **CHAPTER 3 CONTENTS OF THE PROJECT**



## CHAPTER 3 CONTENTS OF THE PROJECT

### 3-1 Purpose of the Project

This Project was prepared with the purpose of promoting Japanese language education and propagation of Japanese language in Indonesia as a basic means to increase mutual understanding between Indonesia and Japan, and also to propagate correct understanding about Japan among Indonesian people. The Center will also perform the propagation of basic knowledge about Japan, to make the result more effective.

### 3-2 Activities of the Center

Activities of the Center are to solve the problems with which the propagation of Japanese language presently meets as stated in Chapter 2, and the following activities are necessary to attain the above target.

- 1) To expand the activities of Japanese language education and study now being conducted at the Japanese Language and Literature Course of Padjadjaran University, and to fulfill the University's function as a leading institution of this field in Indonesia.
- 2) To develop and propagate the teaching methods and materials necessary to popularize the Japanese language, concurrently train and upgrade instructors, for the purpose to solve such problems as the shortages of instructors and teaching materials, unestablished teaching methods, etc.
- 3) To open to general citizens various courses of the Japanese language for the purpose to comply with the needs of the Japanese language and to propagate it.
- 4) To collect and provide documents and information about Japan, and also to hold seminars and symposiums to propagate the basic knowledge about Japan.
- 5) To hold various activities to promote the understanding about Japan.

### 3-3 Outline of the Project

#### 3-3-1 Schematic Design

The Center is the central organization for Japanese language promotion and propagation in Indonesia.

By analysing the purpose and contents of the activities of the Center, as stated in the previous section, the facilities and functions of the Center consist of two functions; administrative affairs function for the smooth control and operation of the Center, and academic (education and research) function for attaining the purpose of the establishment of the Center.

##### (1) Administrative Affairs Function

In relation to the administrative affairs function, the following divisions are necessary to support the Education and Research Division, and to keep the Center operating:

- o Administration Office Work
- o General Office Work
- o Accounting Office Work
- o Maintenance

##### (2) Academic (Education and Research) Function

As for the education and research function, it is required to have the following divisions to solve problems which Indonesia presently meet with research, education and propagation of Japanese language.

- o Research and Development
- o Education and Training
- o Planning and Public Relations
- o Others

Contents of the major activities of those divisions are as shown in the following:

1) Research and Development Division

As for the research and development activities, through which the Japanese language is propagated, promotion and publication of research themes about Japanese language and Japan in general, are being performed by individuals or groups of instructors.

Results of the research having been performed by Japanese Language and Literature Course of Padjadjaran University are fairly well indicated by the attached data (See Appendix 4-4, 5). However, the contents of the research were rather inclined to the Japanese language and the Japanese literature. In the future, however, it is necessary to do research and development of teaching methods and teaching materials for the solution of problems about Japanese language research and education in Indonesia, placing the Center at the focus and with cooperation of JALTA (Japanese Language Teachers Association) and other organizations. Furthermore, seminars or symposiums related to the Japanese language will be opened for the excellent students and/or teachers of JALTA for the purpose of solving the shortage and improving teacher.

Padjadjaran University is implementing a plan to complete a guest house in the Campus by the end of 1986 with the Campus Removal Plan. The guest house is expected to lodge trainees to be Japanese language instructors of the West Java area.

The activities of the Research and Development Division are to present and publish of the results of various activities performed at the Center under close interrelation with the Planning and Public Relations Division, and also to promote Japanese language research and education.

2) Education and Training Division

The Education and Training Division is to comply with the needs of Japanese language among Indonesian people and offer more chance of learning the Japanese language for the general public.

The following courses shall be established for the education and training to be offered in the Center.

- (a) General course
- (b) Intensive course
- (c) Translation course
- (d) Interpretation course
- (e) Indonesian language course

The classes of each course will be based on 20 students per class, which is suitable for language education.

(a) General Course

The general course is to cope with the increasing number of those who desire to learn the Japanese language, and is prepared for the students of other universities, other faculties and the general public. Furthermore, this course is for those students who desire to learn the Japanese language in addition to their specialized fields.

The grade of the education will vary from elementary to advanced university levels. Therefore, this course was further classified into 10 classes: elementary I, II, III, intermediate I, II, III, advanced I, II, III and a conversational classes.

The number of students in each class will be 20, and the total will be 200. Indonesian enterprises highly desire to have Japanese speaking talent who also have their special knowledge.

Class		Stu./ Student	Class	No.of Grade	Hour/ Week	Term (wk)	Total Hour
Elementary	I	20	20	1	3	16	48
	II	20	20	1	3	16	48
	III	20	20	1	3	16	48
Intermediate	I	20	20	1	3	16	48
	II	20	20	1	3	16	48
	III	20	20	1	3	16	48
Advanced	I	20	20	1	3	16	48
	II	20	20	1	3	16	48
	III	20	20	1	3	16	48
Conversational		20	20	1	3	16	48



(b) Intensive Course

This course, for the general public and students who are preparing to visit Japan for business or study, consists of elementary classes to teach the basis of the Japanese language in a short period. Padjadjaran University used to dispatch their instructors for each demand. The Center aims to make this system more effective and widely available by offering this intensive course.

Total No.	No. of Student per Class	Number of Classes	Lessons per Week (Hour)	Term (Week)	Total Hours
40	20	2	6	12	72

(c) Translation Course

This course has not been included in the curriculum of Radjadjaran University and newly appears in the Center. The course has been desired most earnestly by the graduate and senior students. The translation course, consisting of intermediate and advanced classes for senior students of universities and teachers of high schools as well as the general public of the same grade also aims to improve and foster teachers.

Class	No. of Student	No. of Student per Class	No. of Classes	Lessons per Week (Hour)	Term (Week)	Total Hours
Inter-mediate	20	20	1	6	12	72
Advanced	20	20	1	6	12	72

(d) Interpretation Course

Interpretation course also consists of intermediate and advanced classes, and number of students and terms are the same as the translation course.

(e) Indonesian Language Course

This course is the elementary course of Indonesian language for Japanese in Indonesia, and will be established for the Japanese with the purpose of deepening their under-

standing about Indonesia. However, the details of the target people, the number of students and curriculum are not decided yet.

As mentioned above, there are 9 courses and 16 classes for the Education and Training Division of the Center except the Indonesian language course, and the total number of students is 320.

etc., is not decided yet.

### 3) Planning and Public Relations Division

By collecting and offering information and data on Japan, focusing on the library, this division endeavours to propagate the basic knowledge and correct understanding about Japan.

The division also offers consulting and information services for people to study Japanese or to visit Japan for study or business. Furthermore, under coordination with other divisions, the division plans and publicizes the activities of the Center or publicizes the results of those activities, and propagates the Japanese language.

### 4) Others

Other activities to be performed in the Center include the following activities, which aim to expand the aforesaid activities of Padjadjaran University.

- o Examination of the Japanese language for the general public
- o Selective examination for the most excellent Japanese language student
- o Japan Culture Festival
- o Translation service
- o Interpretation service

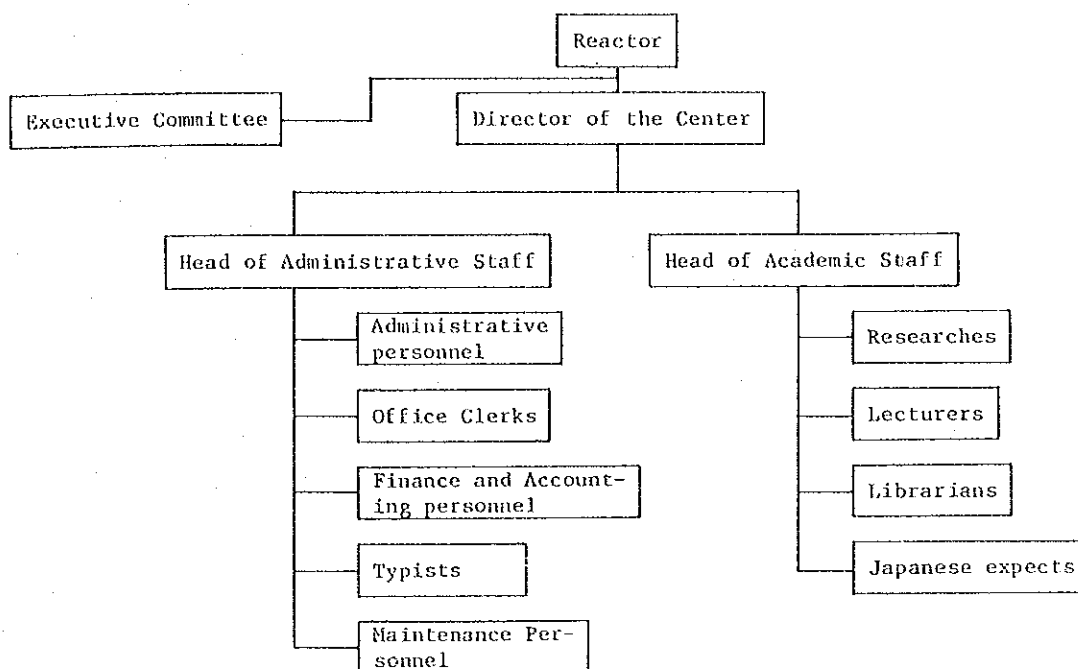
## 3-3-2 Management Plan

### (1) Organization

The organization of the Center consists of the staff of the administrative affairs division and the staff of the academic (education and research) divisions, to effectively fulfill the purpose and functions of the Center, and to smoothly operate the Center.

The organization of the Center is shown in the Table 3-1. The personnel of the Administration Division consists of administrative staff, office clerks, finance and accounting personnel, typists and maintenance personnel. The staff of the academic divisions consists of lecturers, researchers, librarians and experts dispatched from Japan.

Table 3-1 Organization Chart of The Center



(2) Personnel

At the beginning, the Center will be operated by 23 personnel, including 13 in the Administration Division, 10 Indonesian lecturers and two Japanese experts.

At the start, present lecturers/teachers and other personnel of the Japanese Language and Literature Course, Padjadgara University will be assigned as the personnel of the Education and Research Division. However, in the future, excellent students and teachers of high schools will be trained as the lecturers under cooperation with JALTA (Japanese Language Teachers Association), by which the personnel of the Center will be replenished.

Final personnel required in the administrative affairs division and the academic divisions of the Center are as follows:

1) Administrative Affairs Division

The Indonesian side estimates a total of 26 members for this division including Director of the Center. Although it included ten administration office clerks and five maintenance staff, judging from the scale of the facility and activities, six administrative office clerks and three maintenance staff may be sufficient. The number of other personnel seems appropriate, and the required personnel of this division will finally be 20 as shown in the personnel increase plan of Table 3-2.

2) Academic (Education and Research) Divisions

Total lecture hours per week to be performed in the Center are 72 hours (by assuming the Indonesian language course to be for 3 hours per week for the elementary and intermediate classes respectively). Therefore, about 30 lecturers will be necessary, if one lecturer will have 2 - 3 hours of lectures per week. However, Padjadjaran University has only 18 lecturers at the present stage, therefore, the lecturer increasing plan as shown in the Table 3-2 shall be realized in the future to further fulfill the activities of the Center.

As stated above, the Center will be operated finally by 52 personnel of 20 administrative personnel and 32 educational/research personnel including two librarians (excluding two Japanese experts).

Table 3-2 Plan to Increase Staff of the Center

Type	Total	1986	1987	1988	1989	1990
<b>Administrative Staff</b>						
Director	1	1				
Deputy Director	1	1				
Secretary	1	1				
Senior Office Clerk	6	2	2	2		
Office Clerk	3	1	1	1		
Accounting Office Clerk	2	1	1			
Typist	3	2	1			
Building Maintenance	3	2	1			
<b>Academic Staff</b>						
Head of Academic Staff	1	1				
Lecturer	12	6	2	2	2	
Researcher	17	2	5	6	2	2
Librarian	2	1	1			
Japanese Expert	(2)	(2)				
<b>Total</b>	<b>52</b>	<b>23</b>	<b>14</b>	<b>11</b>	<b>4</b>	<b>2</b>

### 3-3-3 Operating System

The operation and administration of the Center, after completion, will be performed by the Executive Committee established under the jurisdiction of the rector of Padjadjaran University. This Executive Committee will consist of 12 - 20 members of important people from in and out of the University, centering around the lecturers of the Japanese Language and Literature Course of the Faculty of Letters. The director of the Center shall be selected from the member of the Executive Committee. Further, the Center is operated and administrated by the administrative clerical staff and lecturers of the Center to attain the purpose.

The administrative clerical staff shall be full-time staff employed from Padjadjaran University as well as new personnel employed from

public. On the other hand, the lecturers consist of the full-time and/or part-time staff from Padjadjaran University and other organizations.

### 3-3-4 Outline of the Facility and Equipment Plan

#### (1) Outline of Facility Plan

Facilities to satisfy the aforesaid purpose and function of the Center and necessary for its operation are described in the following. Rooms required for the purpose were decided after sufficient discussion and study with the Project Committee of the Center, Padjadjaran University.

##### 1) Rooms for Administration Division

Rooms for administration are required for the smooth operation and control of the Center, and the following rooms shall be prepared in accordance with the personnel plan (refer to Table 3-2).

- o Director's Room: This room shall be of sufficient size for the performance of official duties of the director and also for the reception of visitors.
- o Secretary Room: This room shall be located next to the Director's Room.
- o Office Room: One large room to accommodate a total of 18 staff consisting of the Deputy Director of the Center (1), administration staff (6), clerks (3), accountant clerks (2), typists (3) and maintenance staff (3) shall be prepared, and shall be separated by partitions according to the purpose of each.
- o Reception Room: This room was not requested in the plan of the Indonesian party, however, shall be prepared for the reception of guests to the Center, and also for visitors to the staff.

- o Kitchenet This room shall be provided for servicing tea to staff and guests.
- o Storage Room: For storage of office materials and others.
- o Toilet: The toilets are for exclusive use of the staff. Both western and Indonesian style toilets shall be prepared.

2) Rooms for Research and Development Division

- o Head Academic Staff Room: This room is for the head of the academic staff, and shall be a room of sufficient size for executing work and for the reception of visitors.
- o Lecturer's Rooms: These rooms are for independent or joint research and development by lecturers. Lecturer rooms vary from the senior lecturer's room, general lecturer's room and assistant lecturer's room according to Indonesian custom. The senior lecturer's room is a single room, the general lecturer's room is a room for two and the assistant lecturer's room is a room for four. The numbers of rooms are 2, 3 and 5 respectively in accordance with the personnel plan.
- o Japanese Expert's Room: In Padjadjaran University, two experts of the Japanese language lecturers are despatched from the Japan Foundation every year. Therefore, a large room for these two is prepared. The room shall be designed considering future use of the room by replacement lecturers when Japanese experts will not be necessary.
- o Conference Room: This room is to be used for research and development by groups in the Center, or for periodical joint research conferences

with other related organizations as well as for the whole Center conference.

The size of the room shall be for 20 people including the main staff of the administrative affairs division and the academic divisions together.

o Toilet: The toilets are for the staff of the Center only, and both western and Indonesian style toilets shall be prepared.

o Storage: For the storage of teaching materials and others.

### 3) Rooms for Education and Training Division

Classrooms necessary for various Japanese language education will be prepared in conformity with the respective purposes. Each classroom shall accommodate 20 students as the standard, which is a suitable number for language education.

o General Classroom: As stated in the previous section, four Japanese language courses will be opened besides the Indonesian language course. In case a large classroom (seminar room), to be described later, is used for the Indonesian language course when the room is not being used, 66 hours lectures in total will be performed in a week for 16 classes. Normal working hours in Indonesia, except public service personnel, are 9:00 - 16:00, therefore, lectures for the general public can be given after 17:00. One lecture unit is usually 90 minutes. Therefore, by assuming the lectures per day to be two unit hours (17:00 - 20:00), the number of classrooms necessary for one hour will be  $66 \div 6 \div 2 = 5.5$  classes per hour on the assumption of 6 schooling days per week. Therefore, 6 classrooms each accommodating 20, will be required.



- o Large Classroom: The large classroom is to be used for the (Seminar Room) research and development of teaching methods and/or teaching materials to be performed regularly with other organizations, and also can be used for small seminars for the general public. The Indonesian party originally requested four rooms. However, one room for about 40 members will be sufficient in consideration of the activities of the Center and substitution by other classrooms. Also, the large classroom will be designed to be separable into two by movable partitions, for the effective use of the room.
- o Japanese-style Room: With the purpose to accustom Indonesians to Japanese culture, habits and civilizations, and to make Japanese language education more effective, one Japanese-style room shall be prepared, and be equipped for simple tea ceremony, flower arrangements, calligraphy, etc.
- o Language Laboratory: L.L. is prepared for the training of Japanese language hearing, speaking and pronunciation. The Indonesian party desires to have an L.L. accomodating 40 students for installing the 40 L.L. systems, which have been determined to be installed by Cultural Grant Aid of the Japanese Government. However, an L.L. booth of 20 people may be designed based on the activities of the Center and class formation of 20. Namely, the booth for 40 students will be divided into two classrooms of 20 each, and the one room will be used for lectures, and the other will be used for general purpose.

- o Editing and Control Room: This room shall be prepared inbetween the L.L. and studio, for the purpose of preparation and edition of L.L. teaching materials and to control each booth of the L.L.
- o Studio: This room is for the preparation of video teaching materials, etc., necessary for the education by an audiovisual system.
- o L.L. Office Room: The office room for operation and administration of the L.L. is to be prepared, which will also be used to store L.L. teaching materials.

4) Rooms for Planning and Public Relations Division

Information and data on Japan will be collected and offered mainly by the library. Also, the results of the research and development of the Center will be publicized. Rooms necessary for those activities are as follows.

-Library Related Rooms-

- o Reading Room: Information and data on Japan are collected and offered for students and the general public. The reading room shall be open-shelf system, and stores 10,000 books.

The major users of the library of the Center are about 170 students of the Japanese Language and Literature Course, about 320 students of the Center and other students and the general public. This will be about 500 people in total. The size of the room shall be made to accomodate 25 people, by assuming that about 5% of the users will use it simultaneously.

The reading room shall be prepared with a newspaper and magazine corner.

- o Reference: Books catalogue case and carrels shall be prepared.
- o Librarians' Room: A room for 2 librarians shall be prepared for consultation on books and administration.
- o Stack Room: A stack room for a capacity of 5,000 books shall be prepared for storing important books and the results of research, and for the future increase of books.
- o Printing and data room: The room is for publication of the results of the research and development activities. This is to be prepared jointly with the library for the convenience of planning and publicizing activities.
- o Information Rooms: These rooms shall be compatible with publicizing and consulting of every activity in the Center, and two rooms shall be prepared.

5) Rooms for Common Utility

- o Multipurpose Hall: In the master plan of the Padjadjaran University, two halls (large and small) are planned. However, their application are limited to the auditorium for 1,000 people and amphitheaters for 500 people, and cannot be used for the 300 people being planned by the Center. Therefore, a multipurpose hall for various seminars, symposiums, and other gatherings will be prepared as a common facility for every division of the Center. According to the request of the Indonesian party, accommodations for 400 people are requested. However, the size which will accommodate 300 people was decided from the experiences of past activities.

The seats for the guests shall be movable seats for the possibility to accommodate various gatherings.

The hall will be for cinema, music, folk dances. The following rooms shall be prepared as annexes; projection room, ante-room and storage.

o Lounge: Because the activities of the Center for the general public concentrates during evenings, the lounge shall be prepared as the room for eating snacks brought with them, and also to give a room for relaxation.

The size of accommodation, in consideration of the maximum number of students utilizing the Center for a day, will be;

6 classes x 20 persons x 2 hours = 240,  
and assuming 25% of the above will use the lounge at one time, the seat for  $240 \times 25\% = 60$  was decided.

o Other Rooms: Toilets for the general public and students, alleys and stair rooms are included.

The above contents are summarized in a Table in accordance with the purpose of each room, and are indicated on the following page.

Table 3-3 Relation of Activities and Facilities

ACTIVITIES		ADMINISTRATION ROOMS						STAFF ROOMS					CLASSROOMS				LL			LIBRARY					COMMON		OTHERS				
		DIRECTOR'S ROOM	SECRETARY'S ROOM	RECEPTION ROOM	OFFICE ROOM	KITCHENET	STORAGE	HEAD ACADEMIC STAFF ROOM	SENIOR LECTURER'S ROOM	LECTURER'S ROOM	ASSISTANT LECTURER'S ROOM	EXPERT'S ROOM	CONFERENCE ROOM	GENERAL CLASS ROOM	LARGE CLASS ROOM (SEMINAR ROOM)	JAPANESE-STYLE ROOM	STORAGE	LANGUAGE LABORATORY	EDITING/CONTROL ROOM	STUDIO	LL OFFICE & STORAGE	READING ROOM	REFERENCE ROOM	LIBRARIAN'S OFFICE	STACK ROOM	PRINTING & DATA ROOM	INFORMATION ROOM	MULTIPURPOSE HALL	LOUNGE	COURTYARD	
ADMINISTRATION	ADMINISTRATION OFFICE WORK MAINTENANCE	○	○	○	○		○				○																				
RESEARCH & DEVELOPMENT	DEVELOPMENT OF TEACHING METHODS & MATERIALS JAPANESE LANGUAGE SEMINAR						○	○	○	○	○		○	○				○	○	○		○	○	○	○	○	○		○	○	
EDUCATION & TRAINING	GENERAL COURSE (ELEMENTARY) (INTERMEDIATE) (ADVANCE) (CONVERSATION) INTENSIVE COURSE TRANSLATION COURSE (INTERMEDIATE) (ADVANCE) INTERPRETATION COURSE (INTERMEDIATE) (ADVANCE) INDONESIA LANGUAGE COURSE												○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○
PLANNING & PUBLIC INFORMATION	PROVISION with DATA & INFORMATION EXHIBITION of STUDY and ACTIVITY RESULTS ACTIVITY PLANNING	○	○	○	○		○	○	○	○	○		○	○				○	○	○		○	○	○	○	○	○		○	○	
OTHERS	EXAM to select excellent STUDENTS JAPANESE LANGUAGE ABILITY EXAM. JAPANESE CULTURE FESTIVAL				○								○	○	○										○	○	○	○	○	○	○



(2) Outline of Equipment Planning

The following equipment are necessary for this center to perform its purpose and function fully with the required rooms.

1) Administration Division

Copying machines, typewriters (English), a Japanese language word processor shall be equipped as office machines to be used for the whole Center.

2) Research and Development Division

An overhead projector, blackboards, etc., shall be prepared in the seminar room. Further equipment such as a VTR, a slide projector and a tape recorder, tables and chairs for conference shall be prepared.

3) Education and Training Division

Overhead projectors, desks, chairs, blackboards, etc., shall be prepared for general classrooms and the large classroom. The equipment to be offered by Japan's Cultural Grand Aid will be assigned to the L.L. equipment (for 40 persons) required for the L.L. related rooms, machines for studio system, machines for editing system, etc.

4) Planning and Public Relations

Desks, chairs, book racks etc., necessary for the library will be installed.

Further, the printing and data room shall be equipped with a simple printing machine, bookbinding machine, copying machine, etc. for the preparation of textbooks, the publication of research results, the preparation of information papers and posters, etc.

5) Common Utility

Equipment to cope with various gatherings shall be installed in the multipurpose hall. They include projectors, a screen, sound system, etc.. Projectors shall be a 35 mm one for general Japanese movies and a 16 mm for documentary movies of academic and research use.

### 3-3-5 Implementing Organization

The implementing body for the Project is Padjadjaran University which is under the jurisdiction of the Directorate General of Higher Education, the Ministry of Education and Culture. The rector of Padjadjaran University, being the highest executive of the proceedings and contracts, works up to the completion of the construction of the Project.

In Padjadjaran University, the Project Committee for performing this project was already organized, making the rector the highest executive, and is prepared for the smooth performance and administration of the Project. (See constitution of members on the next page.)



Table 3-4 Project Committee: Center for Japanese Language Center, Padjadjaran University

No.	Name	Status in the Project Committee	Status at Padjadjaran University
1.	Yuyun Wirasasmita, M.Sc.	Manager of the Project	Rector of Padjadjaran University
2.	Hindersah Wiratmadja, Prof. Drs.	Advisor	Senior lecturer of Faculty of Economics
3.	H. Soedjatmo Soemowardojo, Prof. Dr.	- " -	Senior lecturer of Faculty of Medicine
4.	R. Sri Soemantri, Dr. SH.	- " -	Dean of Faculty of Law
5.	Purwadi H.P., Drs.	- " -	Head of Sub-Directorate of Inter University Cooperative, Directorate General of Higher Education
6.	Endah Sugiarti Satari, Dra.	First Secretary (Academic matters)	Head of Department of Japanese Language and Literature
7.	Adji Soemarna, Drs.	Second Secretary	Lecturer of Department of Japanese Language and Literature.
8.	H. Sambas Wiradisuria, Prof. Dr.	Chief of Academic matters	Vice Rector of Academic and Students Affairs.
9.	Soeharsono, Prof. Dr. M.Sc.	Chief of Physical matters	Vice Rector of Administration and Finance.
10.	Abdullah Priji Utomo, Drs.	Member (Academic matters)	Head of Language Laboratory
11.	M.I. Hasansulama, Dr. Ir.	Member (Academic matters)	Senior Lecturer of Faculty of Agriculture
12.	Koeswadji, M.Sc. Dr.	Member (Physical matters)	Chief of University Planning and Budgetting
13.	Hidayat Salim, Ir. MS.	Member (Physical matters)	Cheif of University Development Project

### 3-4 Outline of the Proposed Site

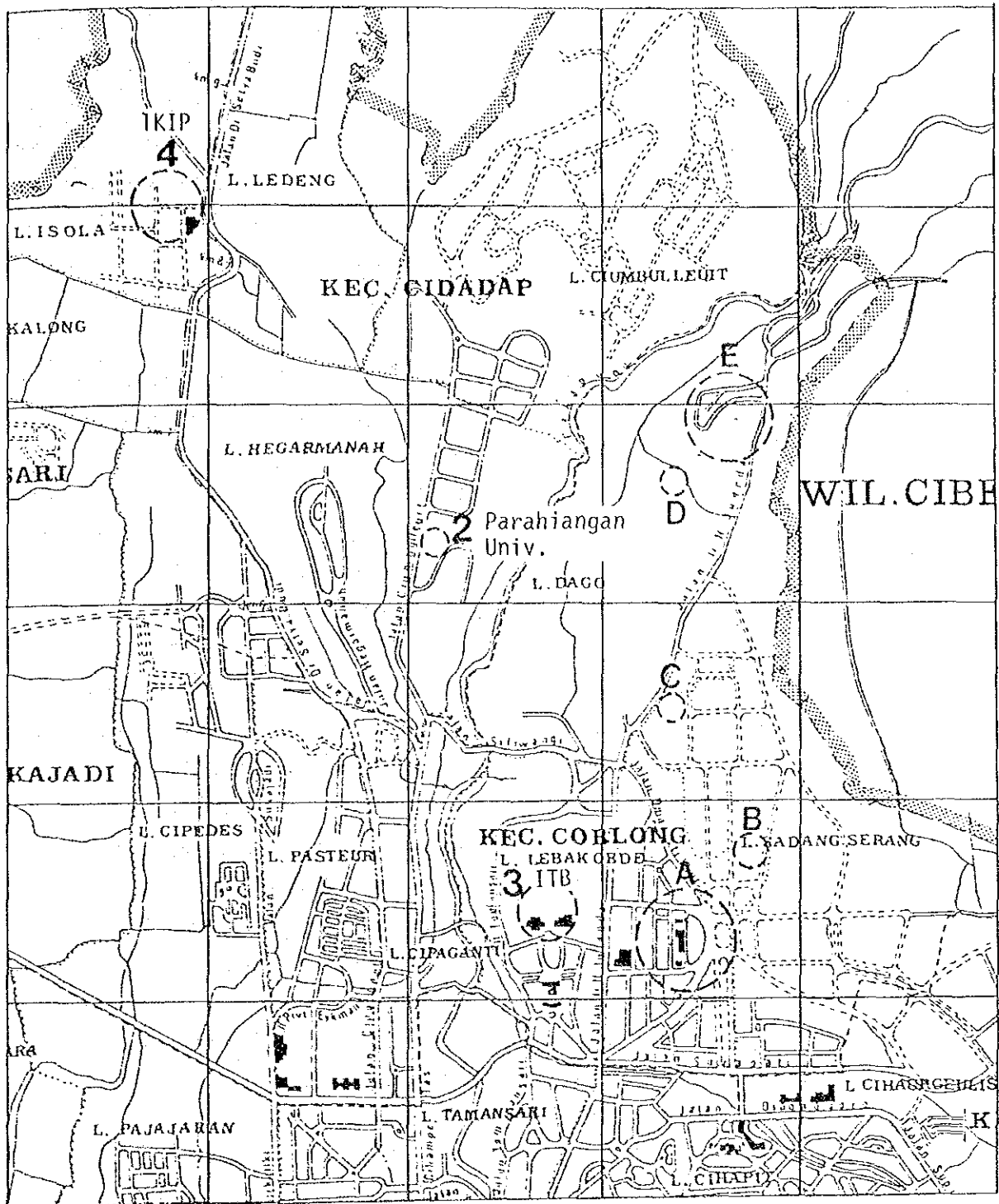
#### 3-4-1 Selection of the Construction Site

As the proposed construction site of the Center, the Indonesian party prepared a spot in Dago area (Fig. 3-1), and a spot in Jatinangor area within the new campus of the Padjadjaran University (Fig. 2-5).

The Dago area is located in the Bandung City, 2.5 kilometers to the north of the actual university headquarters (in Bandung City), but the Jatinangor area is located in Sumedang prefecture, 20 kilometers east of the center of Bandung City, as previously mentioned. The Study Team, as a result of surveying the two areas, found that the Dago area is regulated its development by the Greater Bandung Project or the Metropolitan Bandung Project, that the area is narrow by itself and the road to the area is also narrow, that it is too far from the trunkline route, etc., and that it is impossible to physically and politically decide as the construction site for the Center.

On the other hand, the Jatinangor area is positioned as a research and educational city in the Metropolitan Bandung Project, and is promoted for development. Pajajaran University also is promoted for total removal of its campus based on the Project, and its facilities are partially already completed. Accordingly, the Study Team has come to select the construction area within the new campus of Pajajaran University at the Jatinangor area, taking into consideration of the administrative factors, university management and students' utilization of facilities, etc.

Fig. 3-1 Location of the Campus in Bandung City



1. Padjadjaran University

- A. Main Campus  
Faculties of Jurisprudence, Letters, Science and Economics
- B. Sexeloi Campus  
Faculties of Graduate School, Dental Clinic, Sociopolitics and Telecommunications
- C. Faculty of Medicine
- D. Faculty of Psychology
- E. Bukit Dago Campus (Faculties of Agriculture and Animal Husbandry)

### 3-4-2 Location and Environments

The Proposed construction site for the Center for Japanese Language is located within the planned new campus area for the Padjadjaran University in the Jatinangor area, Cikel country, Sumedan prefecture, some 20 kilometers to the east from the center of Bandung City. As mentioned before, the Jatinangor area is situated in the Metropolitan Bandung Project and is planned for a research and educational city.

The entire development area is a picturesque plateau, of 650 meters above sea level, with moderate topographical undulation at the foot of the mountain. The center of the city is planned for a community center and shopping quarter, while the northern part of the city periphery, for verdures, and the rest of the borderly areas, for housing and agricultural areas. The new campus of Pajajaran University is located to the east of the research and educational city, extending over 150 hectares.

The research and educational city project started its construction work in 1980, and the Koperasi University (IKOPIN) has already completed its removal operation, while the construction works for some faculties, like those of agriculture, animal husbandry and social and political sciences of Padjadjaran University have also been completed. Moreover, other universities and governmental organs are also planning or studying removal operations.

The peripheral areas of the research and educational city are also developed as an industrial area centering on textiles based upon a development plan, and several Japanese joint-venture companies have already completed removals and started operations.

Looking at the traffic network around the research and educational city, in the south of the city, the Java Traversal Road runs connecting Bandung with Sumedan, and even in the south, a Bypass Speedway is planned connecting Bandung with Sumedan. Also, a railroad runs in the southern section, but the track is not in use now. Construction and rehabilitation of these are scheduled in the Metropolitan Bandung Project, but the annual plan for completion is indefinite at this time. Traffic means to approach the new campus are the periodical buses passing close by the project area. After completion of removal of

universities, school staff and students are scheduled to live in apartment houses surrounding the campus, and there will be no problem for commuting to the campus.

### 3-4-3 Natural Conditions

#### (1) Topography and Geology

The Metropolitan Bandung Area, including Jatinangor, is located 600 to 700 meters above sea level, and is a basin surrounded by mountains in all directions. The peripheral mountains are Tanghan Pulau, Guntur, Tiruh, Patua, Bukit Tungur, etc., all active volcanoes, and their surrounding areas are fertile alluvial soil.

#### (2) Meteorological Conditions

Java island belongs to the tropical monsoon climate zone, and the average of annual temperature in the Sumedan prefecture is 23°C. The period with the highest temperature being around October, while the period with the lowest temperature is January.

Rainfall is recorded within the range of 1,500 to 2,000 millimeters in the plain regions, and of 2,500 to 4,000 millimeters in the mountainous regions.

Humidity averages 76% in May through around October, making relatively bearable weather, but the same averages around 83% in November through around April, resulting in a climate of high temperature and high humidity.

#### (3) Disasters

##### 1) Earthquakes

Indonesia belongs to the Pacific Rim Seismic Zone, and the crustal instability exists, inviting frequent crustal earthquakes. Since it is a volcanic country, volcanic earthquakes take place. Java island records an average of 130 earthquakes per year. Accordingly, earthquake resistant designs are needed for construction works there.

## 2) Thunderbolts

Frequent thunderstorms occur in the area during the rainy season, and damages due to thunderbolts are considerable obliging installation of lightening rods for all types of buildings. Heavy downpours also accompanying these thunderstorms attack the area from time to time. The floods are not recorded, due to the lands existing in the mountainous regions.

### 3-4-4 Outline of the Site

The planned construction site for the Center for Japanese Language within the new campus of Padjadjaran University is, as shown in the Fig. 3-2, the formerly planned site for the Faculty of Social and Political Sciences. This adjoins the Faculty of Letters and facing Faculty classrooms across the Faculty Headquarters, also facing the main pedestrian street within the campus. The site forms a slope slowly descending to the east, extending over some 7,500 square meters.

The master plan of the new campus, is based upon the layout of an outer circular road for cars, within which buildings of eleven (11) faculties, the University Headquarters, University Library and Hall are located, while the other related facilities are to be located outside of the circular road. Further, a pedestrian street is to be installed in the center of the campus, for movements of human beings. Access to the buildings is to be made from the outer circular road, thus separating the dynamic lines of human beings from that of vehicles.

Approach to the campus will be made from the Bandung-Sumedan Road located in south of the campus, but in the future an approach is planned also from the center of the research and educational city located in north of the campus. The outer circular road and the access road are scheduled to be completed by January, 1987.

The land for the Faculty of Social and Political Sciences, which has come to be the planned construction site for the Center for Japanese Language, has now been removed to the present site for the Faculty of Medicine.

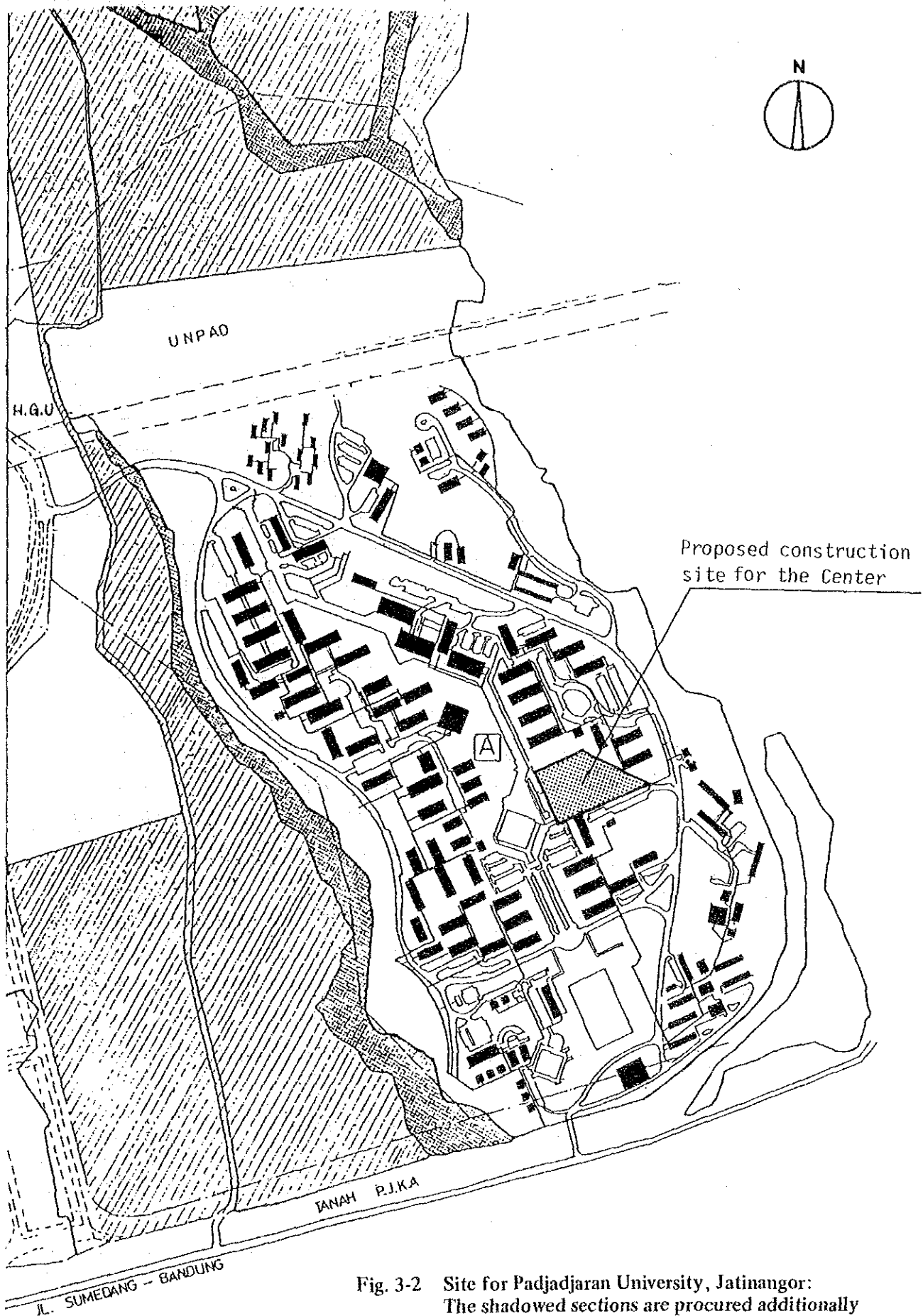


Fig. 3-2 Site for Padjadjaran University, Jatininggor:  
The shadowed sections are procured additionally

### 3-4-5 Arrangement Conditions of Infrastructures

#### (1) Water Supply Facilities

No public water supply facilities are found in and around Padjadjaran University campus, nor does a plan to construct them exist. As a result, an annual plan is formed to install an exclusive water supply facility, collecting water from such sources as fountains, rivers, wells, etc. around the site and to supply water to each building within the campus.

As a project for fiscal year 1985, water supply facilities are already installed to take water from the fountain (900 liters/minute) located in the northern part of the campus, and hereafter such water supply facilities are planned to be further installed according to annual construction plans.

Supply of water to the Center for Japanese Language, considering its water consumption volume, can be branched from the water pipeline, 150 millimeters in diameter, to be installed annularly within the campus.

#### (2) Sewage Facilities

No public sewage pipe is installed around the campus, nor a plan to install it in the future. As a result, the sewage plan within the campus is formed to make an independent sewage treatment plan, which is to be made as a separate sewage system with four branches of waste toilet water, miscellaneous waste water, chemical effluent and rainwater. Among residential sewage, used water will be treated by an independent septic tank (90 ppm), while the effluent from laboratories, hospitals, etc. will be led to a chemical effluent treatment basin, to be dispersed in the campus. After treatment, the effluent will be led to the infiltration basins placed here and there within the campus, in order to freely be infiltrated and discharged into underground structures.

#### (3) Electric Power

The power supply cable line up to the research and educational city is planned on the basis of the Greater Bandung Development Project. According to the project, power supply to the research



educational city is planned to start from the new power generation plant at Ujungberung, being sent to the main substation located in the management facilities for the research and educational city at a voltage of 150 kilovolts, from where the power is sent to each area in the city at 20 kilovolts.

The definite power capacity within Padjadjaran University campus is presumed at 6,000 KVA (kilovoltampere), and the layout plan centers on the main substation of PLN with 13 subordinate substations, each of which is supplied by the  $\pi$ -loop power supply cable line at 20 kilovolts.

In the above project, power reception to the Center is possible from the subordinate substation G-XII. Also, power receiving voltage at the Center is 3  $\phi$  4W (three-phase four-wire) 50 Hz, 380V/220V, and no problem is expected for facility's capacity, compared with the power capacity assumed for the Center.

Power supply plan, as the fiscal 1985 plan, has already installed the route for the subordinate substation G-XII within the campus. Also, for the facilities capacity, planned growths will be 555 KVA for fiscal 1985 and 2,000 KVA for fiscal 1987, based on the annual construction plan. Accordingly, no problem is expected for power reception to the Center, neither regarding capacity nor in connection with the annual construction plan.

#### (4) Telephone

The telephone network, same as the power supply cablework, has a branch office of PERUMTEL (Telecommunication Public Corporation) in the management facilities within the research and educational city. The branch office supplies 40 cables by KT 0.6 mm to the automatic exchange (PABX) to be installed in Padjadjaran University Headquarters. The exchange is planned to distribute telephone contacts in 18 facilities within Padjadjaran University.

Reception to the Center will be made from the branch office TP5-150/117, and the number of cables planned is two. However, as the abovementioned trunk line is not expected to be completed by the time the Center is completed, 2 lines are planned to provisionally be branched from the management building and dormitory of the Faculty of Letters, which are scheduled to be completed in fiscal years 1986/1987.

(5) Budget for Arrangement of Infrastructures

Padjadjaran University has already secured 500 million RP for fiscal year 1985 from the budget accounted for arrangement of infrastructures within the campus, based on the general removal project, and is further applying to the Government for 500 million RP for fiscal 1986, which is expected to be secured in due time.

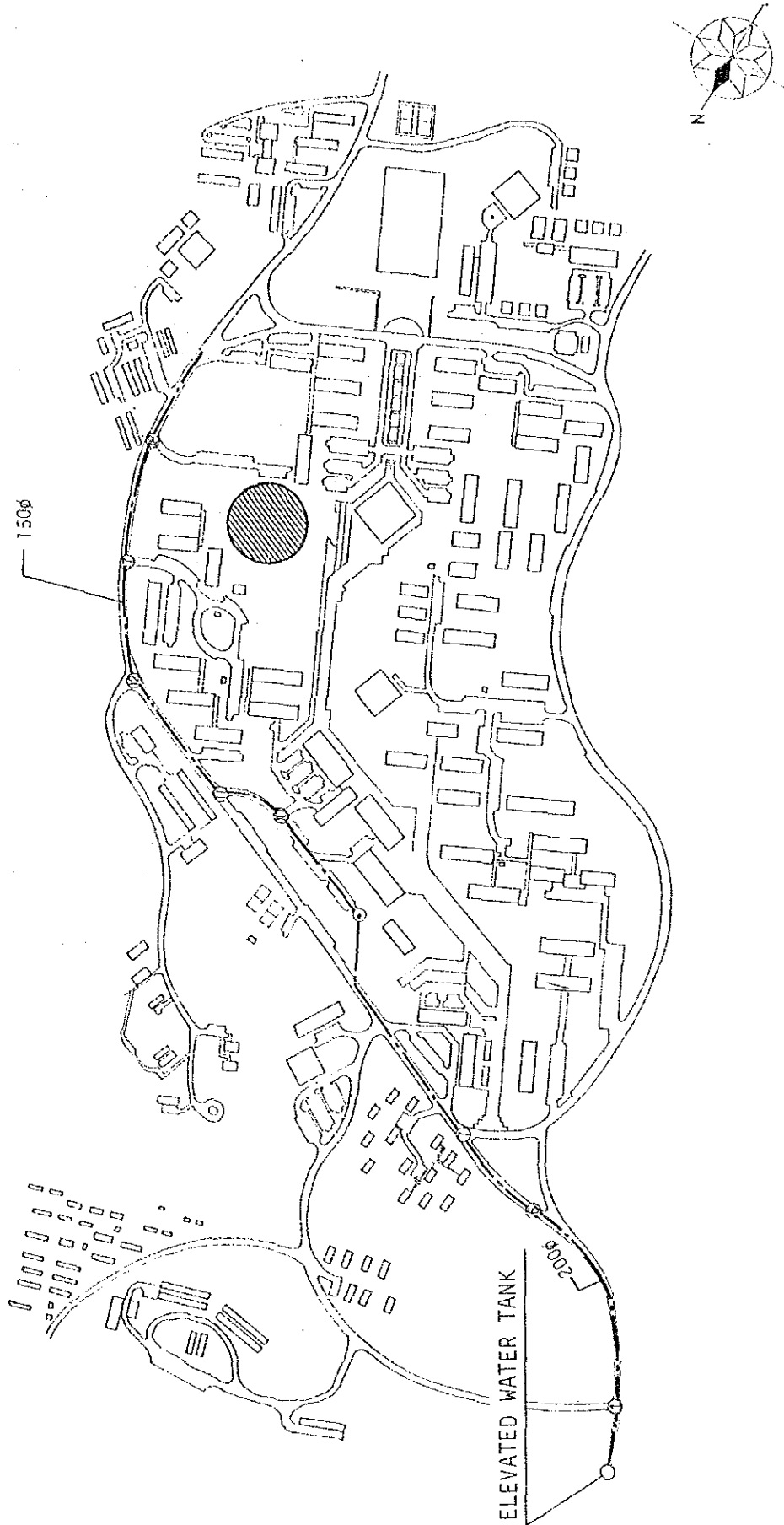


Fig. 3-3 Water Supply Pipeline Plan by Master Plan

NEW EFFLUENT INFILTRATION BASIN

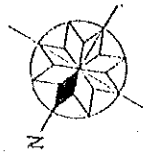
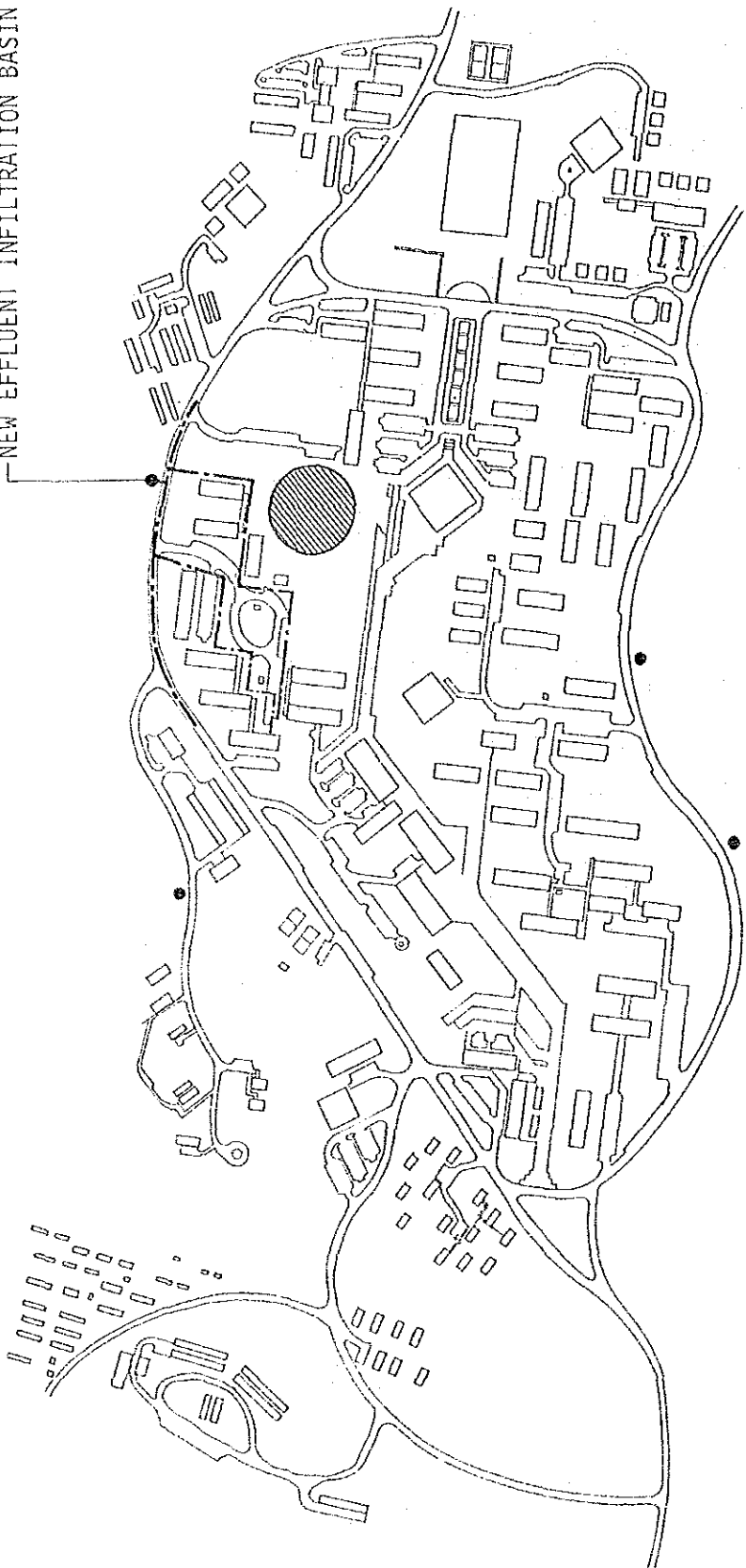


Fig. 3-4 Waste Water Drainage Plan by Master Plan

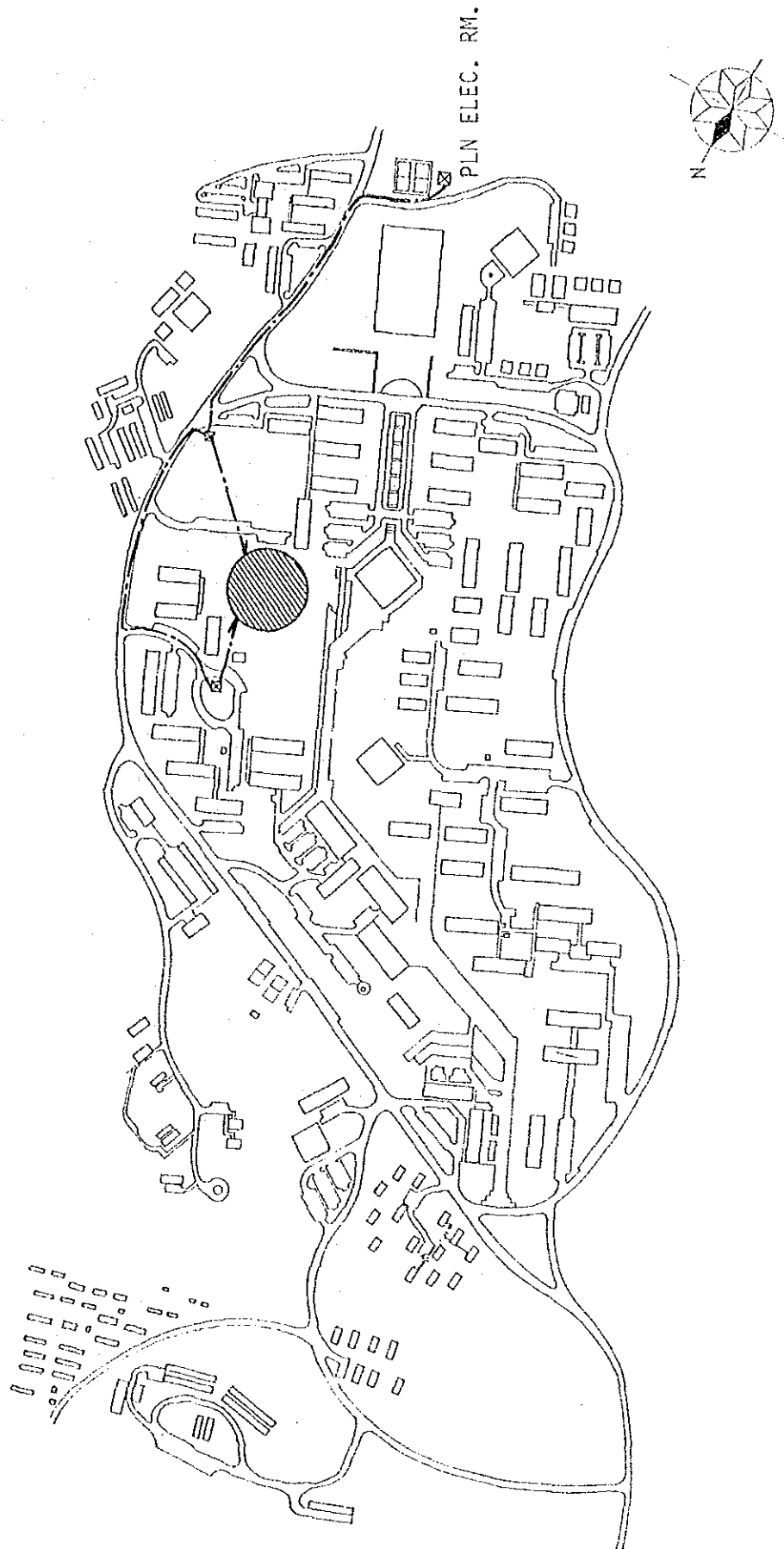


Fig. 3-5 Electric Supply Plan by Master Plan

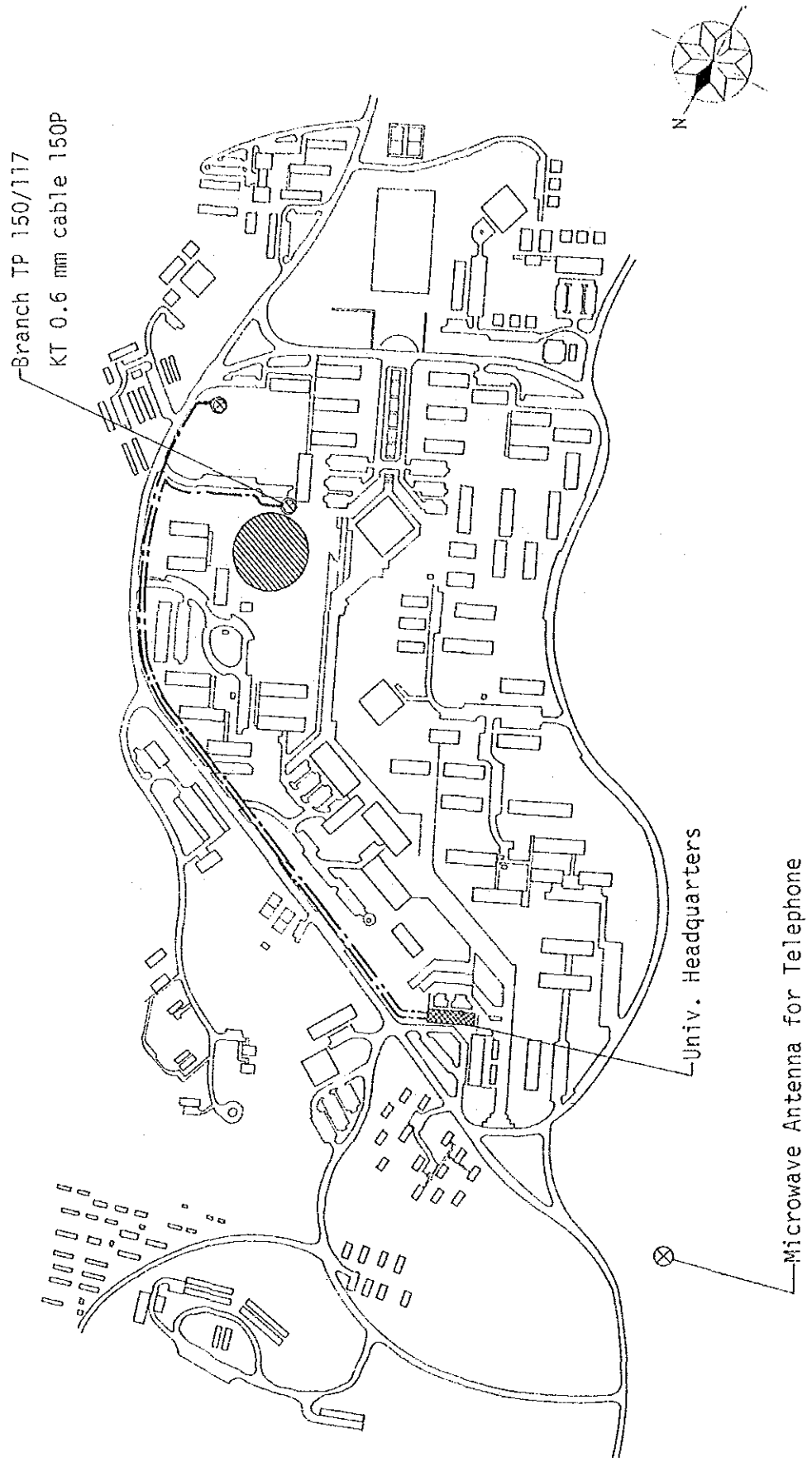


Fig. 3-6 Telephone Trunk Line Plan by Master Plan

### 3-4-6 General Conditions of Construction

#### (1) Construction Materials

Among the construction materials generally used within Indonesia, most of the basic materials like cement, structural steel, aluminium sashes, boards/plates, metallics, masonry materials, cement tiles/slates, asbestos slates, paints, glasses, etc., are arranged for from the domestic production system. A lot of mechanical equipment for buildings are imported or produced domestically, based on license contracts with foreign enterprises. All of these materials and equipment can be procured in Bandung City. With regards to construction of the Center, local procurements are sufficiently available, with an exception of partial, special materials and equipment.

#### (2) Labor Conditions

Details for quality and scale of construction firms headquartered in Sumedan or Bandung prefecture are unknown, but in the capital city of Jakarta, the construction firms are in full operation. Construction works including large scale hotels, office buildings, shopping centers, etc., are carried out. These Indonesian construction firms are working nationwide, and no problem is expected in securing sub-contractors in Sumedan or Bandung prefecture.

In connection with labor supply, out of the total Indonesian population of 150 million, 90 million or 60% are converged in Java island, offering no problem in the supply. Skilled labors, however, are in short supply. Labor wages are somewhat cheaper than Jakarta, as follows.

Common labor	2,000 - 3,000 RP/day
Foremen	4,000 - 5,000 RP/day

#### (3) Transportation Conditions

Materials transported from Japan are unloaded at the Tanjung Priok port in Jakarta City. The transportation time needed is: some 2 weeks for marine transportation, some 4 weeks for customs clearance processing and some 5 hours for 180 kilometers land transportation from Jakarta to Bandung. Transportation of materials and equipment by motor trucks is commonly conducted.

#### (4) Construction-related Codes and Regulations

In Indonesia, there are more than 10 construction-related codes, regulations, and standards in effect, such as the National Building Regulation, the Indonesian Load Regulation for Buildings, etc.

The construction site for the Center is in Sumedan prefecture, but is under the control of BAPPEDA (National Development Agency Branch Office), Bandung, according to the Metropolitan Bandung Project. Therefore, design and construction works should respect the development standards, together with following the Construction Regulations of Bandung prefecture. Affecting stipulations for the Center are mainly limitations for the Metropolitan Project, Fire Protection Standard and Structural Design Standard.

Furthermore, the construction works of more than 500 million RP in contract amount should, after bidding for the tender and before contracting, undergo an examination by the Sekretariat Negara (Secretary of State).



## CHAPTER 4 BASIC DESIGN



## CHAPTER 4 BASIC DESIGN

### 4-1 Basic Policy

The Center for Japanese Language is to be established as accessory facilities of the Japanese Language and Literature Course, the Faculty of Letters, within the new campus of Padjadjaran University, in Jatinangor area developed as research and educational city.

The Center is a complex facility consisting of the rooms for Administration Division, the rooms for Research and Development Division, the rooms for Planning and Public Relations Division, the rooms for Common Utility (multipurpose hall, lounge, etc.) and others. Accordingly, the Center is a complex facility with different functions. The basic design referred to facilities project of the entire campus, and planned the following basic policies in order that all of the Center facilities could operate functionally and that they are laid out in an organic manner to activate various activities:

#### (1) Uniformity with the Master Plan of Campus.

The Center for Japanese Language should be uniform with the master plan and design policies of the new campus. In more real words, separation of dynamic lines of vehicles and human beings, unification of X-axis and Y-axis in the facilities layout, etc.

#### (2) Functional Facilities

The Center is not only facilities for the Japanese Language and Literature Course but also for staff and students of the Faculty of Letters or the entire University, who could freely approach and utilize it. For this purpose, a clearcut layout of facilities together with programming of dynamic vectors will be designed to conveniently serve visitors or users.

#### (3) Facilities Easy to Manage, Maintain and Operate

In order that activities and function of each division could be activated, the facilities plan will be simplified for maintenance, management and operation, and the equipment plan will also facilitate management in general.

Local materials, building technology and local techniques will be positively applied to respond to the above objectives.

(4) Design Representing the Traditional Sense of Japan

The Center is facilities for Japanese language education. In order to effectively conduct its activities, the architectural style will be the one to represent the traditional sense of Japan within the range that the local construction environment permits, so as it could also introduce Japanese culture, life, custom, etc.

#### 4-2 Studies on Design Conditions

(1) Building Form appropriate to Local Natural Conditions

The Jatinangor area or the construction site is located in the plateau region some 600 meters above sea level, and is not of typically tropical climate, as other Indonesian regions. Heat radiation, however, is severe during daytime, and rainfalls are relatively heavy throughout the year. As a result, the building form will sufficiently take rainwater disposal, sunbeam sheltering and air-conditioning into consideration.

(2) Facilities Layout Featuring Topography

The construction site is located in the plateau at the foot of the mountains, and is topographically not flat. Accordingly, facilities will not be one concentrated building. The functions will be separated from each other, though such facilities are put together into a collective entity, so that space configuration will be rich and land reclamation work will be reduced.

(3) Consideration for Construction Conditions in Indonesia

Local materials, building technology and techniques will be adopted, trying to reduce construction cost and to facilitate construction efficiency as well as maintenance and operation.

## 4-3 Preliminary Design

### 4-3-1 Calculation of Facility's Size

Main facilities necessary for effectively conducting various activities of the Center for Japanese Language are the rooms for Administration Division, the rooms for Research and Development Division, rooms for Planning and Public Relation Division, the rooms for Common Utility and other rooms, which are shown in the Table 4-1. Regarding the scale of these facilities, as a result of discussions held between the Project Committee of the Center for Japanese Language in Padjadjaran University and the Study Team, the size has been set as follows, based on details of activities, scale, local geographic conditions, comparative studies of similar facilities, etc.:

The calculation of floor area of each room will be decided on comparison of the Standard Floor Area Calculation Rule (Refer to Appendix 4-7) prepared by the World Bank, UNESCO, and Asian Development Bank, and Beberapa Pedoman Standard Ruang (Standard Floor Area Guide, hereinafter referred to as the Standard) with the Japanese Data Book for Architectural Design, etc.

#### (1) Rooms for the Administration Division

##### 1) Director's Room

According to the Standard, this room is 20 square meters in size. By Japanese general standard, it requires 24 to 30 square meters for installation of office desks, chairs, bookshelves and guests' accommodation set. The Director of the Center requires the accommodation set, and this needs 24 square meters.

##### 2) Secretary's Room

According to Japanese general standard, and considering spaces for desks and chairs and reception service, needs 12 square meters. Since requirements from Indonesia stay at 11 square meters, this was set at 11 square meters.

##### 3) Reception Room

Spaces for a couple of furniture and shelves should be included. It requires a standard unit floor area, according to Japanese general standard, of 30 to 38 square meters, and this was set at 30 square meters.

4) Office Room (for 18 staff except the director and secretary)

According to the Standard and the Japanese Data Book, 4.5 m<sup>2</sup>/person is suggested, so 18 people x 4.5 m<sup>2</sup>/person = 81 square meters.

On the other hand, by equipment plan, a copying machine is to be placed in the room. The copying machine and paper storage space would need 9 square meters, and 90 square meters is set for the office room.

5) Kitchenet

This shall be around 6 square meters considering the installation of sink, electric heater and cabinet. Two kitchenets shall be installed.

6) Storage Room

According to the Standard, the storage room is set at 0.45 m<sup>2</sup>/persons, and the total will be 20 pers. x 0.45 m<sup>2</sup> = 9 m<sup>2</sup>. In order to store documents for over 300 people, however, that space is not near sufficient, so it was set at 27 square meters, according to Japanese standard floor area and considering the placement of 10 sets of lockers, having a unit length of 1800 millimeters.

7) Toilet

The toilet of 20 square meters will be installed for the office rooms. Totaling the floor area of the above rooms, the floor area needed for the Administration Division will be 214 square meters.

(2) Rooms for the Research and Development Division

1) Head Academic Staff Room

According to the Standard, is set at 18 to 21 m<sup>2</sup>/person, and the Japanese Education Ministry standard sets it at 18 m<sup>2</sup>/person. Considering the accommodation corner is needed, we set at 24 m<sup>2</sup>/person the same space as for the Director of the Center.

2) Senior Lecturer's Room

This is requested by Indonesia as an independent room. According to the Standard, it is set at 18 to 21 m<sup>2</sup>/person, and according to Japanese Education Ministry standard, it is set at 18 m<sup>2</sup>/person, so we set a couple of rooms at 18 m<sup>2</sup> each.

3) General Lecturer's Room (for two people)

Based on the Standard, it is set at 9 to 11 m<sup>2</sup>/person, and by the Japanese Education Ministry Standard, it is set at 10 m<sup>2</sup>/person. Accordingly, we install three rooms of 10 m<sup>2</sup>/person x 2 people = 20 m<sup>2</sup> each.

4) Assistant Lecturer's Room (for four people)

Based on the Standard, 6 to 7 m<sup>2</sup>/person, while by Japanese Education Ministry standard the floor area will be at 8.5 m<sup>2</sup>/person. However, since it is a big room, we set five rooms at 28 m<sup>2</sup> = 7 m<sup>2</sup> x 4 people.

5) Japanese Experts Room

This room corresponds to the senior lecturer's room. There will be two Japanese experts, but one big room dividable by partition will be set. Accordingly, the scale will be 18 m<sup>2</sup>/person x 2 = 36 square meters.

6) Conference Room (for 20 people)

The floor area by the Standard is set at 1.9 to 2.5 m<sup>2</sup>/person, and by the Japanese Data Book, at 2.0 to 2.5 m<sup>2</sup>/person, we set at 2.5 m<sup>2</sup>/person x 20 = 50 square meters to for □-and □-shaped table arrangement.

7) Toilets

The toilet for this division will be for the exclusive use of lecturers, and the size will be 15 square meters. The floor area needed for the above Research and Development Division is set at 361 square meters.

(3) Rooms for the Educational and Training Division

1) Classrooms (for 20 people each)

Based on the Standard, the Japanese Education Ministry standard and the Japanese general standard, the suitable floor area will be 2.0 m<sup>2</sup>/person. Therefore, the scale for each classroom will be 2.0 m<sup>2</sup> x 20 = 40 m<sup>2</sup> and we will install six classrooms at this scale.

2) Large-size Classrooms (Seminar Room, for 40 people)

Based on the Standard, it is set at 2.8 m<sup>2</sup>/person, but considering the utilization mode of the room, we can say that it will be sufficient with the same floor area per person, same as

the general classroom. Accordingly, we set at  $2.0 \text{ m}^2/\text{person}$ , x 40 people =  $80 \text{ m}^2$ . The Large size classroom is planned for being dividable with a mobile partition in order to raise application efficiency of the room.

### 3) Japanese-style Room

Considering a room where anyone could fully experience Japanese culture and custom under comfortable atmosphere, we set 54 square meters for a Japanese-style "tatami" floor room based on the Japanese standard "Kiwari".

Accordingly, facilities scale of classroom-related rooms stated in 1), 2), and 3) will be 374 square meters.

### 4) Audiovisual Rooms

They consist of a language laboratory (L.L.) for 40 persons, studio, editing/control room, instructor's attending room, and teaching materials room. The L.L. is set at 100 square meters based on the Standard floor area of  $2.5 \text{ m}^2/\text{person}$ , according to the Japanese standard model.

The editing/control room is set at  $30 \text{ m}^2$  according to the scale of the L.L. and based on the Japanese standard scale. The studio is set at  $60 \text{ m}^2$  according to the scale of the L.L. and based on the Japanese standard scale.

L.L. office/storage room and teaching materials room are set at 30 square meters.

Accordingly, facilities scale for the audiovisual rooms will be 220 square meters.

Rooms needed for the Educational and Training Division totals 674 square meters.

## (4) Rooms for the Planning Public Relations Division

### 1) Library

The library consists of an open-shelf style reading room, reference room, book storage room and the librarians office room. Based on the Standard, the scale of the library is  $1.4 \text{ m}^2/\text{person}$ , and 170 people x  $1.4 \text{ m}^2/\text{person}$  =  $238 \text{ m}^2$ .

The breakdown will be as follows: the floor area of the open-shelf style reading room is based on the Japanese standard rate of 70%. Supposing at  $238 \text{ m}^2 \times 0.70 = 166 \text{ m}^2$ , of which the



open-shelf style bookshelves with 10,000 books and based on the Standard 1 m<sup>2</sup>/150 books, will be 65 m<sup>2</sup>. If the scale of newspaper/magazine corner, concurrently a hall, is set at 25 m<sup>2</sup>, the reading space will be 76 m<sup>2</sup>. The scale of the reference room is set at 30 m<sup>2</sup>, based on the Japanese common standard of 18% to 20% of the reading room.

The librarians' office is based on the general office standard of 4.5 m<sup>2</sup>/person, but the library office work includes cardsorting shelves, public relations space, so we adopt 7 m<sup>2</sup>/person, to set at 7 m<sup>2</sup> x 2 people = 14 m<sup>2</sup>.

A closed-shelf style book storage room in Japanese libraries is 160 - 180 books/m<sup>2</sup> in the standard floor area. A stack room for 5,000 books requires 28 - 31 m<sup>2</sup>, and we set it 28 m<sup>2</sup>. Accordingly, the total floor area of the library rooms will be 266 m<sup>2</sup>. This area, 266 m<sup>2</sup>, can be said appropriate because Japanese libraries with around 10,000 books require 260 - 400 m<sup>2</sup>.

#### 2) Printing/Data Room

The printing/data room will be equipped with printing/bookbinding equipment by the equipment plan. We set 30 m<sup>2</sup> for the equipment space.

#### 3) Information Room

The information room will be large enough for one set of table and chairs for consultation talks, and we set it at 18 m<sup>2</sup>/room based on the Japanese standard unit space. Therefore, the total floor area of rooms needed for the Planning and Public Relations Division will be 304 square meters.

### (5) Rooms for Common Utility

#### 1) Multipurpose Hall

Based on the Standard, the hall is set at 1.0 - 1.7 m<sup>2</sup>/person, but the standard floor area based on the Japanese Data Book, including stage waiting room and storage room, will be 2.0 - 2.5 m<sup>2</sup>/person. The Indonesian Standard is for facilities like amphitheatres but too small for movie and concert halls. Therefore, the Japanese standard, 2.0 m<sup>2</sup>/person, is applied setting the capacity at 300 people. Adding 30 m<sup>2</sup> for projection/control room, the total hall area is set at 630 m<sup>2</sup>.

This floor area includes the area of the storage room for storing mobile chairs, etc.

## 2) Lounge

Considering the lounge as tea/coffee parlor spaces, 2.5 m<sup>2</sup>/person is adopted from the Japanese general standard floor area of 2.0 to 2.5 m<sup>2</sup>/person, and we set the lounge at 60 people x 2.5 m<sup>2</sup>/p = 150 m<sup>2</sup>. The floor area includes a simple kitchenet space.

As a result, facilities scale for Common Utility totals 780 square meters.

## (6) Other Rooms

Excluding the management office room and the lecturers' toilet, the facilities scale of the general toilet, based on Japanese general standard, is the number of people x 0.26 m<sup>2</sup>. According to the Standard, the number of students 170 x 0.26 m<sup>2</sup> = 44 m<sup>2</sup>. The multi-purpose hall to accommodate 300 persons will be 300 x 0.26 = 78 m<sup>2</sup>. Islamic-style sanitary wares are popular in Indonesia, which require larger floor area. On the contrary, considering the annual operation ratio and attendants of the multipurpose hall, 78 m<sup>2</sup> is a little too big, and we set at the intermediate size of 65 m<sup>2</sup>.

The floor area of corridors, staircases, etc., supposing that 35% of the aforementioned floor area is based on the Standard, is set at 808 square meters.

The floor area requested by Indonesian officials and the floor area based on various activities and functions of the Center for Japanese Language, as well as floor area by the Basic Design, are as follows:

Table 4-1 Table of Areas for Facilities

Div.	Name of room	Floor Area by Indonesia	Standard Floor Area	Floor Area of Basic Design
Administration Div.	Director's room (1)	20	24	22
	Secretary's office (1)	11	11	12
	Reception room		30	32
	Office room (24)	90m <sup>2</sup> x2rooms 180	90	96
	Kitchenet		12	18
	Storage	40	27	28
	Toilet		20	28
	Subtotal	251	214	236
Research and Development Div.	Head room of academic affairs (1)	21	24	24
	Senior lecturer's room (2)	18m <sup>2</sup> x2rooms 36	36	36
	Lecturer's room (6)	22m <sup>2</sup> x3rooms 66	60	72
	Assistant lecturer's room (20)	28m <sup>2</sup> x5rooms 140	140	120
	Japanese expert's room (2)	18m <sup>2</sup> x2rooms 36	36	36
	Conference room (for 20 persons)	50	50	48
	Toilet		15	28
	Subtotal	375	361	364

Div.	Name of room	Floor Area by Indonesia		Standard Floor Area		Floor Area of Basic Design	
Training Div.	(Class rooms)						
	General class room	40m <sup>2</sup> x4rooms	160	40m <sup>2</sup> x6rooms	240	39m <sup>2</sup> x6rooms	234
	Large class room	80m <sup>2</sup> x4rooms	320	80m <sup>2</sup> x1room	80	87m <sup>2</sup> x1room	84
	Japanese style room				54		56
	Storage						19
	Subtotal		480		374		393
	(Audio-visual)						
	Language laboratory	for 40 people	120		100		112
	Editing & control room		200		30		28
	Studio				60		56
L.L. office & storage		21		30		28	
Subtotal		341		220		224	
Planning and Public Relations Div.	(Library)						
	Reading room				166		184
	Reference room				30		24
	Librarian's office		200		14		16
	Stack room				28		24
	Printing & data room				30		32
	Information room	2 rooms			36		24
Subtotal		200		304		304	
Common Utility	Multipurpose hall	for 400 people	600	for 300 people	630		600
	Lounge		160	for 60 persons	150		154
	Subtotal		760		780		754
Others	Toilet		65		70		56
	Corridor, staircase etc.		842		808		812
	Subtotal		842		873		868
	Total		3,249		3,136		3,143