

## Matsumoto Dental University (松本歯科大学)

### Evaluation summary

#### “Standard 1. Mission and Objectives, etc.”

The institution has clearly and concisely defined its mission and objectives in Article 1 of the school rules, and laid out educational objectives consisting of five items in Article 4 of the school rules. To emphasize its originality and features, it has specifically included a focus on human education and liberal arts education in its mission, goals and educational objectives. The school philosophy contains the phrase: “To respond flexibly to change”. The institution has involved officers and school staff in setting its mission, goals and educational objectives, which have been made known to students, applicants for admission and their parents, etc. Toward the achievement of its mission, goals and educational objectives, it has established a basic organizational structure for education and research.

#### “Standard 2. Learning and Teaching”

The institution has posted its admission policy on the website, etc., and has accepted students according to the policy. It also has developed and explicitly disclosed its curriculum policy. Teachers and personnel of the School Affairs Division have worked together to provide learning support. The institution held parent-teacher-student meetings in all grades in October after the first semester examination to explain learning progress to not only students, but also to their parents as part of learning support. It clearly defined criteria for deciding promotion, both for faculties and the graduate school. It built a structure to provide guidance on social and vocational independence to students who wish to become a dentist, under which year-head teachers have provided them with career guidance and advice. Students’ learning achievements were assessed and reviewed based on the fine rating scale. The “Educational Learning Support Center” implemented a class evaluation questionnaire survey twice a year to grasp and analyze the learning progress and achievement of educational objectives. Many students stayed in the student dormitory “Campus Inn”, where full-time staff resided to support their daily life. Student counseling was provided by the “Educational Learning Support Center”, etc. A faculty development (FD) workshop has been held 5-7 times a year. The campus has been improved and maintained to create an educational environment with amenity and safety.

#### “Standard 3. Management, Administration and Finance”

In accordance with the various rules for organizational ethics, the institution has been operated toward the achievement of its mission and objectives. It has established necessary rules and systems regarding harassment, personal information protection, whistle-blowing, research ethics, etc. It has properly publicized its educational and financial information in accordance with laws and regulations. The board of directors meeting was held periodically to make decisions. The managing board of directors held a monthly meeting to perform its function. A relationship between a deliberative organ and a decision-making organ has been established so that the principal can make decisions on education and research. The institution’s decision-making process includes

deliberations in the faculty meeting, the school affairs council, the board of directors, etc. The principal has exercised adequate leadership, while the secretary-general has been a member of some conference bodies, including the faculty meeting and the school affairs council which is supposed to play a role in promoting liaison and coordination among academic divisions. Each commission consisted of teachers and clerical personnel, which shows that a bottom-up system has been established. The institution has strived to ensure sound financial operations, to establish a stable financial base, and to maintain the balance between income and expenditure. It has established and strictly performed procedures for accounting audits.

#### “Standard 4. Self-inspection and Evaluation”

The institution has conducted independent and autonomous self-inspections and evaluations in accordance with the “Matsumoto Dental University Self-inspection and Evaluation Regulations”, and has established a structure to properly conduct self-inspections and evaluations. Using the format of the certified evaluation and accreditation of universities designed by the Japan Institution for Higher Education Evaluation, it has collected data every year. Such data were analyzed by the Self-inspection and Evaluation Committee and special committees, and the results were shared by the managing board of directors. Thus, there has been a structure to utilize self-inspection and evaluation results for the institution’s management. The results of self-inspections and evaluations were posted on the “Staff Intranet” and the website so that they could be shared internally and publicized externally. As a short-term goal, the institution defined the “Improvement and Enhancement Measures” described in the self-inspection and evaluation report issued in 2012. Each special committee formulated and implemented its own “Improvement Plan based on the Self-inspection and Evaluation Report, etc.” The institution has therefore made efforts to establish a PDCA cycle.

To sum up, the institution has been appropriately engaged in education and research according to its school philosophy, mission and objectives. It has also created a proper teachers’ organization, educational environment, etc. It has conducted self-inspections and evaluations, and has strived to improve educational methods and promote collaboration between teachers and other school staff. It has conducted evaluations and made improvements based on a PDCA cycle. It is expected that it will achieve further improvement as a higher education facility.

For details of “Standard A. Social Contribution, etc.”, which is set forth as the institution’s unique initiative based on its mission and objectives, please refer to the general remarks on the standard.