

## YOKOHAMA UNIVERSITY OF PHARMACY (横浜薬科大学)

### Evaluation summary

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

Regarding its school philosophy of “enrichment of life by the development of personality”, the institution has clearly defined the mission and objectives for each department in the school rules.

Three 6-year drug departments aim to cultivate highly specialized pharmacists based on the keywords, “prevention of diseases”, “pre-symptomatic medicine” and “treatment”, and the four-year Pharmacy Department established in 2015 aims to cultivate technical experts who can contribute to the biotechnology and chemical industries. Each of these departments seeks to provide unique and distinctive education.

The institution has made reform efforts by organizing the Future Planning Committee, formulating a future plan, and determining strategic priorities for each year toward the achievement of its mission and objectives.

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

The institution has defined the admission policy for each department, which was publicized to the public via the website and by other means. It has put emphasis on education that helps students to acquire basic academic skills necessary to learn pharmaceutical sciences (e.g., physics, chemistry, biology and mathematics). As measures to prevent students from dropping out or repeating a grade, it has been conducting a cause analysis, and introduced a teaching assistant (TA) system that encourages senior students to give private lessons to underclass students as in-school private tutors.

The institution has clearly stated the criteria for promotion, requirement for attendance in connection with periodic examinations, and criteria for graduation certification in the school rules and course registration regulations. In accordance with the above criteria and standards, the principal is supposed to rigorously make decisions as regards certification of promotion, graduation, etc., after hearing opinions from the faculty meeting responsible for examining whether target students have satisfied the requirements.

To provide effective placement assistance, the institution has allowed the Career Center, the Committee on Health and Welfare, and supervisory teachers to cooperate in conducting student support activities. It has made efforts to improve student services by installing a “Suggestion Box” to receive students’ requests, etc., and their opinions.

The institution has properly performed the procedures for recruitment and promotion of teachers in accordance with the “Teacher Qualification Screening Internal Regulations”. As part of measures to improve teacher quality, it has publicized, internally and externally, the “Annual Education and Research Report” compiling education, research and on-campus activities. It has allocated an adequate number of students to each class, including practical subjects.

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

The school corporation as a whole has ensured operations in compliance with laws and regulations, including the School Education Act, while maintaining management integrity.

According to its school philosophy, it has established autonomy as a private school, and has developed an organizational structure and necessary rules for enhancing the public openness expected of an educational organization in response to social needs.

As the highest decision-making body of the governing body, the board of directors discussed and decided prescribed matters in accordance with the articles of endowment, although there have still been some issues regarding operation of the standing board committee and development of the rules.

In accordance with the revised School Education Act, the school rules stipulate the authority of the principal and the roles of the faculty meeting to clarify the decision-making process of the school organization. A steering committee to discuss administrative operation of the governing body and school organization was established to coordinate their opinions.

Appropriate personnel were appointed in view of their preferences, abilities, qualities, experiences, etc., every year, to maintain an effective system for execution of operations.

A mid-term financial plan was formulated, and various measures to establish a financial base and keep the balance between income and expenditure were taken by securing a steady income from student tuition and other fees and by reasonably reducing expenditures, including personnel costs and scholarships. Threefold audit procedures consisting of accountant audit, auditor-secretary audit and internal audit were performed properly.

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

For the purpose of conducting flexible self-inspections and evaluations, the institution established the Self-inspection and Evaluation Working Group consisting of personnel in charge of practical operations in each internal committee as a subordinate body of the Self-inspection and Evaluation Committee in 2014, since when it has strived to strengthen its structural operational system. It established the Institutional Research (IR) Committee in order to consolidate internal information in 2014, and has allowed the committee to collect, organize and analyze information, and to offer such information to the Self-inspection and Evaluation Committee.

Based on an annual future plan decided by the Future Planning Committee consisting of key members of the institution, including the president of the governing body and the principal, each committee is supposed to formulate an annual implementation plan, to compile activity results as an outcome report, and submit the report to the Self-inspection and Evaluation Committee at the end of the year.

To sum up, the institution has promoted education and research activities according to three policies (i.e., diploma policy, curriculum policy and admission policy) based on its school philosophy. In the aspect of its administrative operations, the governing body and the school organization have worked together to ensure a smooth decision-making process. It is expected that the board of directors will be more keenly aware of its responsibility as the highest decision-making body of the school corporation, and will make efforts to further strengthen its functionality by creating ancillary organizations. It is also expected that the institution will promote more sophisticated self-inspection and evaluation activities toward advancement of social status.

For details of “Standard A. Collaboration with Society” and “Standard B.

Industry-Academia-Government Collaboration”, which are set forth as the institution’s unique initiatives based on its mission and objectives, please refer to the general remarks on the standard.