

## **Shiraume Gakuen University (白梅学園大学)**

### Evaluation summary

#### **Standard 1. Mission and Objectives, etc.**

The University's mission and goals are in line with the Basic Act on Education and School Education Act and concisely stated as follows: "Based on the founding principles of human respect and humanism, the University dedicates itself to education and research in line with the Basic Act on Education, and aims to achieve research results that will contribute to the happiness of mankind, enhancement of culture and development of society, and to foster outstanding human resources." These mission and goals are made known both on-campus and outside of the University.

The University's individuality and distinctive quality is human resources development in the area of child care, education and welfare, which is clearly stated as its educational objectives in the Shiraume Gakuen University Regulations, and which make a reality of its founding principle of humanism based on child studies. In order to reach the goal of Article 83, Paragraph 2 of the School Education Act, an education and welfare center and community interaction research center have been established, while the University makes continuous efforts to examine and reform its educational content.

The University's mission, goals and educational objectives are displayed in the students' handbook and guide to course completion, and are thoroughly made known on the campus through the annual address given by the President at the entrance ceremony and commencement ceremony, as well as being mentioned in the annual guidance sessions.

The University's future plan for attaining its educational objectives is examined and reported upon at the Future Concept Committee meetings.

#### **Standard 2. Learning and Teaching**

The admission policy is clearly stipulated in line with the goals of the faculty, departments, and graduate school shown in the University Regulations, and made public and widely known outside of the University. Furthermore, in line with this policy the formats for the varied entrance examinations display innovation and the University is striving to maintain the number of entrants.

The curriculum policy is shown in the guide to course completion that is distributed to students on an annual basis, and made public outside of the University.

The Department of Academic Administration serves as the contact point for support for learning and class instruction, providing consultation on course completion, and support for use of the portal site. Teaching Assistant (TA) regulations and guidelines are also in place for the use of TAs.

A diploma policy is stipulated for both the undergraduate and graduate programs, and made public in the guidelines on course completion. Furthermore, the standards for promotion to the next school year including Grade Point Average (GPA) requirements are stipulated and stringently applied.

There is a system for career path guidance, job placement measures, internship consultation and other career counseling, centering on the full-time faculty and career counsellors, providing meticulous guidance on career paths.

The scholarship system of off-campus bodies such as the Japan Student Services Organization as well as the University's own grant-type scholarships and loan-type scholarships are available, and financial support for students is appropriately conducted.

#### **Standard 3. Management, Administration and Finance**

The Board of Directors and its consultative body the Board of Councilors, auditors, and Executive Committee ensure the maintenance of appropriate operations, and the University's incorporated entity collaborate in education and learning, and continuous efforts towards the achievement of the University's mission and goals are made.

The Board of Directors usually convenes four times a year and whenever it is necessary, and the attendance record is good. In addition, the Executive Committee is in place to serve as a preliminary organization to the Board of Directors, and meets once a month.

In order to support the leadership of the President, an Executive Council headed by the Vice

President and also consisting of the Dean, Director of Academic Administration, Director of Student Affairs and Director of Student Solicitation Measures has been established as an auxiliary body.

Collaboration between the administrative departments and the education and learning departments is smoothly implemented through the Board of Directors, Executive Committee, Five-Person Council (composed of the Chair of the Board of Directors, Secretary General of the University's incorporated entity, President, Vice President, and Dean) and other councils.

An administrative system is in place and the allotment of duties has been clarified and the system for executing administrative matters is correctly functioning.

The University's enrollment quotas have been met for the past five years, the operation income and expenditure balance is in the black and a fiscal balance is being maintained.

Accounting procedures are carried out in an adequate manner and pursuant to the Accounting Standards for Incorporated Educational Institutions, Incorporated Educational Institution Shiraume Gakuen Articles of Endowment, and the Accounting Regulations of the Incorporated Educational Institution Shiraume Gakuen.

#### **Standard 4. Self-Inspection and Evaluation**

The University and Graduate School Regulations stipulate the implementation of self-inspections and evaluations, and these are carried out in a systematic manner in line with the Shiraume Gakuen University Self-Inspection and Evaluation Regulations and the Shiraume Gakuen University Self-Inspection and Evaluation Bylaws. Moreover, in line with the Self-Inspection and Evaluation Regulations the Self-Inspection and Evaluation Committee, which is mainly composed of the University Executive Council members including the President has been established, and a self-inspection and evaluation system has been created.

A secretariat has been established under the Self-Inspection and Evaluation Committee, and the Planning and Coordination Office in charge of it commissions a special working group to conduct investigations and collate the data to ascertain the circumstances of the University.

The collation and analysis of data based on the University's situation and the sorting through of issues, deliberation over reform measures towards the next academic year and so on is carried out by each department on an annual basis, and the issues looked at and new initiatives are reported to and shared by the Managers & Department Chiefs Council, thus providing a sharing system for all faculty and staff. Furthermore, crucial issues are raised and reform measures considered by the executives, reflected in the plan for the next academic year after discussion by the Faculty Council, and a PDCA mechanism has been created.

In summary, the University seeks to provide an education in which people are respected and treated with care, and emphasizes a sense of humanity with consideration for each and every person. It pursues an education that maximizes the strength that only small-scale universities possess in its human resources development and educational objectives, which realize its founding principle of humanism based on child studies, and interaction with the local community through collaboration with various organizations. It is to be hoped that it continues to develop further as a university of individuality and distinctive qualities.

Note that with regard to the University's unique initiatives regarding its mission and goals, the general comments on "Standard A. Social contribution and community collaboration —student participation-type community collaboration activities" should be referred to.