

YOKOHAMA COLLEGE OF COMMERCE (横浜商科大学)

Evaluation summary

Standard 1. Mission and Objectives, etc.

Established in 1968, the College currently has one faculty and three departments. The College's founding principles are prescribed as "Growing into trustworthy human beings", and based on these founding principles, the College's goals are clearly prescribed in the College Regulations as "Providing specialized education related to commerce for high school graduates with the aim of nurturing leaders of the industrial world with an abundant international education, nurturing 'trustworthy' human resources who respect honesty and trust." The distinctive quality of the Faculty of Commerce is "Effective business education", with the College's individuality and distinctive quality clearly stipulated in an easy-to-understand manner as the three skills of (1) Business education focused on practical skills; (2) Business education that nurtures the ability to take action and problem-solving skills; and (3) Business education that fosters collaboration. Based on these, the distinctive qualities of the educational objectives of each of the three departments are clearly prescribed in the College Regulations. The College's founding principles as well as its mission and goals are made known both on-campus and outside the College via the College's website, and are made widely known via the Founding Monument, inclusion in materials distributed at entrance ceremonies, college guides, and student handbooks.

Standard 2. Learning and Teaching

Entrant selection is carried out in accordance with the admission policy, and various entrant selection methods are employed. Consistency between the curriculum policy and the diploma policy has been secured, and a systematic and clear educational curriculum has been organized using curriculum maps and learning models. In addition to introducing a Student Assistant (SA) system, the College has established a Student Collaboration Center and is endeavoring to utilize the SA system effectively. The provision of office hours is mandatory for both full-time and part-time faculty, and office hours are made known to students via notices. In addition, the e-mail addresses of faculty are made available to students to enable them to contact individual faculty even when the relevant faculty is absent. In addition to meticulous services aimed at preventing withdrawal, such as a notification of absences via telephone mainly targeting First Year students, supplementary lectures, and early learning counselling, the College conducts learning consultation sessions and utilizes withdrawal prevention measure analysis data as part of efforts to prevent student withdrawals. With regard to inspections and evaluations to ascertain the status of achievement of educational objectives, tuition evaluation questionnaires are used. Questionnaires are implemented twice a year and the results made known to the relevant academic staff. In cases where it is determined that improvements are necessary, tuition improvement measures such as the Dean requesting the submission of an improvement plan being submitted. Opinions and requests regarding student services are identified through student questionnaires that are conducted annually, leading to the enhancement of services. The College has established its own independent scholarship system and tuition fee reduction system, providing students with financial support. Students are encouraged to obtain qualifications while enrolled, and extracurricular lectures related to acquiring qualifications are provided with the assistance of the Ikuyukai Association with the aim of providing social and professional support.

Standard 3. Management, Administration and Finance

College Internal Regulations have been formulated in compliance with the School Education Act, Private Schools Act, Standards for Establishment of Universities, and other related laws and ordinances, ensuring management discipline and integrity. With regard to a system enabling strategic decision-making, a system has generally been established although some issues remain regarding items to be examined by the Board of Directors, such as selection of the College President. Methods for disclosing educational and financial information are prescribed under regulations, and this information is made public in an appropriate manner. Reflecting revisions of the School Education

Act, authorities and responsibilities have been clearly stipulated and operations are carried out to ensure that the College President's leadership is fully demonstrated. In addition to the Board of Directors and Board of Councilors, there is also an Executive Committee, creating a system whereby the President and Dean are involved in the decision-making of the College's incorporated entity. Furthermore, the College Operation Council (which is convened by the College President) is also attended by the Chair of the Board of Directors, facilitating smooth communication between administration and education and learning. Authorities and responsibilities for the duty execution system are clearly stipulated and operate smoothly. A center system has been introduced whereby academic and administration staff work together to perform duties. In order to improve the quality and administration of administration staff, the College has introduced a target management system and is conducting organizational research and deploying staff in efforts to further improve staff capabilities.

Standard 4. Self-Inspection and Evaluation

Based on the College Regulations and the "Regulations Concerning Yokohama College of Commerce Self-Inspection and Evaluation", the College has established a Self-Inspection and Evaluation Committee and carries out inspections and evaluations in compliance with JIHEE evaluation standards. In carrying out self-inspections and evaluations, data that can be used as evidentiary materials is gathered for each item, with self-inspections and evaluations carried out based on evidence while maintaining objectivity. Self-inspection and evaluation results are shared within the College and publicly disclosed via the College website. With regard to the utilization of self-inspection and evaluation results, the Self-Inspection and Evaluation Committee plays a central role on considering the items requiring improvement in each center and department based on the "Regulations Concerning Yokohama College of Commerce Self-Inspection and Evaluation", and the results are reflected in the College's business plan for each academic year and used in making reforms and improvements.

In summary, the College's mission and goals have been clearly prescribed in accordance with the College's founding principles, and education is being provided in accordance with these. Consistency between the curriculum policy and diploma policy has been secured, while a systematic and clear educational curriculum has been organized. A system enabling strategic decision-making has been established, and expectations are held for further efforts to secure entrants and execute the medium-to-long-term plan.

Note that with regard to the University's unique initiatives regarding its mission and goals, the general comments on "Standard A. Community contribution" should be referred to.