Business Breakthrough University（ビジネス・ブレークスルー大学）

Evaluation summary

Standard 1. Mission and Objectives, etc.

The mission, goals and educational objectives of the Graduate School are partially incomplete, but the University has concisely stated them in the University regulations. Moreover, the University has defined its individuality and distinctive qualities, such as being a private university created by Business Breakthrough Inc. and a distance-learning-only university.

The University is responding to changes in society, including by reviewing enrollment quotas, reorganizing departments, establishing a new course system and reviewing curricula. Based on its founding principles, etc., the University has decided on three policies of a diploma policy, a curriculum policy and an admission policy while establishing and maintaining affiliated facilities including a Faculty of Business Administration and a Graduate School Department of Management.

○ We can give the University high marks for individuality and distinctive qualities because not only is it a distance-learning-only university, but it also has a framework in which students can attend and graduate 100% online.

Standard 2. Students

The University has decided on an admission policy based on its founding principles, and it has publicized it both internally and externally, through student application guidelines and on its website. Entrant selection is performed appropriately in keeping with the relevant regulations.

In addition to creating a support system for learning and class instruction based on collaboration between faculty and staff, the University is using the academic progress data collection and analysis system QlikView to implement a support system for learning and class instruction that leverages the advantages of online education. It assigns Learning Advisors (LAs) and Teaching Assistants (TAs) to support faculty educational activities while working to develop faculty abilities.

While placing Certified Skilled Professionals of Career Consulting in the Career Center, the University is implementing career education and supporting those seeking employment. This includes arranging a structure that makes possible individual online consultations at any time.

The University is adequately outfitting the equipment and facilities needed to achieve its educational objectives. The library room is open until 10 p.m. as a place to encourage effective self-study and mutual interaction, and it maintains academic informational materials, primarily online journals.

The University works to understand student opinions and requests so that diverse students may smoothly carry out their studies. This includes conducting various kinds of surveys including questionnaires on courses and graduation questionnaires.

○ We can rate highly the fact that the University is gathering and analyzing in real time data on

academic progress using QlikView, and using that information to prevent students from dropping out, taking leave of absence and having to repeat a year of their courses.

○ Many LAs and TAs are the University and Graduate School graduates, and they support faculty educational activities, including by following the progress of in-class discussions. We give the University high marks for this point.

○ We give the University a high rating for fact that students are able to access an abundance of content online because they are given free rights to browse AirSearch, an educational material and content library.

Standard 3. Educational curriculum

The University has formulated a diploma policy based on its founding principles and educational objectives, and it clearly states it in its University Regulations. Based on its diploma policy, the University settled on standards for awarding credits, promotion to the next school year, certifying graduation and completion, and it strictly applies them. Moreover, the University has established a curriculum policy based on its diploma policy and has publicized it. The University has created syllabuses for every course in keeping with the Business BreakThrough University Syllabus Creation Guidelines and has made them available them to students. It has set an upper limit on the number of courses a student may register for and has devised a way to preserve the essence of the credit system.

The University uses educational methods with the distinctive feature of being 100% online. Its various teaching methods include holding joint courses with overseas universities in which it connects to them in real time and simultaneous lectures using a Web conferencing system for courses in which students give presentations.

Regarding the learning achievement, the University evaluates students using graduation theses and grade point average (GPA) and uses these evaluations to improve education. The University also endeavors to internally assure the quality of education by revising the content of lectures, eliminating overlap between the content of lectures throughout the overall curriculum, and verifying the validity of links between courses.

○ We give the University high marks for using the distinctive educational method of online education using AirCampus® to ensure bidirectionality.

Standard 4. Faculty and Staff

There are some problems with the operation of the Faculty Council, but the University has decided on Business BreakThrough University Faculty Organization and Operation Regulations to allow the President to appropriately show leadership, and it has created an organization to assist the President.

Both the University and the Graduate School have secured numbers of full-time faculty and professors that exceed the Standards for Establishment of Universities and Graduate Schools, and they assign them appropriately. Moreover, the University is appropriately employing and promoting faculty based on the Business BreakThrough University Faculty Selection Regulations and other

relevant material.

For Faculty Development (FD), the University implements two kinds — training on AirCampus® and group training —, and for Staff Development (SD), it implements it systematically with regard to multifaceted learning support using collaboration between faculty and staff and the implementation of team teaching etc.

To extend the scholarly creativity of full-time faculty and allow them to engage in sufficient research activities, the University works to configure a suitable environment, and it prepares internal regulations related to research ethics and publicizes them.

○ We give high marks to the University for systematically preparing a variety of SD activities including the effective use of AirCampus.

Standard 5. Management, Administration and Finance

Regarding the maintenance of management discipline and integrity, the University and the company that established it have created various regulations based on related laws and regulations. The establishing company is a company listed in the first section of the Tokyo Stock Exchange, and it is engaged in continuous efforts to realize its mission and goals, including by building a stable financial base through diverse financing and diversification of its business income.

The University has prepared a crisis management system by establishing a crisis management structure and a method for dealing with risks. The Board of Directors, the top decision-making body in the company that established the University, has created a system for making decisions in a way that is oriented toward the University's mission and goals. This system is functioning properly.

The President also serves as Representative Director and Chairman, and a system is in place that makes it easy to exercise the President's leadership

The University's and Graduate School's fiscal plan (business plan for the next academic year and three academic years) is drawn up each academic year based on an annual budget planning policy by the establishing company, then submitted to the Board of Directors and voted on.

The establishing company engages in suitable accounting procedures. It created Accounting Regulations and various in-house regulations in accordance with ASBJ Statements, the Companies Act, and other laws and regulations. Moreover, internal controls and financial accounting are subject to a strict annual audit by an external auditing firm in accordance with related laws, which gives the company suitable outside opinions.

○ We give the University high ratings for having division heads of the University and Graduate School hold individual interviews with all staff members every month, a system that allows them to understand staff requests and suggestions.

Standard 6. Internal Quality Assurance

In order that the results of self-inspection and evaluation and institutional evaluation and accreditation will lead to improvement of and an increase in the University's educational and

research activities, the Business BreakThrough University Self-Inspection and Evaluation Committee, a college-wide organization, takes the lead role in implementing internal quality assurance activities. The University engages in organizational self-inspection and evaluation, having provided for an internal quality assurance responsibility system in its Business BreakThrough University Self-Inspection and Evaluation Committee Regulations and having created an IR Office and Internal Quality Assurance Office.

Regarding the results of this self-inspection and evaluation and institutional evaluation and accreditation, the University has worked to establish the PDCA cycle for internal quality insurance, which includes sharing those results within the University, releasing them to the community and using them to make improvements for the next academic year and beyond.

In summary, as a university established by Business Breakthrough Inc. through the Special District for Promoting Career Education system in Chiyoda, Tokyo, the University has engaged in diverse education, including making full use of its individuality and distinctive qualities of being a distance-learning-only university and being 100% online, as well as holding joint courses with overseas universities in which it connects to them in real time. It is engaged in pioneering higher education and has shown educational results.

Note that with regard to the University's unique standards, the general comments in "Standard A. Extracurricular Recurrent Educational Program" and "Standard B. Student Diversity" should be referred to.

It should be noted that the University has cited the following remark.

1. The effective use of the proprietary e-learning system of this University created by the company that established the University, and the use of it to offer diverse educational opportunities to working adults