Japan Institution for Higher Education Evaluation

Map & Access
Two minute walk from Ichigaya Station. (JR Chuo-Sobu Line, Toei Shinjuku Line and Tokyo Metro Yurakucho/Namboku Lines.)

Japan Institution for Higher Education Evaluation
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http://www.jihee.or.jp/en/
Greetings from JIHEE to Colleagues and Friends!

I am very pleased to inform you that on 21 June 2018 I was appointed as the third President of JIHEE (Japan Institution for Higher Education Evaluation) by its Board of Directors. JIHEE was established in 2004 as an organization to make evaluation of universities, junior colleges and other higher educational institutions in Japan in accordance with Article 110 of its School Education Law. In 2012 JIHEE was certified as a Public Interest Incorporated Foundation in the field of higher education by the Prime Minister’s Office.

For the last 12 years from 2005 through 2017 JIHEE has conducted evaluations for 618 universities, 16 junior colleges and one graduate school in total. The common purpose of these evaluations is to support the autonomous enhancement and improvement of quality of higher education in Japan. Almost all institutions which have been evaluated by JIHEE until today are funded by private corporations. This is the most significant characteristic of JIHEE. None of private universities/junior colleges were established without being based on the founding principles which are unique to every university/college. JIHEE highly respects those principles when making evaluation, because they are nothing but “raison d’être” of those institutions.

JIHEE, having terminated two rounds of evaluation since its inception (the first from 2005 to 2010 and the second from 2011 to 2017), has entered the third cycle this year in respect of evaluation. Thus, its Evaluation Standards have largely been revised, so that internal quality of education and research activities of every institution would be further assured.

Last but not least, I would like to express my sincere gratitude to Prof. Toshiji KURODA, my predecessor, who has made brilliant and valuable contributions with very strong leadership for development of JIHEE.

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**Outline of JIHEE**

**Address**
Daini-Seiko Building 2F, 4-2-11, Kudan-kita, Chiyoda-ku, Tokyo 102-0073 Japan

**Representative**
Noriaki SAGARA, President

**Purpose of foundation**
To contribute to the development of institutions of higher education in Japan by evaluating the situation of those institutions, including educational and research activities, and supporting the institutions’ autonomous efforts to enhance and improve quality.

**Main activities**
- Evaluation of educational and research activities, etc. (institutional certified evaluation and accreditation of universities/junior colleges/fashion business professional graduate schools)
- Training of evaluators
- Research and studies on evaluation
- Public relations and enlightenment activities (publication of public relations magazines, etc. / information disclosure)

**Membership**
(as of September 2018):
- 354 universities and 20 junior colleges

**Seminars and other events organized by JIHEE**
- Evaluation Seminar for Universities/Junior Colleges
- Evaluation Enhancement Conference
- Seminar for Directors in Universities/Junior Colleges
- Seminar for Liaison Officers in Universities/Junior Colleges/Fashion Business Professional Graduate Schools
- Seminar for Evaluators

**History**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>April 2000</td>
<td>Research Institute for Independent Higher Education (RIIHE) was founded by the Association of Private Universities of Japan (APUJ), and research into the development of a university evaluation system was undertaken.</td>
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<tr>
<td>October 2002</td>
<td>The resolution to establish a third-party institution for the evaluation of private universities was adopted at the 117th general meeting of APUJ. (The same resolution was also approved at the 119th, 120th and 121st general meetings of APUJ in October 2003, March 2004 and October 2004 respectively.)</td>
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<tr>
<td>October 2004</td>
<td>The application for the foundation of JIHEE was filed with the Minister of Education, Culture, Sports, Science and Technology (MEXT).</td>
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<tr>
<td>November 2004</td>
<td>The establishment of JIHEE was permitted by the Minister, MEXT.</td>
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<tr>
<td>July 2005</td>
<td>JIHEE was certified by the Minister, MEXT as an institution to evaluate universities.</td>
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<tr>
<td>September 2009</td>
<td>JIHEE was certified by the Minister, MEXT as an institution to evaluate junior colleges.</td>
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<tr>
<td>March 2010</td>
<td>JIHEE was certified by the Minister, MEXT as an institution to evaluate fashion/business professional graduate schools.</td>
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<tr>
<td>April 2012</td>
<td>JIHEE was authorized as a public interest incorporated foundation.</td>
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Evaluation System

Evaluation Objectives

The evaluations conducted by JHHE at the behest of the institutions of higher education are implemented in accordance with the following objectives for the purpose of contributing to the further development of higher education in Japan.

(1) To evaluate the overall situation of educational and research activities of institutions of higher education, on the basis of the Evaluation Standards developed by JHHE taking into consideration the analysis of the results of Self-Inspection and Evaluation, and to verify the Self-Inspection and Evaluation and to support the institutions efforts to strengthen internal quality assurance on their own initiative.

(2) To assist and promote the autonomous development of educational and research activities on each institution's individuality and distinctive qualities through evaluation that considers the institution's individuality and distinctive qualities.

(3) To provide support that enables institutions of higher education to obtain the backing of the general public through appropriate disclosure of the overall state of their educational and research activities.

Fundamental Policies of Evaluation

JHHE conducts evaluations on the basis of the following fundamental policies.

(1) Evaluation focusing on internal quality assurance
(2) Evaluation on the basis of Evaluation Standards provided for by JHHE
(3) Evaluation focused on the status of educational activities
(4) Evaluation based on consideration of the individuality and distinctive qualities of each institution
(5) Evaluation that contributes to the improvement and enhancement of each institution
(6) Evaluation based on peer reviews
(7) Qualitative assessment-oriented evaluation
(8) Communication-oriented evaluation
(9) Development of a highly transparent and reliable evaluation system

Basic Schedule for Evaluations

<table>
<thead>
<tr>
<th>Institution</th>
<th>JHHE</th>
<th>Institution/JHHE</th>
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<tbody>
<tr>
<td>July</td>
<td>1 Submission and receipt of applications for evaluations</td>
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<td>Sept.</td>
<td>② Training for Institution Liaison Officer</td>
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<tr>
<td>The Next Year End of June</td>
<td>③ Creation and submission of Self-Inspection and Evaluation Reports in accordance with the Handbook for Evaluation and Accreditation</td>
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<tr>
<td>July</td>
<td>④ Document screening—Self-Inspection and Evaluation review and analysis</td>
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<tr>
<td>End of Sept—Late Nov</td>
<td>⑤ On-site Inspection</td>
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<tr>
<td>Late Dec.</td>
<td>⑥ Preparation of draft of the Evaluation Report by the Evaluation Teams</td>
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<tr>
<td>2 Years later Late Jan</td>
<td>⑦ Submission of appeals regarding the content of drafted Evaluation Report</td>
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<tr>
<td>Early Feb.</td>
<td>⑧ Judgment on the drafted Evaluation Report by the Committee for Evaluation</td>
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<tr>
<td>Mid-Feb.</td>
<td>⑨ Review by the Subcommittee for Appeals</td>
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<tr>
<td>Late Feb.</td>
<td>⑩ Finalization of the drafted Evaluation Report by the Committee for Evaluation based on review by the Subcommittee for Appeals</td>
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<tr>
<td>Early Mar.</td>
<td>⑪ Approval of the drafted Evaluation Report by the BOD</td>
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<tr>
<td>End of Mar.</td>
<td>⑫ Evaluation Report is notified to the institution, reported to the Minister, MEXT and publicly announced</td>
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Evaluation Standards (Universities)

Standard 1. Mission and Objectives, etc.
1-1. Establishment of mission, goals and educational objectives
1-2. Incorporation of mission, goals and educational objectives

Standard 2. Student
2-1. Admission of students
2-2. Support for learning and class instruction
2-3. Career guidance
2-4. Student services
2-5. Development and improvement of the learning environment
2-6. Responses to student opinion and requests

Standard 3. Educational Curriculum
3-1. Awarding credits, certifying graduation and completion
3-2. Educational curriculum and teaching methods
3-3. Inspection and evaluation of learning outcomes

Standard 4. Faculty and Staff
4-1. Functionality of education and learning management
4-2. Assignment and professional development of faculty
4-3. Training for staff
4-4. Support for research

Standard 5. Management, Administration and Finance
5-1. Management discipline and integrity
5-2. Functions of the Board of Directors
5-3. Facilitation of administration and cross-checks
5-4. Financial base and fiscal balance
5-5. Accounting

Standard 6. Internal Quality Assurance
6-1. Organizational system for the internal quality assurance
6-2. Self-Inspection and Evaluation for the internal quality assurance
6-3. Functionality of Self-Inspection and Evaluation

Standards Unique to Each Institution and Self-Inspection and Evaluation

The six standards set forth by JHHE are fundamental and common to institutions. Other than these six standards, the scope focused on as representing its individuality and distinctive quality, the institution establishes its own unique standards, Points Evaluated, and Perspectives for Evaluation for conducting Self-Inspection and Evaluation.

Remarks

In addition to its own unique standards, the institution can describe as remarks its characteristic educational and research activities or enterprises that it wishes to emphasize (up to three items).

Evaluation Fees

- Basic fees per institution: JPY2,000,000 (approx. $18,200)
- Per department: JPY500,000 (approx. $4,550)
- Per graduate school: JPY250,000 (approx. $2,275)

*For a nonmember university undergoing evaluation, the amount equivalent to membership fees for a period of 7 years will be added, in principle to the above-listed evaluation fees.

Evaluation Standards (Junior Colleges)

Standard 1. Mission and Objectives, etc.
1-1. Establishment of mission, goals and educational objectives
1-2. Incorporation of mission, goals and educational objectives

Standard 2. Student
2-1. Admission of students
2-2. Support for learning and class instruction
2-3. Career guidance
2-4. Student services
2-5. Development and improvement of the learning environment
2-6. Responses to student opinion and requests

Standard 3. Educational curriculum
3-1. Awarding credits, certifying graduation and completion
3-2. Educational curriculum and teaching methods
3-3. Inspection and evaluation of learning outcomes

Standard 4. Faculty and Staff
4-1. Functionality of education and learning management
4-2. Assignment and professional development of faculty
4-3. Training for staff
4-4. Support for research

Standard 5. Management, Administration and Finance
5-1. Management discipline and integrity
5-2. Functions of the Board of Directors
5-3. Facilitation of administration and cross-checks
5-4. Financial base and fiscal balance
5-5. Accounting

Standard 6. Internal Quality Assurance
6-1. Organizational system for the internal quality assurance
6-2. Self-Inspection and Evaluation for the internal quality assurance
6-3. Functionality of Self-Inspection and Evaluation
Evaluation Standards (Fashion Business Professional Graduate Schools)

Standard 1: Mission and Objectives, etc.
1.1. Clarity of mission, goals and educational objectives
1.2. Pertinence of mission, goals and educational objectives
1.3. Effectiveness of mission, goals and educational objectives

Standard 2: Educational Curriculum
2.1. Clarification of curriculum arrangement policies toward the achievement of educational objectives
2.2. Systematic curriculum arrangement in accordance with educational curriculum arrangement policies in consideration of the link between theoretical education and practical education
2.3. Effectiveness of class styles, learning instruction, etc., suitable for meeting educational objectives
2.4. Definition of requirements for credit recognition and completion certification, operation of their systems, and appropriateness of inspection and evaluation for the achievement of educational objectives

Standard 3: Students
3.1. Consistency between student admission policies and entrant selection
3.2. Appropriate establishment and operation of a learning support system
3.3. Appropriate establishment and operation of a student services system

Standard 4: Teachers
4.1. Appropriateness of teacher assignment for implementation of educational curricular
4.2. Clarity of policies concerning recruitment and promotion of teachers, and appropriateness of their implementation

4.3. Appropriateness of the class quotas for each teachers, and support system for teacher education and research activities
4.4. Effectiveness of efforts to revitalize teacher education and research activities
4.5. Appropriateness of decision-making on teacher personnel management

Standard 5: Education and Research Environment
5.1. Effectiveness of facilities and equipment necessary for the achievement of education and research goals
5.2. Ensuring safety of facilities and equipment, and appropriateness of maintenance management

Standard 6: Self-Inspection and Evaluation
6.1. Pertinence of Self-Inspection and Evaluation
6.2. Integrity of Self-Inspection and Evaluation
6.3. Effectiveness of Self-Inspection and Evaluation

Evaluation Fees

- **Per graduate School**: JPY3,000,000 [approx. USD33,300]

Remarks
In addition to its own unique standards, the institution can describe as remarks its characteristic educational and research activities or enterprises that it wishes to emphasize (up to three items).

Organizational Chart