

Ueno Gakuen University Junior College (上野学園大学短期大学部)

Evaluation summary

Standard 1. Mission and Objectives, etc.

The origins of the Junior College lie in a girls' school established in 1904, and its founding principle centers on the concept of self-awareness, which was the educational policy emphasized by the President of the school at the time, Kuragoro Ishibashi. This founding principle has been maintained to the present day, now the Junior College is coeducational, and is stipulated in the Junior College Regulations. The Junior College's policy of nurturing the spirit of self-awareness through music and conducting the development of human resources who can pass on that spirit to subsequent generations is reflected in the Junior College Regulations, and its individuality and distinctive qualities are shown. The Junior College makes efforts to publicize its mission and goals to students at the entrance ceremony and other occasions, to faculty and staff through the All-Faculty and Staff Meeting, and to the outside the Junior College through its website. The Junior College's mission, goals and educational objectives are reflected in the annual business plan as educational and research activities. Furthermore, a medium-to-long-term vision is adopted for its approach to educational reform, reflecting the three policies of diploma policy, curriculum policy and admission policy. An education and research organization and facilities are in place to attain the Junior College's mission and goals.

Standard 2. Learning and Teaching

The Junior College clearly states its admission policy, and the various entrance examinations are appropriately implemented. The curriculum policy is made clear and is in line with the educational objectives, student handbooks and the Junior College's website are used to publicize them on-campus and outside of the Junior College. Class instruction is implemented with a low student-teacher ratio that is one of the Junior College's distinctive qualities; on some of the courses a learning level streaming system is adopted, and an appropriate learning environment is in place. Guidance is provided in collaboration between faculty and staff. With regard to course completion guidance, the Academic Administration Department staff provide explanations about how to create systematic course completion plans, and individual course completion consultation is provided. Career counsellors are posted to the Career Support Center, and guidance given regarding an array of different career paths. Consideration is also paid by the provision of various types of guidance on around 40 types of recruitment, which are arranged on days of the week that make it easy for students to participate in. The opinions and hopes of students regarding their general day-to-day lives are ascertained on a wide basis, each set question result is analyzed and improvements implemented. The Ishibashi Memorial Hall, an educational facility, is a medium-sized concert hall with excellent acoustics and the stage for tuition and numerous recitals by both musicians studying at the Junior College and invited to perform from outside.

Standard 3. Management, Administration and Finance

Pursuant to the articles of endowment, various regulations have been put in place for the maintenance of management discipline and integrity. With regard to safety the Junior College has established its Crisis Management Regulations, and a system is in place for putting into practice countermeasures against matters that have to be dealt with on an emergency basis. The Board of Directors is situated as the supreme decision-making body, and is operated appropriately with the advance submittal of documents etc. The President acts as the Chairperson of the Faculty Council, the Student Committee, the Self-Inspection and Evaluation Committee, the Faculty Development (FD) Committee and other bodies, and is exercising leadership. With respect to the management system for the staff's execution of their business, personnel evaluations are conducted each year in line with the personnel evaluation system. Initiative towards the establishment of financial operations are insufficient, and a stable financial base has yet to be achieved. The Junior College's accounting procedures are conducted properly and pursuant to the Accounting Standards for Incorporated Educational Institutions. The various Junior College regulations need to be reviewed to adapt to amendments to the law, and the disparity between the Junior College regulations and the actual state

of the Junior College is an issue requiring immediate measures.

Standard 4. Self-Inspection and Evaluation

The Junior College has organized a Self-Inspection and Evaluation Committee according to its Self-Inspection and Evaluation Regulations and the Self-Inspection and Evaluation Committee Regulations, and conducts independent and autonomous self-inspections and evaluations. The President serves as the Chairperson of the Self-Inspection and Evaluation Committee, which also consists of the Department Head and each Section Chief. In addition, with an awareness of the importance of evidence, this evidence is drawn up by each unit of the Junior College and its incorporated entity. The activities of the Self-Inspection and Evaluation Committee are made known to the faculty through the Section Chief Council and Faculty Council. Improvements and reforms made as a result of self-inspections and evaluations were previously the remit of the Management Planning Office but are now taken charge of by the Management Reform Office, and attempts are being made to establish a PDCA cycle by tackling the issues uncovered by the self-inspections and evaluations.

In summary, the Junior College is implementing undergraduate program education in line with both its founding, educational and research principles and objectives, and is adapting to the changing times. However, the number of students is continuously falling below the enrollment quotas, and the business activities income and expenditure (imputed income and expenditure balance) is with a partial exception in the red. As a result if this the balance brought forward payment funds are not being adequately obtained and subsequently there is an urgent need to secure full enrollment quotas and total capacity, and make improvements to establish a financial base.

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