

## **Sanyo Gakuen College (山陽学園短期大学)**

### Evaluation summary

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

Based on the founding principles of “love and service,” the College’s specific and clear mission, goals and educational objectives are concisely shown as being the fostering of highly cultured adults who make a contribution to society. There is, however, a need for the College to state the educational objectives of each department. The College’s missions and goals are publicized both on-campus and outside of the College through the use of various types of media. The College’s mission and goals are reflected in the Sanyo Gakuen Medium-Term Plan and the three policies of diploma policy, curriculum policy and admission.

The College’s faculty organization has been created according to its mission, goals and educational objectives, and courses are arranged to be consistent with the educational objectives.

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

The admission policy is clearly stipulated and innovation is displayed in student admissions. Efforts are being made to improve the total capacity-to-student ratio, such as boosting the number of staff in the admissions and public relations department.

A curriculum policy pursuant to the College’s educational objectives is stipulated, and efforts are made to systemize the educational curriculum. The Kindergarten Affiliated with Sanyo Gakuen College is used for practical training, and the contents and methods employed are innovative and enriching.

A system is in place for student advice and support, centering on class advisors, and the faculty and staff collaborate with each other. With regards to career guidance too, a system for consultation and advice has been developed. The number of full-time faculty employed meets the stipulations of the Standards for Establishment of Universities, and the faculty are appropriately posted.

With regard to the College grounds, buildings and educational environment, it is to be hoped that systematic responses will be taken to address the matter of making them barrier free and so on.

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

The College is appropriately operated in accordance with the articles of endowment and other regulations in order to attain its mission and goals. Every academic year a budget compilation plan and business plan are drawn up in line with the Sanyo Gakuen Medium-Term Plan.

The Board of Directors perform the role of the College's incorporated entity's body for decision-making and the execution of business in line with the Private Schools Act and articles of endowment, while the Management Council functions as an auxiliary strategic decision-making forum for the Board of Directors.

In order to achieve collaboration between the administration department and education and learning department, a Joint Council composed of those responsible for each department is convened, and attempts are being made to exercise leadership and operate in a balanced bottom-up manner.

In line with the Sanyo Gakuen Medium-Term Plan, the College is acting diligently towards the securement of a stable financial base and fiscal balance. Accounting procedures of the College’s incorporated entity are appropriately conducted with close adherence to the Accounting Standards for Incorporated Educational Institutions, and the College’s Accounting Regulations and Capital Management Regulations.

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

In order to attain the College’s mission and goals, every academic year independent self-inspection and evaluation activities are implemented, and an Activity Achievement Report compiled. So as to ascertain the state of self-inspections and evaluations an Institutional Research (IR) Promotion Office has been established, and a system for the collation and analysis of data is in place. Attempts to share the results of self-inspections and evaluations within the College are made through Faculty Development (FD) and Staff Development (SD), and all-faculty study groups and so on, and the

Activities Performance Report is made available to the public on the College website.

In response to the results of self-inspections and evaluations each department and the secretariat compile Individual Plans regarding priority initiatives, and progress management is conducted through cross-college deliberation made at the Joint Council, providing a mechanism with an awareness of the PDCA cycle.

In summary, in order to achieve the missions and goals according to the College's founding principles, educational and research activities based on educational objectives are being carried out. With regards to learning and teaching the College carefully looks after each and every student centering on the class advisor system, and innovation is taking place in the teaching methods. Furthermore, management, administration and finance are all operated under an appropriate mechanism, and the results of self-inspections and evaluations are reflected in the operation of the College.

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