

## **Shizuoka Eiwa Gakuin University Junior College (静岡英和学院大学短期大学部)**

### Evaluation summary

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

The mission and goals of the Junior College are specifically and clearly stipulated in the Junior College Regulations in line with its founding principles and educational principles, and concisely and comprehensibly stated in the Campus Guide (student handbooks). As objectives that need to be aimed for in order to make the Junior College a place of glowing individuality and distinctive qualities, the “University Identity” is cited, is receiving the backing of faculty, staff and executives, and is also stipulated in the goals of human resources development and education and research for the departments. The Gakuin Sacred Verse, and University Sacred Verse that is shared between the University and Junior College, are displayed on plates all over the campus, expressing the disciplined stance of the Junior College’s incorporated entity, and efforts are made to provide information to stakeholder and on-campus and outside of the Junior College through its website, and PR publications of the incorporated entity and the Junior College. The mission, goals and educational objectives, in order to respond to social missions as a higher education body, undergo suitable self-inspections and evaluations, are reflected in the medium-to-long-term plan and three policies of diploma policy, curriculum policy and admission policy, and are where necessary altered to meet the changing social circumstances.

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

The three policies of the departments are clearly indicated as constituent parts forming the basis of the Junior College’s individuality and distinctive quality. The varied methods for selecting entrants, the systematic organization of an educational curriculum reflecting the Junior College’s educational objectives, educational quality assurance, awarding credits, promotion to the next school year, and certifying graduation are all interlinked with the three policies and operated. There is a learning, lifestyle and career support system in place, through collaboration between faculty and staff, and available to each and every student, including international students. With regard to Faculty Development (FD), an FD Committee has been established, student questionnaires to improve tuition, mutual tuition inspections by faculty, and basic research into learning activities are all put to use and feedback provided towards reforming tuition content and teaching methods. Feedback is also reflected in learning guidance, and with the use of the class instruction handbook the faculty strive to appropriately implement class instruction, examinations and the evaluation of students’ achievements. The faculty organization and their posting, the Junior College grounds and buildings are generally in a suitable state, and disaster drills in line with the self-defense fire brigade manual conducted, and the development of a barrier-free environment under way. With consideration to safety and convenience, the Junior College is aiming at the goal of an educational and research environment appropriate to the day-to-day lives led by students.

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

The various regulations are stipulated according to the articles of endowment, and as an educational institution with high morals and openness to the public the Junior College is continuously striving to assure educational quality in compliance with laws. The Chair of the Board of Directors serves as the representative of the Junior College's incorporated entity and the President as the head of the Junior College. With an awareness of their leadership and the balance of bottom-up management, decision-making is running smoothly thanks to the communication between the Junior College's incorporated entity and the Junior College. Pursuant to the articles of endowment, executives and councilors are elected, and the Board of Councilors takes on the role of a consultative body. In order to improve the quality and ability of Junior College staff guidelines and plans have been formulated to implement SD on a cross-junior college basis, and study groups for faculty and staff are held. With regard to finances, in order to achieve the missions and goals a medium-to-long-term plan is drawn up and targets stipulated, upon which the Junior College strives to arrive at a budget composition that will enhance the results of education. In order to optimize accounting procedures an internal audit system

is in place, and audits are regularly carried out. Information on both education and finances are appropriately announced and made public on the Junior College's website.

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

In order to attain the Junior College's mission and goals the Junior College Regulations stipulate the implementation of autonomous self-inspection and evaluation, and with the Shizuoka Eiwa Gakuin University Junior College Self-Inspection and Evaluation Regulations at its core, the Self-Inspection and Evaluation Implementation Committee has been established with the President acting as the chair. A Self-Inspection and Evaluation Report is produced, widely publicized on the Junior College website, and independent and autonomous self-inspection and evaluation conducted in an appropriate time cycle. The Junior College's self-inspection and evaluation had been conducted with the use of the surveys, data and materials produced by various departments as evidence, but in the 2015 academic year the Junior College and University Joint IR Committee was established, which has made it possible to conduct even more detailed surveys, data collation and analysis. With the aim of strengthening cross-university education and learning management, and reforming and improving the quality of educational and research activities in a way that maximizes the founding principles, a PDCA cycle has been established as a permanent and cross-organizational initiative, and self-inspection and evaluation is functioning.

In summary, with the Junior College's mission, goals and educational objectives based on its founding and educational principles, and under a system composed of cross-junior college collaboration between faculty and staff, the Junior College collaborates with the local Shizuoka City, and provides education with a distinctive quality. It also responds to globalization and the changing times with the admittance of international students, and makes a local and international contribution as an educational institution offering high-quality education. It is to be hoped that the Junior College continue to flourish along with the traditions of its incorporated entity's 130-year history.

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