

## **Elisabeth University of Music (エリザベト音楽大学)**

### Evaluation summary

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

The University and Graduate School's mission and goals embody the founding principles and are clearly stipulated in the University Regulations. The social mission of the undergraduate Faculty of Music and master's and doctoral programs at Graduate Division, and the objectives concerning the sort of human resources they seek to rear are stated on its website. In addition, the motto of conduct is stipulated and the University's educational principles and human resources development are concisely expressed.

The University's individuality and distinctive qualities are clearly reflected in the founding principles, University Regulations and educational principles. They comply with the Standards for Establishment of Universities and other relevant laws.

Reviews of the University's educational objectives are continuously undertaken when necessary in order to correspond to changes in the university environment, and it strives to publicize these both on-campus and outside of the University. SWOT (strengths, weaknesses, opportunities, and threats) analyses etc. are conducted as part of the University's medium-to-long-term plan, strengths and weaknesses are checked, and it attempts to achieve consistency between its mission, goals and educational objectives and its educational and research organization through the setting up of the "Elisabeth University of Music Strategy Map" and its "Vision: What the Elisabeth University of Music Should be Like in 10 Years Time."

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

The admission policy for the undergraduate programs as a whole and each major and specialization are clearly stipulated and displayed on the University website. Entrance examination questions are created and suitably administered by the University itself. With regard to organization of an educational curriculum and its implementation, a systematic organization of educational curriculum is conducted. In the area of support for learning and class instruction a TA (Teaching Assistant) has been introduced and students are provided with guidance. The standards for awarding credits and requirements for graduation are stated in the syllabus. The liberal arts course has been revised and students are now required to take a career guidance course.

As a part of FD (Faculty Development) mutual viewing of lessons with the participation of faculty and staff is practiced, and feedback on evaluation results is provided in order to improve support for learning and class instruction. In terms of support for school life, financial aid in the form of grant-type scholarships is made available. The full-time faculty are appropriately posted in line with the educational objectives and educational curriculum of the University. All of the University buildings meet the criteria for earthquake-resistance, the safety of facilities and equipment is assured, efforts to make the Campus barrier-free are underway, and a suitable environment is in place.

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

The administration system is stipulated in the articles of endowment and the Elisabeth Music University Administration Regulations, and the University is appropriately managed. Management is conducted appropriately with regard to the amendment and establishment of related laws to secure quality assurance. As part of its agenda the Board of Directors discusses and approves matters of importance to the University's incorporated entity and the University, as well as the establishment and amendment of regulations, and possesses a system and functionality to enable strategic decision-making for achieving its mission and goals. As the President is also the Chair of the Board of Directors, in the spheres of both the University's education and learning and its management leadership is exercised in the execution of everyday affairs and university reform, while a roundtable conference that contributes to bottom-up management has also been instituted. With regard to financial operations, the Incorporated Educational Institution Elisabeth Music University Accounting Regulations and the Incorporated Educational Institution Elisabeth Music University Asset Management and Administration Regulations have been established in line with the Accounting

Standards for Incorporated Educational Institutions, and accounting procedures are carried out in lines with these and in an appropriate manner. Furthermore, audits are carried out by auditors appropriately and with strict implementation.

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

In order to meet the University Regulations and the Graduate School Regulations, a Self-Evaluation Committee was established in 1992 to meet the University's mission and goals; the Committee meets regularly in line with its regulations and the annual plan, and independent and autonomous self-inspection and evaluation activities are conducted. An annual report is produced and distributed to the entire faculty, staff and executives of the University's incorporated entity as well as being uploaded to the University's website. Following on from the Institutional Evaluation and Accreditation (Universities) conducted in the 2010 academic year, the 2017 self-inspection and evaluation undergone was an appropriate cycle.

With regard to the evaluation items assigned by the Self-evaluation FD Management Committee, evidence-based, objective and highly transparent self-inspection and evaluation are conducted according to the various data collated and sorted mainly by the University secretariat. After reporting to the faculty council, the Self-Inspection and Evaluation Report is distributed to all the executives of the University's incorporated entity, faculty and staff, and as well as being made public on the University website it is available in the library for peruse by students too. Through the FD and SD (Staff Development) activities conducted by the faculty and staff study groups the need for a PDCA cycle is thoroughly addressed and a mechanism for this is in place and functioning efficiently throughout the University.

In summary, the University is appropriately operated in line with the ethos of its educational principle of Catholicism (universality), and is operated in a way that make the most of its special features as a single-subject University.

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