

J.F.Oberlin University (桜美林大学)

Evaluation summary

Standard 1. Mission and Objectives, etc.

In line with the founding principles, the mission and goals of the University are made clear and widely publicized in its publications and on its website. The University places a College and Department Program System that can adapt flexibly to social change as its individuality and distinctive quality, and makes this widely clear. An internationalization strategy entitled “International Vision: REDEMPTION 21” has been stipulated to further expand and make concrete the University’s individuality and distinctive quality. The University prepares educational activities and an educational environment in order to attain these objectives, and it responds flexibly to changes in society and the day and age according to its founding principles.

The University’s mission and goals etc. obtain understanding and support and are publicized internally and externally. Mid-term targets (secondary mid-term targets) are formulated according to a long-term vision, and attainment levels are checked on an annual basis. Under an educational and research organization structure based on the three policies (diploma, curriculum and admission policies) and based on the one-college-one-campus concept, the reorganization of department programs is conducted and a flexible educational and research organization and consistency is adequately pursued.

Good points

- The fact that a strategy based on concrete numeric targets with a view to the internationalization of the University is in place is worthy of evaluation.
- With the formulation of mid-term targets towards the long-term vision, and the process of creating a program as the centenary of J. F. Oberlin University and Affiliated Schools approaches, the system for executing these through the formulation of an annual business plan involving collaboration among the departments of the University’s incorporated entity is worthy of evaluation.

Standard 2. Students

A clear admission policy in line with the educational objectives has been formulated and publicized. Various adjustments are made to selection methods in line with the admission policy, a system is in place for the appropriate selection and validation of applicants, and an appropriate number of students are accepted in line with the yearly enrollment quotas.

A unique Advisor System has been established, and a support system based on collaboration between faculty and staff created. The TAs (teaching assistants) system enriches university education and provides learning and class instruction support. In addition, a Career Development Center has been established and there is an appropriate system in place for collaboration between faculty and staff through collaboration between the Center and the Colleges’ Career Development Committee

members. In order to ensure the stability of student life attempts are made to share information between the educational and the administrative organizations, and a system is in place for supporting diverse students.

The campuses and buildings exceed the Standards for Establishment of Universities, and all the on-campus facilities meet earthquake resistance standards and are appropriately managed and operated. Although the campus locations vary from one College to another, an environment suitable for education and research activities is provided on each campus. Student Satisfaction Surveys are conducted throughout the entire university and a system for carefully ascertaining the opinions of students is in place.

Good points

- The University's provision of opportunities for not only promoting understanding about its admission policy but also the growth of high school students through the setting up of its University Selection Introductory Course website, and eager promotion of its AO/Commendation Entrance Exam Preparatory Seminar and Self-exploration Program are all worthy of evaluation.
- As a support system for learning and class instruction the use of an Advisor System under which the full-time faculty provides instruction and advise throughout the four years from admittance to graduation, and the positive approach to students with poor results are making some progress, and merit evaluation.
- The way that the University provides detailed financial support through the provision of a diverse type of internal scholarship systems is worthy of evaluation.
- A system is in place under which the departments involved provides statements regarding the opinions raised in Student Satisfaction Surveys, and the way that pertinent feedback is achieved merit evaluation.

Standard 3. Educational Curriculum

In line with Article 1 of the University Regulations that state the objective of “fostering global citizens with broad liberal knowledge on the basis of Christian values” the diploma policies for the undergraduate and graduate programs are formulated and publicized. Ongoing efforts are made to optimize grade point averages (GPA) and stringently apply each criterion according to the guidelines on evaluating educational achievement.

Curriculum policy is formulated and publicized for the University as a whole and each College and Graduate School. FD (Faculty Development) is implemented on an educational organization unit basis, and organizational adaptation and development in teaching methods is conducted. Through the implementation of external assessments of both pre-learning and post-learning the state of learning outcomes based on the three policies is ascertained. Learning outcomes are inspected by tracking annual variations in various data concerning GPA.

Standard 4. Faculty and Staff

An appropriate assistance system is in place to enable the President to exercise his/her leadership,

and the University strives towards smooth education and learning management and posting of staff and faculty to improve functionality. The position and roles of the University Operation Council and each Faculty Council are clearly stipulated, and education and learning management has been designed with consideration for the appropriate decentralization of authorities and clear definition of roles and responsibilities.

With regard to the recruitment of faculty, the University secures personnel in excess of the designated regulations for training facilities and the Standards for Establishment of Universities, appoints them in line with the educational targets and educational curriculum, and appropriately implements promotion etc. With regard to professional development, FD (Faculty Development) aimed at improving teaching content/methods etc. and SD (Staff Development) aimed at improving the quality and ability required for university operations are effectively conducted. The University has created a Faculty Ability Development Plan as an annual SD training plan, and is striving to improve staff quality and ability. In addition, a Mutual Education System has been introduced and implemented for those in managerial roles. The full-time faculty are obliged to submit Faculty Evaluation (Target Plans) and Faculty Evaluation (Results Reports) combined with Research Results (Progress) Reports, and a system is in place for the systematic support of research activities. With regard to research ethics, a two-tier screening method is used to make screening stringent and efficient.

Good points

- The way that through the posting of the Head of Academic Affairs Division, who is a member of the administrative staff, as an Assistant to the President governance is bolstered and smooth operations achieved in education and learning management are worthy of evaluation.
- The provision of varied SD training opportunities concentrating on language training in order to realize the founding principles merits evaluation.

Standard 5. Management, Administration and Finance

The University's incorporated entity's long-term vision and mid-term targets and visions and action plans for each affiliated school are formulated, and the University is diligent in ensuring consistent university management. With regard to the prevention and countermeasures of breaches of human rights (harassment) the University seeks to convene meetings of an agile Harassment Prevention Committee, and in the case of crisis management (responses to emergencies, accidents, disasters etc.) too it is continuously pursuing initiatives to solve issues.

In line with the Private Schools Act, the Board of Directors is positioned as the ultimate decision-making organ, and it is appropriately run. Mutual checks between the University's incorporated entity's and the University's administrative organizations are functioning appropriately. The auditors attempt to strengthen the auditing and inspection system, and there is a system for checking the Board of Directors' execution of matters.

Securement of a financial base, which is included in the Revised Secondary Mid-term Target Action Plan and for which the key performance indicators (KPI) are set, is positioned as a mid-term

target for financial operations, and the University is striving to gain autonomy. The accounting of the incorporated entity is appropriately conducted in line with the Accounting Standards for Incorporated Educational Institutions, an accounting auditor carries out regular audits, and an accounting audit reports is submitted to the auditors when accounts are settled.

Good point

- The Operations Promotion and Integration Committee has been established as a body to effectively run a PDCA cycle regarding the attainment of the incorporated entity's mid-term targets, and the fact that it is bolstering functions is worthy of evaluation.

Standard 6. Internal Quality Assurance

According to the J. F. Oberlin University Self-Inspection and Evaluation Committee Regulations a permanent quality assurance system is in place through the organization of the Self-Inspection and Evaluation Committee. Internal audits are regularly conducted of each organization by the Audit Office, and a responsibility system has been established to deal with internal quality assurance. An Annual Report is compiled based on the various annual reports and information is shared through the University website. With regard to self-inspection and evaluation and certified evaluation and accreditation, the Self-Inspection and Evaluation Committee has been set up as an organization to conduct screening and evaluations, and is used to improve the education and research standards of the University.

The IR/Archives Center collects and sorts various information about the University and its incorporated entity, and shares this information on-campus in the form of the J. F. Oberlin University Fact Book. With regard to the execution, operation and management of the business plan based on mid-term targets, the Operations Promotion and Integration Committee has been organized and a PDCA cycle mechanism for the entire University established.

Good point

- The J. F. Oberlin University Fact Book published each academic year by the IR/Archives Center is a document that provides an overall picture of the educational activities of the incorporated entity based on objective data and merits evaluation.

In summary, the University stipulates specific educational targets in line with the founding principles, mission etc., and the University is run according to the three policies. The education and learning organization and university operation organization have been appropriately organized, and decision-making runs smoothly. In addition, suitable and effective initiatives rooted in the mid- and long-term plans to incorporate self-inspection and evaluation in internal quality assurance, and a responsibility system have been established.

Note that with regard to the University's unique standards, the general comments on "Standard A. Internationalization of education" should be referred to.

It should be noted that the University has cited the following remarks.

1. Service learning
2. Project to encourage exchanges between regional and Tokyo-based students (National Subsidy for Regional Revitalization Support Project)