

Kanda University of International Studies (神田外語大学)

Evaluation summary

Standard 1. Mission and Objectives, etc.

The University's mission and goals are, based on the founding principle of "Languages are the foundation to link the world in peace," the fostering of human resources who understand the cultures and languages of other nations, and who make global contributions as members of international society. The University strives to specifically and succinctly publicize this individuality and distinctive quality both internally and externally.

In addition, while adapting to internal and external changes in social circumstances, the educational environment etc., the University adopts a globalization perspective in its educational objectives and targets and so on, and pursues initiatives to continuously review university education content to meet the day and age. Furthermore, with the understanding and support of the faculty and staff, reform measures including a new arrangement of departments have been incorporated into the Med-term Management Plan, reflected in the three policies (diploma, curriculum and admission policies), and attempts are made to achieve consistency with the educational and research organization.

Standard 2. Students

The University has formulated an admission policy based on its mission, goals and educational objectives, strives to publicize it internally and externally, and maintains a student admission level in line with the yearly enrollment quotas. The IR Promotion Office and so on conduct reviews of entrants.

A support system for learning and class instruction has been created by collaboration between faculty and staff through various facilities and centers for autonomous learning. The University acts to swiftly respond to changes in the state of students' studies through interviews with faculty and staff and a certified clinical psychologist to provide psychological support, and the case-by-case requests of students with disabilities are taken into consideration.

With regard to career guidance, career education-related courses have been incorporated into the educational curriculum and the cultivation of basic abilities as a member of society is sought. The University has established a Career Education Center to find recruitment openings and provides various types of information on next stages of education.

The learning environment is equipped with facilities for autonomous learning and collaborative learning, a library and IT environment, and consideration has been paid to barrier-free access and convenience. The opinions and requests of students are reflected where appropriate in improvements. In addition, class sizes that bear in mind learning efficacy are maintained and managed.

Good points

○ As a form of educational activities support for the faculty, there are systems in which students

mutually provide advice on language learning, or an international student volunteer and a language learner become partners to learn and teach their languages to each other. The way that a wide variety of mechanisms for support activities between students have been prepared is worthy of evaluation.

- With regard to the internship support system the enriching overseas internship system, including the Kanda University of International Studies ASIA Internship Program, which fosters understanding of other cultures and endows a sense of work overseas, is effective in terms of career education and merits evaluation.
- The student dormitories include international dormitories where international and Japanese students can live together and gain a close feeling of cultural differences regarding clothing, food and housing, and a women's dormitory where individual consultation is available in preparation for study overseas at any of the University's overseas partner universities in the English-speaking world, cultural events etc. are held and instruction is available. The fact that not only is day-to-day life support available but also language and culture can be studied is worthy of high evaluation.
- The Asian Kitchen Shokujin, a school cafeteria, has been certified as Muslim friendly/Halal by the Nippon Asia Halal Association, and the fact that the cafeteria provides an educational facility where students can learn about food culture merits evaluation.

Standard 3. Educational Curriculum

The University has formulated a diploma policy in line with its educational objectives, it is publicized internally and externally and consistency with the curriculum policy is maintained. The awarding of credits, promotion to the next school year, certifying graduation are appropriately conducted following various councils and with the permission of the President. The educational curriculum is systematically arranged and compiled in an easily understood curriculum map format.

Liberal arts education is implemented with a university-wide perspective that includes the establishment of the Liberal Arts Education Operations Subcommittee, and is arranged to provide efficacy to the motivation of students preparing for life as members of society. With regard to the devising and improvement of educational methods, in each department, major and research course the promotion of active learning, mutual class observation, training workshops and class evaluation questionnaires tie in with the inspection and evaluation of learning outcomes based on the three policies, which are used in learning and class instruction support while paying consideration to feedback to students.

Good point

- A learning environment including the various facilities to encourage autonomous learning by students and an instructional system are in place, and the way that in each language major each organization collaborates within and outside of the regular curriculum to work on education is worthy of high evaluation.

Standard 4. Faculty and Staff

In order to respond to the inquiries of the President the University has established the Operation Council and President's Office, and a system is in place that enables the President to exercise leadership. In addition, there are three Vice Presidents, the Faculty Council and the various councils' positions and responsibilities are clear, and functional education and learning management has been built with the posting of appropriate staffing numbers.

With regard to faculty assignment, the number of faculty is appropriately secured in response to the educational objectives and educational curriculum, and the University strives to assure the quality of its education. The Professional Development Committee has been established to function as the center of FD (Faculty Development) activities. In addition, faculty of foreign nationalities are required to adequately appreciate the University's educational objectives and educational policies, and ability evaluations etc. are conducted according to circumstances. Organized initiatives are underway aimed at enriching the various types of training to improve the quality and ability of University staff.

With regard to research support the University strives to enrich the research environment, and while being thorough concerning research ethics provides its own research assistance. The University is also involved in encouraging the acquisition of external funding.

Good points

- The way that the University treats the presentation at academic conferences of research results as an item in evaluations, enthusiastically provides fiscal support, and the large number of faculty giving presentations at overseas academic conferences and the Japan Association for Language Teaching (JALT) conferences is worthy of high evaluation.
- The fact that with regard to the appointment of native-speaker faculty eager recruitment drives are conducted inside and outside of Japan, and the way students are provided with practical learning opportunities merit evaluations.
- As an initiative to contribute to improvements in the linguistic abilities of staff, who need to be equipped with an international and multilateral viewpoint, the University has set a target in which over half of the staff acquire TOEIC scores of 800 points or more, and since the academic year 2013 all the full-time staff are obliged to have submitted their TOEIC scores annually. The provision of courses to meet these goals and support for overseas study are worthy of high evaluation.

Standard 5. Management, Administration and Finance

The University is working to achieve its mission and goals while maintaining management discipline and integrity. It pays consideration to environmental conservation through the introduction of eco-technologies to reduce electricity consumption, has prepared various regulations regarding human rights, and strives to secure on-campus safety through the implementation of emergency drills.

The Board of Directors has been established as the ultimate decision-making body working towards the attainment of the University's mission and goals, smoothly operates under the leadership of the Chair of the Board of Directors, and communication and collaboration is being achieved

between the management departments and the education and learning departments. In addition, through inter-departmental mutual checks an administrative system with the adequate functionality has been created.

With regard to financial operations a stable financial base and fiscal balance are maintained through the ongoing securement of yearly enrollment quotas, and the University seeks to diversify its sources of income through, for example, obtaining Grants-in-Aid for Scientific Research. In addition, a system is in place consisting of stringent accounting procedures and appropriate accounting audit.

Standard 6. Internal Quality Assurance

The University has established its Quality Assurance and Improvement Committee, chaired by the President, and it has a firm footing as an effective organization and responsibility system. In order to seek for an internal quality assurance system that emphasizes learning outcomes the improvement of faculty and staff ability and quality and improvement and reform of educational targets are promoted.

The results of the self-inspections and evaluations conducted in a three-year cycle in line with the Med-term Management Plan are publicized on-campus and outside of the University, and an especial effort is made to share awareness between faculty and staff. In addition, the IR Promotion Office promotes education and learning IR targeting the learning outcomes etc. of students, and the results of student surveys conducted by the University IR Consortium and special characteristics of students are made visible, with these results being shared among all the departments.

It is to be hoped that the University makes further use of its daily self-inspection and evaluation results and establishes a smoother PDCA cycle across its entirety, but it is sharing education and learning targets based on the mid- and long-term plan across the whole University, and aiming to improve the organizational efficacy of its internal quality assurance system.

In summary, the University's education is being appropriately operated towards the educational objectives of achieving its mission and goals in accordance with the basic principle of the University's incorporated entity that "Languages are the foundation to link the world in peace." With regard to the learning of students, an educational curriculum has been stipulated as a university that aims to contribute to the world through the study of foreign languages, and the University practices original education in order to sufficiently exercise that individuality. The laws and regulations are strictly adhered to with regard to management, administration and finance, and stable management is being achieved through the filling of student quotas. A permanent self-inspection and evaluation system has been prepared for internal quality assurance, and the University strives to assure the quality of its education.

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

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

1. Executive officer system

2. Autonomous learning
3. Overseas study