

## MUSASHINO GAKUIN UNIVERSITY (武蔵野学院大学)

### Evaluation summary

#### “Standard 1. Mission and Objectives, etc.”

The institution has laid out its school philosophy, “Understanding Others”, as the modern interpretation of the school philosophy at the time of its foundation, “Gratitude and Appreciation” and “Establishment of New Missions of Women”. According to the above philosophy as a basic principle, it established a graduate school, faculty and department, for each of which educational objectives have been clearly defined.

The institution has reformed its organizational structure properly in compliance with applicable laws and regulations to respond to the demands of the times, and has developed five educational policies for the faculty. It established the “Japan Research Institute” to conduct activities in response to the changing times, including various kinds of research support.

The mission, goals and educational objectives have been reflected properly in operations, and the institution has been effectively operated with officer and school staff understanding. Although it has ensured consistency with the organizational structure for education and research, it has not formulated a mid- and long-term plan reflecting the above mission, etc. Considering the need for the institution’s operations, it is expected that it will make efforts to formulate a plan in the future.

#### “Standard 2. Learning and Teaching”

The institution has implemented various forms of examinations based on a clear policy developed for acceptance of entrants, which were publicized through the website and the entrance examination guide. It has still not fulfilled its student quotas, so it is expected that it will discuss and implement measures to secure more enrolled students.

It has structurally designed each educational curriculum for the faculty and the graduate school, and properly performed the procedures for accreditation and academic assessment based on the rules, etc. It has recruited a sufficient number of teachers to satisfy the Standards for the Establishment of Universities, and their deployment and age structure were appropriate.

The institution has provided students with support for social and vocational independence within and outside educational curricula, and has produced good results. It has also made proactive efforts to offer support for daily life and extracurricular activities. It has offered a proper education and research environment with facilities and equipment necessary to achieve its educational objectives, but is expected to make efforts to further promote a barrier-free environment in a planned way.

#### “Standard 3. Management, Administration and Finance”

The institution has ensured proper operations in compliance with laws and regulations, while maintaining integrity based on the articles of endowment and various internal rules, and paying attention to human rights and safety. It seems necessary to create a risk management manual to ensure smoother operations in the future.

With the aim of enabling the board of directors to make smooth decisions, issues are supposed to be discussed in the faculty meeting and the graduate school meeting which were chaired by the

principal doubling as the administrative director, and to be decided by the principal. Thus, the institution has built a structure to allow the principal to exercise adequate leadership.

The institution has established a stable financial base, but has suffered a deficit in the imputed income and expenditure balance for the last few years. Therefore, it seems necessary to make various improvement efforts.

The institution has properly performed operations procedures, and properly conducted audits with an auditor-secretary focused on finance.

#### **“Standard 4. Self-inspection and Evaluation”**

The institution has made efforts for self-inspection and evaluation focusing on educational activities by organizing the Self-inspection and Evaluation Committee. It is expected to make more active efforts for self-inspection and evaluation focused on the institution as a whole through surveys, data collection, and analysis by using a PDCA cycle effectively.

All full-time teachers are supposed to prepare a “Challenge Sheet” on their own duties and the institution’s operations, and to be interviewed based on such a sheet. The results have been reflected in measures for improvement of the institution.

To sum up, the institution has established a graduate school, faculty and department, according to its school philosophy, mission, goals and educational objectives, and has been appropriately engaged in activities for educational and school life support and faculty development (FD).

The institution has established a stable financial base, but it is expected to examine and implement more measures to fulfill its student quotas. In terms of management and administration, it has ensured proper operations based on the rules, etc., and conducted self-inspections and evaluation mainly from an educational aspect, with the aim of creating a more distinctive university.

For details of “Standard A. Collaboration with Society” and “Standard B. School Festival”, which are set forth as the institution’s unique initiatives based on its mission and objectives, please refer to the general remarks on the standard.