

International Christian University
Qualities Required in Faculty Members, and the Faculty
Organization Policy

Qualities Required in Faculty Members

Academic positions at International Christian University (hereinafter referred to as “ICU”) include full-time faculty and other academic staff. Full-time faculty members consist of Professors, Associate Professors, Assistant Professors, and Instructors; “other academic staff” refers to faculty in positions with different designations. Faculty members who are appointed as Professors, Associate Professors, and Assistant Professors (hereinafter referred to as “faculty who are Assistant Professors or above”) shall be Christians who have a deep understanding of the purposes and programs at ICU and a positive commitment to realizing them. In exceptional cases, non-Christians who affirm the University's Christian ideals and commit to realizing them may be hired. Instructors and other academic staff are expected to have a deep understanding of the Christian ideals of the University and to respect them.

Full-time faculty members at ICU are expected to fulfill their duties in the fields of (1) research, (2) teaching, and (3) service (to ICU and to the community at large).

- (1) Research: ICU expects its faculty to engage actively in research. Engaging more deeply in their own research will help them become more effective in teaching.
- Activities outside the university such as academic conferences
 - Activities in research institutes and centers at ICU
 - Research funded by external agencies such as the Grants-in-Aid for Scientific Research
- (2) Teaching: ICU emphasizes the importance of teaching, on the basis of dialogue-oriented classes in small groups. Faculty are expected to perform the following duties:
- Faculty who are Assistant Professors or above teach not only specialized courses for

undergraduates but also General Education Courses and Graduate School Courses.

- At ICU, faculty members provide interactive classes where students learn to think independently and deepen their specialized knowledge.
- They provide academic advising to students who have been assigned as their advisee (this included advising for senior thesis research for faculty who are Assistant Professors or above) as well as detailed guidance to students during office hours.
- They cooperate actively in advising students and in efforts to improve the curriculum in their major or program.

(3) Service: As members of the university, full-time faculty are expected to engage in various activities related to the operations of the university in areas outside of education and research.

- They attend meetings of the undergraduate departments, graduate school programs, and other programs they belong to.
- They participate in committees related to curriculum or student life.
- They cooperate in the recruitment of students and in conducting admission examinations.
- They cooperate in events hosted by the university.

Faculty Organization Policy

- The university maintains a faculty organization that meets the requirements of the Standards for the Establishment of Universities and other related laws and ordinances, and that is sufficient for maintaining small-group teaching.
- The areas in which to hire full-time faculty (excluding the Instructors as listed in the following item) is determined based on the future vision of the university's overall curriculum.
- In principle, Instructors are appointed to fill vacancies in programs (full-time academic staff members for the English for Liberal Arts Program, Japanese Language Programs, World Languages Program, and Health and Physical Education

Program).

- In general, faculty positions at the university are advertised internationally and recruitment takes into consideration the balance of nationality, gender, and the distribution of academic ranks.
- Various faculty development activities and faculty retreats are carried out for full-time faculty in order to improve the quality of the faculty.
- Professors are assigned as mentors for new faculty members and they also serve as members of the Promotion Recommendation Committees. Through these duties, the Professors periodically review the teaching, research and service of Assistant Professors and Associate Professors and provide them with advice and support.
- Appointment to administrative positions, promotions and so on are carried out in a fair manner according to various rules and regulations.