

Policy and Procedures for the Internal Quality Assurance of International Christian University

International Christian University ensures the quality of its various activities in education, research, and other pursuits based on the following concepts and procedures.

1. The University's Basic Philosophy on Internal Quality Assurance

From its inception, International Christian University has referred to itself as a “university of tomorrow,” which means that it will forever be an unfinished university, and it has constantly pursued better educational and research activities and better ways of learning in order to fulfill the mission it has set forth for itself.

At our University, internal quality assurance has been a daily commitment since its inception, and we approach the various activities of the University with a critical mindset and we strive to make creative improvements.

The University will continue to maintain this position and endeavor to enhance its various activities in education, research, and other pursuits. We will also continue our quest for learning that empowers students to have hope that “tomorrow we will understand the world more deeply than today.”

2. Organizations Conducting University-Wide Quality Assurance

The Senate promotes quality assurance throughout the University. The authority and role of the Senate is stipulated in the “International Christian University, Senate Regulations.”

3. Structure and Allocation of Responsibilities for Quality Assurance

The main entities that bear responsibility for quality assurance are the Senate, Faculty Council, administrative divisions, committees, and auditors. Each entity serves the following roles.

The Senate, an entity convened by the President, is the main decision-making body of the university and it plays a central role in university-wide quality assurance. Matters ranging from plans for improvements proposed by each administrative division, etc. on an everyday basis to university-wide interim planning are deliberated and decided upon in the Senate.

The Faculty Council is the deliberative body that verifies the decision-making of the University and serves a central role in quality assurance, particularly for academic affairs. In principle, matters that are approved at the Senate are subsequently deliberated at the Faculty Council, followed by approval at the Faculty Meeting, and final approval is obtained at the Board of Trustees.

The administrative divisions and committees are the primary entities that implement PDCA on a daily basis in collaboration with the faculty and staff. They evaluate the current conditions in their respective areas of responsibility and propose plans for improvement to the Senate. Matters that have obtained final approval are passed down to the respective administrative divisions, where improvements are implemented.

Auditors perform an audit of the academic affairs of the school juridical person every academic year on a specific issue that is selected for that year. The results of the audit are reported to the Board of Trustees, and then the President reports them to the Senate. The President then responds to the issues that have been pointed out. The results of the responses are subject to audit in the subsequent years.

4. University-Wide Verification and Improvement

Self-study and evaluation for the University's various activities in education, research, and other pursuits, including the university-wide quality assurance system, are performed in accordance with the "International Christian University, Regulations Governing Self-Study and Evaluation." In addition, external assessment is carried out in order to verify the validity and objectivity of the self-study and evaluation. The Senate reviews the results of the self-study and evaluation as well as the external assessment, and directs each administrative division to make improvements, leading to the enhancement of various activities in education, research, and other pursuits. The results of the self-study and evaluation as well as the external assessment are widely publicized to promote understanding and information sharing within and outside the University.

5. Related Regulations

International Christian University, Senate Regulations

International Christian University, Regulations Governing Self-Study and Evaluation

(end)