

**Minutes of the 6<sup>th</sup> Meeting of the Ritsumeikan Asia Pacific University Presidential Candidate Selection Committee**

Date/Time: Friday, July 7, 2017 17:30 ~19:00

Venue: Conference Room No. 5, 3rd Floor, Administration Building (with Skype connection)

Attendees:

Presidential Candidate Selection Committee

Chairman: IMAMURA Masaharu (Vice President/Trustee)

Members: ALCANTARA, Lailani L. (Associate Professor, College of International Management)  
TODOROKI Hiroshi (Professor, College of Asia Pacific Studies)  
NAKAYAMA Haruo (Professor, College of International Management)  
BLACKWELL, James (Associate Professor, Center for Language Education)  
MAHICHI, Faezeh (Associate Professor, College of Asia Pacific Studies)  
OSAWA Yoshiki (Manager, Academic Office)  
MURAKAMI Ken (Director-General)  
HSIEH Hsin-Wu (Alumna)  
YOSHIDA Seitaka (Alumnus)

Selection Control Board Members: KIM Chan Hoe (Chair), HONDA Akiko, KITAMURA Shigeo

Secretariat: OHATA Takeru (Deputy Director), Administration Office (ANAMI Hiroko, YANAGAWA Michiaki)

\* Underlined members were absent.

(Quorum met with 10 of 9 members in attendance)

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**【Agenda】**

- 1. Approval of the minutes (The 5<sup>th</sup> Meeting of Presidential Candidate Selection Committee)
  

2. Consolidating the Guidelines for Open Recruitment	(Chairman)	【Reference 1】
3. Opinions Voiced during the Public Hearing	(Chairman)	【Reference 2】
4. Upcoming Schedule	(Chairman)	【Reference 3】
5. Others	(Secretariat)	【References 4】
6. Administrative announcement	(Secretariat)	【No References】

1. Approval of Meeting Minutes (the 5<sup>th</sup> Meeting of the Ritsumeikan Asia Pacific University Presidential Candidate Selection Committee)

The minutes and meeting notes from the 5<sup>th</sup> Meetings were confirmed based on the materials.

2. Consolidating the Guidelines for Open Recruitment

Committee Chair IMAMURA explained the open recruitment requirements which were revised based on the opinions voiced at the public hearings. After introducing the opinions voiced at the University Senate Meeting on 7/4, the committee engaged in an exchange of opinions. The following points were confirmed as a result.

- Open recruitment includes both applying for candidacy and recommendations. In the case of a recommendation, a confirmation of intent will be carried out once the screening has progressed to a certain level.
- No deadline for the recruitment period will be established, and recruitment will continue until appropriate candidates are found.
- The selection process will not be described in the recruitment requirements.
- The address to send the application form to and the contact information to inquire about the details will be written at the end.
- The application materials will be clearly stated, but they will not initially be asked to submit detailed documents and instead be asked for certificates and other information when they reach the interview stage.
- The Duties and Qualifications are listed as bullet points after the university description to summarize the requirements into roughly one page.

The requirements were edited to incorporate the opinions described above. The issues regarding the academic credentials and how to describe the application period, which could not be discussed during today's meeting, will be considered during the next committee meeting, and it was decided that the final open recruitment requirements will be submitted to the University Senate Meeting on 7/24.

### 3. Opinions Voiced during the Public Hearing

It was decided that the content of the message sent by the selection committee to the APU constituents who attended the public hearings and explaining how the opinions voiced during the public hearings were evaluated by the committee and reflected in the open recruitment requirements would be decided during the next committee meeting based on the recruitment requirements finalized during that meeting.

### 4. Upcoming Schedule

The committee confirmed the plan to start the open recruitment on 7/18.

### 5. Others

The approach for proceeding with the expert interviews will be decided during the next committee meeting.

### 6. Administrative announcement

The next meeting will be held from 17:30 to 19:00 on July 14<sup>th</sup>

The contents described above were approved as a true record of the meeting minutes by all attending members of the 6th meeting of the Presidential Candidate Selection Committee.

July 8, 2017

Signatory

TODOROKI Hiroshi

 

Signatory

NAKAYAMA Haruo

 