

## **Call for Applications for Candidates for the Position of President of Ritsumeikan Asia Pacific University (Application Guidelines)**

As outlined below, Ritsumeikan Asia Pacific University ("APU") is issuing a call for applications for candidates for the position of President. The next President will be appointed after the current President's term concludes on December 31, 2020.

### **1. Overview of APU**

This year marks the 20th anniversary of APU, which was founded in April 2000 on the principles of "freedom, peace and humanity," "international mutual understanding," and "the future shape of the Asia Pacific region" in cooperation with the local community and a wide range of people both within and outside Japan. After pursuing myriad initiatives since its inception, APU has grown into one of the most unique global universities in the world. Nearly half of its 6,000-strong student body hails from around 90 countries and regions, and half of the faculty are non-Japanese.

APU has developed a sterling reputation both at home and abroad. The university was one of 37 schools selected by the Ministry of Education, Culture, Sports, Science and Technology for the Top Global University Project in 2014, the College of International Management and Graduate School of Management have earned accreditation from AACSB, one of the world's foremost business school accreditation agencies, and the Hospitality and Tourism program in the College of Asia Pacific Studies has earned TedQual certification from the United Nations World Tourism Organization. In the most recent "Japan University Rankings 2020" published by the British higher education journal *Times Higher Education* in March 2020, APU ranked 21st overall out of 278 universities, making it the highest ranking private university in western Japan for the third consecutive year and the fifth highest ranking private university in the nation.

At present, APU is preparing to undertake a range of new endeavors over the next 10 years based on its APU2030 Vision.

With this call for applications, we are seeking a President who can lead the university into the future.

### **2. Information about the Position of President of APU**

The Opening Declaration of Ritsumeikan Asia Pacific University states the following: "Given that the 21st century will see the emergence of a global society, we firmly believe that coexistence between mankind and nature, as well as between diverse cultures, will be indispensable for the peaceful and sustainable development of the Asia Pacific region. This is why we are now establishing a university here, to nurture the young talent and to create a new academic discipline which will help shape the region's future." As the head of APU, the President appoints vice presidents, deans of colleges, and other key executives and oversees university administration and academic affairs.

APU is part of the Ritsumeikan Trust, a comprehensive academy composed of two universities (Ritsumeikan University and APU), four affiliated junior and senior high schools, and one primary school. The President of APU also serves as a Trustee in the Ritsumeikan Trust, concurrently assuming the position of Vice Chancellor (in charge of APU). He or she is charged with assisting the Chancellor and the Chairman of the Board of Trustees and playing a leading role in the governance of the Ritsumeikan Trust.

The President of APU/Vice-Chancellor (in charge of APU) appointed with this call for applications will serve a three-year term from January 1, 2021, to December 31, 2023.

### **3. Selection Process**

Candidates selected by the Ritsumeikan Asia Pacific University Presidential Candidate Selection Committee will be referred to the Chancellor and the Chairman of the Board of Trustees for deliberation, who will then present the final candidate to the Board of Trustees of the Ritsumeikan Trust for approval and appointment as the President of APU. The current President may also be reappointed using this same process.

With this call, the Ritsumeikan Asia Pacific University Presidential Candidate Selection Committee

aims to solicit applications from a wide range of candidates for the position of President of APU.

#### **4. Expected Roles of the President**

- Demonstrate appropriate leadership as the public face of APU.
- Spearhead efforts to attract outstanding students, faculty, and staff from around the world.
- Present a roadmap for and strive to realize the further advancement of teaching and research at APU.
- Actively communicate APU's vision, mission, and state of affairs and strive to expand APU's networks by explaining its vision and mission to a wide range of university stakeholders, including students, faculty, staff, alumni, guardians, local residents, companies, and organizations, and seeking their understanding thereof.
- Fulfill his or her responsibility for the stable financial management of APU.
- Communicate with students, faculty, staff, and executives and encourage each member to realize his or her fullest potential; establish and strengthen frameworks for internal governance, legal compliance, and the prevention of harassment and strive to run the university effectively.

#### **5. Expected Qualifications of the President**

The qualities deemed necessary for the position of President will be comprehensively assessed based on a document screening and interviews.

- Should possess a doctoral degree or equivalent academic achievements and experience.
- Advanced proficiency in both English and Japanese is preferred.
- Several years of management experience in a Japanese or foreign university, company, NPO, NGO, or other organization is preferred.
- Must possess a deep understanding of APU's founding spirit, history, projects, and plans and demonstrate a desire to contribute to the advancement of APU.
- Experience working in an environment that requires a deep appreciation of foreign cultures and diversity is preferred.
- Must possess the flexibility and leadership needed to respond to the changing times.

#### **6. Compensation**

- (1) Compensation will be determined in accordance with the regulations of the Ritsumeikan Trust and includes the following: executive allowance, transportation allowance, housing allowance (or housing expense subsidy), relocation travel expenses, relocation allowance, individual research funds, bonuses, and retirement allowance. Enrollment in social insurance is required.
- (2) Because the President of APU is expected to dedicate him or herself to the duties entailed by the position, he or she cannot hold a full-time position with another university, company, or other organization; however, concurrent appointment as a visiting professor is permitted. APU's Conflict of Interest Regulations may dictate some restrictions on assuming external board member positions at companies with ties to the university. Please let us know if you have any questions about this.

#### **7. Application methods**

Please mail the following documents to the address indicated below or send them as email attachments.

- (1) For personal applications:
  - 1) Cover letter, 2) curriculum vitae, 3) personal statement (in either English or Japanese (typed horizontally) on one sheet of A4 paper), 4) recommendation letter (no designated format) or name of reference, if available
- (2) For recommendations:
  - 1) Cover letter, 2) university-designated Candidate Nomination Form (including the names of up to five recommenders and the reason for recommendation)
    - \* After documents have been screened, nominated candidates will be contacted to confirm their interest in the position.
- (3) Other:

- 1) For both personal applications and recommendations, the cover letter should clearly indicate the individual's proficiency levels in English and Japanese.
- 2) Additional documents may be requested as the selection process advances.
- 3) Application deadline: August 31, 2020 for both personal applications and recommendations.

**Mailing address and inquiries**

Attn: Yanagawa / Kitamura

Administration Office

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