

Ritsumeikan Asia Pacific University Internal Quality Assurance Policy

1. Basic Ideas on Internal Quality Assurance

(1) In an effort to embody the ideals of the university established upon its inception and fulfill the university's social mission, we will conduct self-assessments of the university's teaching, research, and other myriad activities. Based on the results of these assessments, we will strive to continuously improve the quality of our activities on an institution-wide basis.

(2) The body responsible for promoting internal quality assurance for the entire university will be the University Senate Meeting.

(3) The Self-Assessment Committee will be established to perform assessments of items pertaining to education and research, organizations, management, and facilities and equipment (hereinafter, "education and research and other matters") on a university-wide basis.

(4) The University Evaluation Committee will be established as an advisory body to the President to review self-assessment activities.

(5) The details of the self-assessments will be disclosed to the public.

2. Framework for Promotion

University-wide internal quality assurance initiatives will be implemented by way of the process outlined below.

(1) The University Senate Meeting will issue its resolution on the proposals from the divisions, colleges, and graduate schools (hereinafter, "the internal bodies") outlining their respective action plans and targets, which form the basis of the self-assessment.

(2) The Self-Assessment Committee will report the results of its assessment to the University Senate Meeting and the President. Based on the results reported, the University Senate Meeting and the President will ask the heads of each internal body to make improvements.

(3) The heads of the internal bodies will take responsibility for properly conducting a self-



assessment of the items pertaining to their respective bodies. The heads of the internal bodies will report on the progress of their improvement plans to the Self-Assessment Committee.

(4) The University Evaluation Committee, upon the advice of the President, will evaluate the university's activities and report the results of said evaluation to the President. Based on the results reported, the President will ask the heads of each internal body to make improvements. The heads of the internal bodies will report on the improvement plans for the items deemed to require improvements as well as the results of said improvement plans to the Self-Assessment Committee.

3. Action Guidelines for Planning, Reviewing, and Improvement

(1) APU Opening Declaration and the university-level mid-term plan serve as a set of action guidelines that presents a policy for planning, reviewing, and improvement. Likewise, the annual plans created by each internal body will serve as action guidelines for the planning, reviewing, and improvement activities undertaken for each year.

(2) To ensure that planning, reviewing, and improvement activities are undertaken appropriately and methodically, information on the student situation and other relevant factors will be monitored and put to use for the promotion of internal quality assurance. Furthermore, the tools used to ensure effective and appropriate information monitoring will also be reviewed, and improvements will be made as needed.

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