

Guidelines for the Establishment of the Evaluation Office of  
the Public University Corporation, the University of Aizu

Article One  
(Objective)

1.1 These guidelines provide for matters necessary for the organization and operation of the Evaluation Office in accordance with the provisions of Article Two, Paragraph Two of the Basic Regulation concerning the Organization and Business Operation of the Public University Corporation, the University of Aizu.

Article Two  
(Organization)

2.1 The Evaluation Office shall be organized of the following individuals.

- (1) The regent in charge of general and financial affairs
- (2) The regent in charge of educational and academic affairs
- (3) The regent in charge of research
- (4) The regent in charge of management and external affairs
- (5) The regent in charge of the Junior College Division (JCD)

Article Three  
(Duties)

3.1 The Evaluation Office shall perform duties related to the following matters.

- (1) Medium-term goals and medium-term plans
- (2) Self-checks/evaluations
- (3) Evaluations by institutional accrediting bodies
- (4) Evaluations by the prefectural public university evaluation committee
- (5) Other evaluations of the University

Article Four  
(Director, Etc.)

4.1 The position of Director of the Evaluation Office (hereinafter, “the Director”) shall be established within the Evaluation Office and filled by the regent in charge of general and financial affairs.

4.2 The Director shall preside over the duties of the Evaluation Office, convoke Evaluation Office meetings as necessary, and chair the meetings.

4.3 An Assistant Director shall be appointed by the Director and assist the Director.

4.4 Should the Director be unable to fulfill their duties for any reason, the Assistant Director shall fulfill these duties on their behalf.

4.5 When the Director recognizes doing so as necessary, they may request the attendance of individuals other than Office members to have them provide explanations or opinions.

#### Article Five (Working Group)

5.1 The following Working Groups shall be established for the purpose of discussion and coordination of concrete matters prior to Office meetings regarding the items listed in Article Three above (excluding matters related to the Junior College Division, which are provided for separately).

(1) Evaluation Working Group

(2) Internal Education Quality Assurance Working Group

5.2 The Evaluation Working Group shall perform duties related to matters other than internal education quality assurance and be organized of the following individuals.

(1) Three faculty members from the Office for Planning and Management appointed by the Director based on the recommendation of the Chairperson of the Board of Executives

(2) Five faculty members (from each division, the Center for Cultural Research and Studies, and the Center for Language Research) appointed by the Director based on the recommendation of the regent in charge of education and academic affairs

(3) One faculty member from the Revitalization and Creation Support Center appointed by the Director based on the recommendation of the Director of the Revitalization and Creation Support Center

(4) Six administrative staff members (other than faculty members) appointed by the Director

5.3 The Internal Education Quality Assurance Working Group shall perform duties related to internal education quality assurance and be organized of the following individuals.

(1) One faculty member from the Center for Planning and Promotion appointed by the Director based on the recommendation of the Director of the Center for Planning and Promotion

(2) Five faculty members (from each division, the Center for Cultural Research and Studies, and the Center for Language Research) appointed by the Director based on the recommendation of the regent in charge of education and academic affairs

(3) Three or fewer other faculty members appointed by the Director based on the

recommendation of the Chairperson of the Board of Executives or the regent in charge of education and academic affairs

5.4 Terms of office for members of the Working Groups of up to two years shall be determined by the Director. Terms of office for replacement members of the Working Groups shall be the remaining period of the term of office of their predecessors. Members can be reappointed, but the extended term of office shall be limited to two terms and four years. However, this does not apply to the individuals listed in Article 5, Paragraph 2 and 3, item 1.

#### Article Six

##### (General Administrative Affairs)

6.1 General administrative affairs of the Evaluation Office shall be handled by the Planning and Collaboration Division of the Administrative Office.

6.2 Notwithstanding the provisions of the preceding Paragraph, administrative affairs related to internal education quality assurance shall be handled by the Center for Planning and Promotion, and those related to Internal Education Quality Assurance Working Group shall be handled by the Student Affairs Division of the Administrative Office.

#### Article Seven

##### (Miscellaneous Provisions)

7.1 Necessary matters concerning the Evaluation Office other than those provided in these guidelines shall be provided for separately by the Chairperson of the Board of Executives.

##### Additional Provisions

These guidelines shall be enforced as of April 1, 2006.

##### Additional Provisions

These guidelines shall be enforced as of April 1, 2008.

##### Additional Provisions

These guidelines shall be enforced as of April 1, 2009.

##### Additional Provisions

These guidelines shall be enforced as of April 1, 2016.

However, term of office for the current members is valid until May 31, 2016.

##### Additional Provisions

These guidelines shall be enforced as of November 9, 2016.

##### Additional Provisions

These guidelines shall be enforced as of November 1, 2023.

##### Additional Provisions

These guidelines shall be enforced as of April 1, 2024.