

Rules Concerning International Joint Accreditation among the Japan University Accreditation Association, the Taiwan Assessment and Evaluation Association, and the Office for National Education Standards and Quality Assessment

Established between JUAA and TWAEA on January 30, 2018

Revised on September 7, 2018

Revised on September 27, 2019

Revised to include ONESQA on January 27, 2021

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CHAPTER I GENERAL PROVISIONS

Article 1 Purpose

These Rules provide for matters necessary for the Japan University Accreditation Association (hereinafter referred to as “JUAA”), the Taiwan Assessment and Evaluation Association (hereinafter referred to as “TWAEA”), and the Office for National Education Standards and Quality Assessment (hereinafter referred to as “ONESQA”) to jointly implement university accreditation (hereinafter referred to as “Joint Accreditation”) pursuant to the Memorandum of Understanding executed by JUAA, TWAEA, and ONESQA.

Article 2 Higher Education Institutions Subject to Joint Accreditation

Higher Education Institutions (hereinafter referred to as “HEIs”) subject to Joint Accreditation are HEIs that have undergone statutory institutional evaluation and received accreditation in Japan, Taiwan, or Thailand.

Article 3 Commencement of Joint Accreditation

The process of Joint Accreditation will commence after approval from each of JUAA, TWAEA, and ONESQA is obtained.

Article 4 Delegation of Accreditation

If a request for Joint Accreditation is received, the President of JUAA, the Chairman of TWAEA and the Chairman of ONESQA shall immediately delegate the assessment for Joint Accreditation (hereinafter referred to as “Accreditation”) to the committee chair of the International Joint Accreditation Committee set out in CHAPTER II.

Article 5 Accreditation Method

Accreditations are to be conducted through document analysis based on self-study

reports and other necessary materials prepared in accordance with the separately provided International Joint Accreditation Standards (hereinafter referred to as the “Standards”) as well as through site visits.

Article 6 Accreditation Results

1. Accreditation results are subject to certification as to whether those results meet the Standards.
2. The Accreditation results include the judgment regarding “accredited” or “non-accredited” based on the Standards.

Article 7 Accreditation Cycle

HEIs certified as meeting the Standards that wish to be certified on a continuous basis will receive the next Accreditation within six years after receiving the previous Accreditation.

CHAPTER II INTERNATIONAL JOINT ACCREDITATION COMMITTEE

Article 8 Establishment of the Joint Accreditation Committee

The International Joint Accreditation Committee (hereinafter referred to as the “Accreditation Committee”) is to be established as a collegial body of JUAA, TWAEA, and ONESQA to carry out Accreditations.

Article 9 Composition and Term of Office of Accreditation Committee Members

1. The Accreditation Committee is composed of nine committee members.
2. Of the committee members in the preceding paragraph, up to three members will be selected by the Board of Trustees of JUAA mainly from among the faculty members who belong to a university in Japan and will be appointed by the President of JUAA.
3. Of the committee members in Paragraph 1, up to three members will be selected by the Board of Trustees of TWAEA mainly from among the experts who possess rich experiences in higher education in Taiwan and will be appointed by the Chairman of TWAEA.
4. Of the committee members in Paragraph 1, up to three members will be selected by the Board of Trustees of ONESQA mainly from among the faculty members who belong to a university in Thailand and will be appointed by the Chairman of ONESQA.
5. If there is a vacancy among the committee members, the relevant board of trustees shall follow the procedures in Paragraph 2, 3 or 4, respectively, and fill that vacancy.
6. The term of office of each committee member is three years; provided, however,

that this does not preclude the reappointment of each member.

7. The term of office of a replacement committee member is the remaining term of the predecessor of that committee member.

Article 10 Committee Chair and Vice-Chair

1. The Accreditation Committee has one committee chair and one committee vice-chair.
2. The committee chair and vice-chair are to be appointed by the President of JUAA, the Chairman of TWAEA, and the Chairman of ONESQA upon consultation. At the point, the chair and vice-chair will be selected from different countries.
3. The committee chair is in charge of the duties of the Accreditation Committee.
4. The committee vice-chair assists the committee chair, and if the committee chair is unable to perform his or her duties or if the office of the committee chair is vacant, the committee vice-chair will act in his or her place.

Article 11 Holding of Accreditation Committee Meetings

1. The committee chair shall convene Accreditation Committee meetings; provided, however, that the committee chair must convene an Accreditation Committee meeting if one-third or more of the committee members so request.
2. In the case of the preceding paragraph, the Accreditation Committee may hold a meeting using the web conference system if the committee chair deems it necessary.
3. In the case referred to in the preceding paragraph 1, the committee chair may substitute a resolution of the Accreditation Committee by obtaining the approval of the committee members in writing or by other means, without convening an Accreditation Committee meeting if the committee chair deems it necessary.
4. No Accreditation Committee meeting may be held without the attendance of half or more of the committee members.
5. Decisions of the Accreditation Committee are to be made by a majority of the committee members in attendance, and in the event of a tie, the committee chair shall make that decision.

Article 12 Exclusion of Interested Parties

1. No Accreditation Committee member may participate in deliberations or decisions related to the Accreditation of the HEI to which that member belongs.
2. If any committee member falls under the preceding paragraph, that member will not be included in the committee members in attendance under Article 11.3.

Article 13 No Proxies for Accreditation Committee Members

The duties of an Accreditation Committee member may not be performed by a proxy.

CHAPTER III REVIEW TEAM

Article 14 Establishment of the Review Team

The Review Team is to be established to conduct document analysis and site visits under the Accreditation Committee.

Article 15 Composition of the Review Team

1. In principle, the Review Team is to be composed of five members.
2. In principle, one of the members in the preceding paragraph will be selected by the Accreditation Committee from the country of the Applicant HEI (defined in CHAPTER IV).
3. The four members in Paragraph 1 other than the member selected in Paragraph 2 will be selected by the Accreditation Committee from among countries other than the country of the Applicant HEI.
4. If there is a vacancy among the members, the Accreditation Committee shall fill that vacancy in accordance with the procedures in Paragraph 2 or Paragraph 3 (as applicable).
5. A member may not participate in the reviewers meeting that carries out the Accreditation of the HEI to which that member belongs.

Article 16 Chief of Review Team

1. The Review Team is to have one chief.
2. The chief is to be appointed by the Accreditation Committee from among the members. At that time, the member selected in Paragraph 2 of the preceding article may not be appointed as the chief.
3. The chief shall convene the reviewer's meetings in accordance with the instructions of the Accreditation Committee chair.

Article 17 No Proxies for Reviewers

The duties of a reviewer may not be performed by a proxy.

CHAPTER IV JOINT ACCREDITATION PROCEDURES

Article 18 Submission of Materials

1. A HEI that applies for Joint Accreditation (hereinafter referred to as an "Applicant HEI") shall submit an application form and prescribed materials to JUAA, TWAEA, or ONESQA by the specified date.
2. An Applicant HEI shall submit any additional materials other than those set out in the preceding paragraph if so requested by the Accreditation Committee or the Review Team.

Article 19 Withdrawal of Application

1. An Applicant HEI may not withdraw its application on or after the day on which the Accreditation Committee starts the Accreditation; provided, however, that the Accreditation Committee may approve the withdrawal of an application at the request of the Applicant HEI if the Accreditation Committee believes there are reasonable grounds for that withdrawal.
2. Any request in the preceding paragraph must be made in writing.

Article 20 Training of Committee Members and Reviewers

JUAA, TWAEA, and ONESQA shall provide practical Accreditation training to Accreditation Committee members and reviewers in an appropriate manner.

Article 21 Document Analysis

The Review Team shall carry out document analysis based on the materials submitted by each Applicant HEI.

Article 22 Site Visits

The Review Team shall carry out site visits in which all of the Review Team members participate based on the document analysis.

Article 23 Preparation of Accreditation Results (Draft by Review Team)

The chief of the Review Team shall prepare the Accreditation results (draft by Review Team) by the specified date based on the document analysis and site visit and submit that to the Accreditation Committee.

Article 24 Preparation of Accreditation Results (Final Draft)

1. The Accreditation Committee shall prepare the Accreditation results (final draft) based on the Accreditation results (draft by Review Team).
2. The Accreditation Committee may request the chief or the members of any Review Team to take part in the preparation of the Accreditation results (final draft) in the preceding paragraph.

Article 25 Statement of Opinion

1. The Accreditation Committee chair shall present the Accreditation results (final draft) in the preceding article to the Applicant HEI.
2. After receiving the Accreditation results (final draft), the Applicant HEI may state its opinion on any factual error or other matters in the Accreditation results (final draft) to the Accreditation Committee chair in writing by the specified date.
3. If the Applicant HEI states its opinion under the preceding paragraph, the Accreditation Committee chair shall hold an Accreditation Committee meeting and deliberate on whether to adopt that opinion.

4. As a response to the stated opinion, the decision on whether to adopt that opinion, together with the reason therefor, is to be promptly conveyed to the Applicant HEI.
5. The Accreditation Committee shall revise the Accreditation results (final draft) where necessary.

Article 26 **Submission of Accreditation Results (Final Draft) to the Boards of Trustees**

After the procedures in the preceding article are complete, the Accreditation Committee chair shall submit the Accreditation results (final draft) to each Board of Trustees of JUAA, TWAEA, and ONESQA.

Article 27 **Determination of the Accreditation Results**

1. Each Board of Trustees of JUAA, TWAEA, and ONESQA shall deliberate on the Accreditation results (final draft) and determine the Accreditation results while respecting the Accreditation results (final draft).
2. No parties presently related to the Applicant HEI may participate in those deliberations or that decision of the Board of Trustees.

CHAPTER V **ANNOUNCEMENT OF ACCREDITATION RESULTS**

Article 28 **Notification of Accreditation Results**

After obtaining the decision of the Board of Trustees on the Accreditation results, JUAA, TWAEA, and ONESQA shall promptly notify the Applicant HEI of those results.

Article 29 **Announcement of Accreditation Results**

1. Each of JUAA, TWAEA, and ONESQA shall announce the Accreditation results on their respective websites.
2. JUAA, TWAEA, and ONESQA may announce the Accreditation results in a publication or by another method.

CHAPTER VI **REVIEW OF APPEALS AGAINST ACCREDITATION RESULTS**

Article 30 **Appeal Committee**

An appeal is to be reviewed by reviewers from countries other than the country of the Applicant HEI.

Article 31 **Review Procedures**

Appeal review procedures are to be separately provided.

CHAPTER VII CERTIFICATE OF ACCREDITATION

Article 32 Certificate of Accreditation

A Certificate of Accreditation is to be delivered to any Applicant HEI that has been accredited as meeting the Standards as a result of the Accreditation jointly by JUAA, TWAEA, and ONESQA.

CHAPTER VIII ACCREDITATION FEE

Article 33 Accreditation Fee

An Accreditation fee is to be separately stipulated upon consultation among JUAA, TWAEA, and ONESQA.

CHAPTER IX REVISION OF THE STANDARDS

Article 34 Establishment of and Revisions to the Standards

The establishment of and revisions to the Standards are to be determined upon consultation among JUAA, TWAEA, and ONESQA.

CHAPTER X MISCELLANEOUS

Article 35 Revisions to and Abolition of these Rules

Revisions to and abolition of these Rules are subject to approval of the Boards of Trustees of JUAA, TWAEA, and ONESQA.

Supplementary Provisions (January 30, 2018)
These rules are effective from January 30, 2018.

Supplementary Provisions (September 7, 2018)
These rules are effective from September 7, 2018.

Supplementary Provisions (September 27, 2019)
These rules are effective from September 27, 2019.

Supplementary Provisions (January 27, 2021)
These rules are effective from January 27, 2021.

Supplementary Provisions (January 25, 2022)
These rules are effective from January 25, 2022.