

## The Process of Electing the New President of Sophia University (Report)

Chancellor, Sophia School Corporation

Sophia School Corporation substantially revised the *Regulations Concerning the Election of Sophia University President* effective January 1, 2016, and from April to November conducted the process of electing the new President under the new Regulations.

The new President (to take office April 1, 2017) was officially elected at the Board of Trustees meeting of November 16, completing the process as described below.

### I. Procedure for Election of the New University President (Outline)

Under the Board of Trustees and the Screening Committee of University President Candidates (hereinafter “Screening Committee”), election of the new President took place in accordance with the following procedures. (Numbers correspond to item numbers under II. The Process of Electing the New University President.)

March 25	1. Decision and Announcement of Criteria for University President Selection
April 1	2. Establishment of Screening Committee
	3. Selection of Candidates
April 15	(1) Acceptance of nominations
June 6	(2) Selection of interviewees
Early August	(3) Conducting of interviews
September 7	(4) Selection of University President candidates
September 14	(5) Reporting (of candidates) to Board of Trustees
October 7 October 14–22	(6) Internal announcement
Late October	4. Information Data Collection of Candidates
November 16	5. Election of the New President
November 17	6. Announcement of New President and Release of Information Data Collection Results

### II. The Process of Electing the New University President

#### 1. Decision and Announcement of Selection Criteria

Criteria for University President Selection\* were adopted at the March 23 Board of Trustees meeting and made public on March 25.

\*The criteria were drawn up taking into account the results of the 2015 Academic Year “Grand Layout 2.0 Progress Survey: a Survey on plans that require speedy measures by Sophia School Corporation” (including survey questions on expectations for initiatives to be taken up by the new President and wishes for the President; conducted November 24 to December 8, 2015; 682 responses received from 921 eligible; 74.0%

response rate).

## 2. Establishment of Screening Committee

The Board of Trustees established a Screening Committee on April 1. The makeup of the Screening Committee was as follows.

	Member category	Name (honorifics omitted)	Position/affiliation (as of February 23, 2017)
1	Trustees	Toshiaki Koso	Chancellor/Trustee for Jesuit Higher Education
2		Tsutomu Sakuma	Trustee for General Affairs
3		Tetsuo Sugimoto	Trustee for Personnel Affairs
4		Ichiro Zettsu	Trustee for Financial Affairs
5		John Joseph Puthenkalam	Trustee for Global Academic Affairs
6		Shigeru Ikeo	Trustee
7		Kensuke Hotta	Trustee
8		Shigeo Sakikawa	Trustee
9		Machiko Yamashita	Trustee
10	Councilors	Haruya Uehara	Senior Advisor, Mitsubishi UFJ Trust and Banking Corporation
11		Yoshio Kajiyama	Provincial of the Province of Japan, Society of Jesus
12	Full-time faculty members	Yoichiro Ohashi	Professor, Department of Philosophy, Faculty of Humanities
13		Misako Ogino	Professor, Department of Psychology, Faculty of Human Sciences
14		Shigeru Nishizawa	Professor, Department of Management, Faculty of Economics
15		Takanori Togo	Professor, Department of English Studies, Faculty of Foreign Studies
16		Masatsugu Shimokawa	Professor, Department of Global Studies, Faculty of Global Studies
17		Takashi Irohara	Professor, Department of Information and Communication Sciences, Faculty of Science and Technology
18	Full-time staffs	Shunichi Horiuchi	Associate Director, Office of Global Education and Collaboration
19		Akiko Kinoshita	Director, Bureau of Academic Affairs
20	Outside experts	Mie Teno	Acacia Japan Deltapoint, Inc. Representative Director
21		Norio Izumi	Global Technology Network Corporation President

### 3. Selection of Candidates by Screening Committee

#### (1) Acceptance of nominations

On April 15, University faculty and staff were asked, based on the Criteria for University President Selection, to nominate candidates; and Screening Committee members were also asked for nominees on the same day. As a result, three nominations were submitted by faculty and staff, while 28 nominations were made by Screening Committee members. The actual number of nominees (taking into account multiple nominations for some nominees) were 13.

#### (2) Selection of interviewees

- (a) The Screening Committee met on June 6 to conduct a document-based screening of the 13 nominees for the purpose of selecting those who would sit for interviews. Of the 13, six nominees received the consent of at least half the members and were selected as interviewees.
- (b) The selected interviewees were asked to prepare and submit materials outlining their career, listing their university administration experience, their main educational and research accomplishments, activities contributing to society, and membership of academic societies, as well as a letter describing their vision as candidates for the position of University President.

#### (3) Conducting of interviews

- (a) For three days in early August, the six interviewees were examined mainly by interviewers chosen from the Screening Committee members.
- (b) The results of the interviews were then drawn up in reports for each interviewee (hereinafter “interview results report”) and shared with the Screening Committee as a whole.

#### (4) Selection of University President candidates

- (a) At the September 7 meeting of the Screening Committee, University President candidates were selected from the six interviewees, based on the materials and documents submitted as per (2) (b) above and on the interview results reports. Of the six interviewees, only two received the consent of at least two thirds of the Screening Committee members. These two were selected as candidates.
- (b) “Materials for Information Data Collection of University President Candidates” were prepared describing the careers of the selected candidates and their visions as University President candidates.

#### (5) Report to Board of Trustees

The two University President candidates were reported to the Board of Trustees at its September 14 meeting.

#### (6) Internal announcement

The names of the two candidates were announced in the University on October 7, along with their views as University President candidates.

Videos describing the views and beliefs of the candidates were made available for viewing on the internal website of the School Corporation from October 14 to 22.

#### 4. Information Data Collection of Candidates

The Screening Committee sent “Materials for Information Data Collection of University President Candidates” to faculty and staff members eligible to take part in an Information Data Collection of candidates (those having at least three years of service as of the date of the Information Data Collection; hereinafter “eligible personnel”) and conducted an Information Data Collection of the two University President candidates (October 19 [for early participants], 21, 24, and 25).

The number of eligible personnel, those taking part in the assessment, and the response rate (rounded off to single decimal place) are as follows.

	Number of eligible personnel	Number taking part in assessment	Response rate (%)
Faculty members	384	223	58.1
Staff	209	173	82.8
Total	593	396	66.8

#### 5. Election of the New President

At the November 16 meeting of the Board of Trustees, the Screening Committee reported on the University President candidate screening process and the results of the Information Data Collection of University President candidates.

At the same Board of Trustees meeting, the following candidate was then elected as the new University President after deliberations based on an overall consideration of the report, the interview results report, and Materials for Information Data Collection of University President Candidates.

Yoshiaki Terumichi, Professor of the Faculty of Science and Technology

#### 6. Announcement of New President and Release of Information Data Collection Results

The Board of Trustees made a public announcement of the appointment of the new University President on November 17. On the same day, the Screening Committee made the Information Data Collection results available for viewing in administrative and academic affairs offices.