## Basic Data

(Table 1) Organization and Facilities, etc.



1 List each college and department, graduate school and major, other and graduate department, and research institute, etc. (include correspondence programs).
2 If there are independent organizations, affiliate research institutes, or affiliated hospitals that teach general education subjects, foreign language subjects, or
health and physical education subjects, list them in the "Other / Graduate Departments / etc."
3 If subjects are conducted on two or more university grounds with different campus names, add " $\circ \circ$ Campus" after the location.
4 In the "Faculty Organization" section, enter the number of full-time faculty at the organization level used in the education and research organization fields. In addition, if you entered independent organizations that supervise undergraduate education in response to 2 above, enter "Other organization, etc. ( $\circ \circ$ )" in the "College / Department / etc." field. In this case, enter "-" in the "Standard Number" (and "Of which Professors") field.
5 When entering data for the number of "Full-time Faculty," include full-time faculty members who are temporarily absent from the university due to a leave of absence or sabbatical leave.
However, do not include "faculty members who are not teaching subjects" as specified in Article 11 of the Standards for Establishing Universities.
6 In the "Part-time Faculty" field, do not include full-time faculty such as visiting faculty and specially-appointed teaching staff, etc.
7 In the "Part-Time Faculty" field, do not include full-time faculty who are affiliated with other colleges and departments, etc., but teach subjects in the relevant college or department (faculty members with concurrent positions). In addition, do not include such faculty members in the "Full-Time Faculty, etc." section.
8 For the "Standard Number" of "Full-Time Faculty," "Research Supervisors," and "Research Supervisor Assistants," calculate the number of faculty as follows.

- Attached Table 1 and Attached Table 2, Article 13 of the Standards for Establishing Universities (include the items specified in the notes)
- Attached Table 1, Article 9 of the Standards for Establishing University Correspondence Education (include the items specified in the notes)
- Attached Table 1, Attached Table 2, and Attached Table 3 of the Matters Specifying the Number of Faculty to Be Allocated to Different Majors in Graduate Schools (Ministry of Education Notice No. 175 of 1999) in accordance with Article 9 of the Standards for Establishing Universities (include the items specified in the notes)
- Articles 1 and 2 of the Matters Specifying Necessary Items Relating to Professional Degree Programs (Ministry of Education, Culture, Sports, Science and Technology Notice No. 53 of 2003)
9 In the "Of which Professional-Level Full-Time Faculty" and "Of which Regarded as Full-Time Faculty" fields, please enter the number of full-time faculty who have professional experience and advanced practical skills as specified in Article 2 of the Items Specifying Necessary Matters Relating to Professional Graduate Schools (Ministry of Education Notice No. 53 of 2003) (Professional-Level Full-Time Faculty), and lecturers other than full-time faculty who have a teaching load of at least six credits per year, and are responsible for organizing education programs or managing other organizations that feature professional degree programs (Regarded as Full-Time Faculty).
10 Calculate the "Number of Students Enrolled per Full-time Faculty Member" field using the "Total Number of Enrolled Students" in Form 2 and the "Total number of Full-Time Faculty" in this table.
11 For the "Building Site Area" and "Sports Ground Site" fields, include data that can be incorporated based on the Standards for Establishment of Universities. 12 Enter area that cannot be included under "University Grounds," such as sites for affiliated facilities other than dormitories and university-affiliated hospitals (refer to Article 39-1 of the Standards for Establishment of Universities), affiliated research sites, parking lots, and university co-op sites in "Other" under "University Grounds, etc."
13 In the "Total Building Area" field, enter the total "Building" area used for school buildings as indicated in the School Facilities Questionnaire (Form 20) of the Basic School Survey.
14 In the "Exclusive" field for "Building Area" under "University Grounds," enter the area used exclusively by the relevant university. In the "Shared Use" field, enter the area shared by the relevant university with other schools or organizations. In the "Exclusive for Other School, etc., with Which There is Shared Use" field, enter the site area used exclusively by the other school, etc., for which there is shared usage with the relevant university.
15 In the "Standard Area" field, enter the "University Grounds" area as specified in Article 37 of the Standards for Establishment of Universities (excluding area for affiliated facilities and dormitories other than the affiliated hospitals), or the area for the "Building, etc., Facilities" specified in Article 10 of the Standards for Establishment of University Correspondence Education.
16 In the "Faculty Offices" field, there is no need to include offices for faculty members that are not counted among the number of "Full-Time Faculty." In addition, if multiple Assistant Professors (Jokyo), etc., jointly use an office, convert the number of faculty members to office numbers.
[University Notes]

1. "Number of Students Enrolled per Full-time Faculty Member" was calculated as follows.

Number of Students Enrolled per Full-time Faculty Member =
Current Number of Students (B) as of May. 1 / (Total Number of Full-time Faculty (A) + the number calculated by dividing the number of faculty members who belong to other undergraduate education organization among college/department based on its student capacity
(College of Asia Pacific Studies : 2,532 College of International Management : 2,588 Ratio of Student Capacity = 1:1))
According to the formula defined above, Number of Students Enrolled per Full-time Faculty Member is calculated as follows.

| -College of Asia Pacific Studies | $2,865 /(52+39)=$ (approximately) 31.5 |
| :--- | :--- |
| -College of International Management | $2,697 /(39+39)=$ (approximately) 34.6 |

