



Tokyo Medical and Dental University and Chulalongkorn University
International Joint Degree Doctor of Philosophy Program in Orthodontics

Self-assessment report

<Term for evaluation: August 2017 - July 2018>

Contents

1. Mechanism for implementation of JD Program	2
1-1. Joint implementation structure	2
1-1-1. Joint committees	2
1-1-2. Communication method	5
1-2. Policies	7
1-2-1. Diploma Policy	7
1-2-2. Curriculum Policy	8
1-2-3. Admission Policy	10
1-3. Quality assurance system	12
1-3-1. Self-assessment	12
1-3-2. External assessment	13
1-3-3. Feedback of assessment results	14
1-3-4. Information publication	15
2. Operation of JD Program	17
2-1. Progress of JD Program operation	17
2-2. Fulfillment of student capacity	20
2-3. Syllabuses	22
2-4. Evaluation method and criteria	23
3. Student Support	26
3-1. Student support system	26
3-1-1. Accommodation	26
3-1-2. Research environment	26
3-1-3. Financial support	27

1. Mechanism for implementation of JD Program

1-1. Joint implementation structure

1-1-1. Joint committees

Evaluation indicator

Appropriate committees for discussing important matters of education activities and examining curricula and educational methods are organized and active.

Plan

Tokyo Medical and Dental University (hereafter referred to as TMDU) and Chulalongkorn University (hereafter referred to as CU) will jointly conduct appropriate committee meetings to discuss important matters of education and research and to examine curricula and educational methods.

Current situation

As some committees having similar matters for deliberation were merged in the academic year 2016, 4 committees, the Liaison Council, Course Administrative Committee, Dissertation Committee and University Quality Assurance System have been active based on the following rules. Almost one year has passed from this merging, and it is considered to be a good choice for better program management. By this merging, we succeeded in reducing the time and effort for managing many committees. Also, this made one committee have some roles, which means it became easier to discuss and decide various matters in one committee.

(1) Liaison Council

Frequency of meetings: at least once a year

Deliberation matters:

The Liaison Council oversees administration of the program, conducts self-assessment, and deliberates the following matters:

- A) Organization of curricula
- B) Formulation of educational organization
- C) Selection of entrants and conferment of degrees
- D) Management of enrollment and student safety
- E) Financial support, welfare and guidance for students
- F) Evaluation of educational and research activities

(2) Course Administrative Committee (named JD committee before)

Frequency of meetings: once a month as a general rule

Deliberation matters:

The Course Administrative Committee deliberates the following matters:

- A) Selection of entrants
- B) Student registration and records
- C) Student guidance
- D) Syllabus planning and course registration
- E) Formulation of educational organization
- F) Educational policies and methods
- G) Promotion and course completion certification
- H) Thesis defense
- I) Evaluation of educational and research activities
- J) Other necessary matters relating to education and research

(3) Dissertation Committee

Frequency: when necessary

Deliberation matters:

The Dissertation Committee deliberates the following matters:

- A) Selection of examiners for Qualifying Examination
- B) Selection of examiners for Thesis/Dissertation Proposal Examination
- C) Selection of examiners for Thesis Examination
- D) Thesis publication

(4) University Quality Assurance System

The University Quality Assurance System consists of external reviewers and holds a meeting once a year. The System conducts external assessment based on the self-assessment report. The rules of the System have not been agreed upon by TMDU and CU.

<Past committee meetings>

(1) Liaison Council

TMDU and CU conducted the Liaison Council meeting on February 22, 2018. In this meeting, TMDU and CU reviewed the matters discussed and settled during August 2016 to July 2017, and approved the self-assessment results. Also, TMDU and CU exchanged opinions for improving the program. Next Liaison Council will be conducted around April 2019.

(2) Course Administrative Committee

TMDU and CU have been conducted the Course Administrative Committee meeting once a month, regularly.

(Table 1)

Date	
September 12, 2017	21st meeting
November 1, 2017	22nd meeting
December 12, 2017	23rd meeting
January 16, 2018	24th meeting
February 23, 2018	25th meeting
March 27, 2018	26th meeting
April 27, 2018	27th meeting
May 18, 2018	28th meeting
June 19, 2018	29th meeting

Reference: Minutes of the Course Administrative Committee (Attachment 1)

1-1-2. Communication method

Evaluation indicator

Appropriate communication method is established.

Plan

- The CU-TMDU Research and Education Collaboration Center in Thailand, which TMDU has established in the Faculty of Dentistry of CU, and the video conferencing system in TMDU will be utilized for communications with each other.
- One faculty member will be assigned as a coordinator to achieve better cooperation between TMDU and CU.

Current situation

There have been two means of communication between CU and TMDU.

Firstly, the video conferencing systems, which were installed in TMDU and CU, have been used not only for meetings called by the 4 committees mentioned above, but also for joint interviews in the entrance examination.

Secondly, the CU-TMDU Research and Education Collaboration Center in Thailand, equipped with a computer, copy machine, tables and chairs and a video conferencing system, has been used for entrance examination preparations, meetings before and after the entrance examination and sending answer sheets to TMDU by e-mail. It is also used for meetings with TMDU members and students when TMDU members visit CU. Furthermore, the JDP coordinator has used the Center's room for her paperwork.

For better cooperation between TMDU and CU, the coordinator, a Thai dentist fluent in Japanese, English and Thai, was assigned as a visiting assistant professor of TMDU. This has made it possible to operate programs smoothly and efficiently in various situations.

Furthermore, TMDU and CU jointly conducted faculty development and meeting so that representatives of committees could share common understanding of problems occurring during each year.

Evaluation of 1-1. Joint implementation structure

Assessment criteria		2017	2018
IV	Achieved more than was planned.		
III	Plan was achieved.	✓	✓
II	Plan was not achieved sufficiently.		
I	Plan was not achieved.		

➤ **Evaluation of current situation**

- The joint implementation structure has been very well established until now.
- Since last year, renovation of the implementation structure turned out to be well designed. Usual communications between the two universities have been well carried out by the regular teleconference and the exchange of the emails at appropriate timings.

➤ **Proposals for improvement**

- There is no proposal to improve the joint implementation structure.
- The cloud storage can be considered to use to store some of the joint implementation's documents such as the minutes of teleconference. It will be convenient for the committees to access and retrieve them. However, the backup must be carefully performed to prevent the loss or damage of the documents. Moreover, the high confidential documents should be considered not to be saved in cloud storage.
- There is no urgent necessity of changing the implementation structure.

1-2. Policies

1-2-1. Diploma Policy

Evaluation indicator

Diploma Policy is determined based on the educational objectives and published, and completion of the program is approved in a fair and strict manner.

Plan

Establish Diploma Policy in the light of the Human Resources Development Goals of this program, and confer degrees.

<Human Resources Development Goals>

The program is devoted to developing researchers who have specialized knowledge that spans the life sciences, especially orthodontics, act as global leaders and cooperate closely with their counterparts in other fields; educators who have highly receptive minds with great expertise in devising and implementing effective educational strategies; highly specialized medical professionals who have uncompromising views on ethics and a passionate interest in research; and opinion leaders who will be pioneers in a new age of dentistry.

Current situation

The Diploma Policy was determined as below based on the Human Resources Development Goals, with mutual consent.

<Diploma Policy>

The program confers the degree of Doctor of Philosophy on students who attain the required credits and pass the dissertation defense and final examinations. Degree recipients must also fulfill one of the following requirements.

- (1) Ability to acquire technical knowledge in English as a common language, and communicate smoothly in English.
- (2) Ability to continue learning in one's specialty field for life.
- (3) Ability to understand and speak on current issues in the fields of dentistry, especially

orthodontics, not only in Japan and Thailand but also in whole world; prioritize critical problems; plan research and formulate proposals needed to solve such problems.

- (4) Ability to be a leader in research, education and dental treatment, coordinating with the respective people overseas in the fields of medical and dental sciences, especially orthodontics.

Same as last year, the Diploma Policy was explained by TMDU and CU faculty members in guidance for new students. TMDU and CU have been discussing unsettled matter one by one in relation to conferring diploma in July 2021.

1-2-2. Curriculum Policy

Evaluation indicator

- Curriculum Policy is clearly indicated and published based on the educational objectives.
- Academic curricula are organized and implemented based on Curriculum Policy.

Plan

Establish the Curriculum Policy to provide an environment for students to acquire essential knowledge, skills, experience and leadership for their degree and to become highly specialized medical professionals, and formulate curriculum.

Current situation

The Curriculum Policy has been established as follows with the mutual consent of TMDU and CU.

<Curriculum Policy>

- (1) Establish basic and special subjects related to orthodontics to foster professionals with strong capabilities in research, in-depth specialized knowledge, thinking skills and high standards of ethics, who can contribute to the world through research.
- (2) Establish clinical subjects that enable students to acquire expert knowledge and skills in clinical orthodontics.
- (3) Organize presentation-style participatory seminars to enable students to acquire fundamental capabilities in orthodontics.

- (4) Organize special lectures on special subjects that enable students to define problems in various situations which can be objects of study, scientifically analyze them, create science-based solutions for them, and evaluate the results of solving them.
- (5) Establish Practice of Research as a special subject to enable students to plan and carry out research which contributes to the world, and establish Experimentation and Thesis Writing as a subject to aid writing dissertations with the essential content.

5-year academic curricula were formulated and implemented based on the Curriculum Policy (Table 2). The Curriculum Policy is publicly available on websites.

(Table 2)

Field	Subject	Credits
(1) Basic subjects	• Bone Biology	2
	• General Orthodontics	1
	• Essential Orthodontics	2
	• Seminar in Basic Orthodontics	1
(2) Special subjects	• Doctoral Dissertation Seminar	24
	• Orthodontic Sciences special lecture	6
	• Orthodontic Sciences research practice	8
	• Orthodontic Sciences laboratory work and dissertation	10
	• Maxillofacial Orthognathics special lecture	6
	• Maxillofacial Orthognathics research practice	8
	• Maxillofacial Orthognathics laboratory work and dissertation	10
(3) Clinical subjects	• Orthodontic Techniques	3
	• Multidisciplinary Treatment Procedures	2
	• Orthodontic Practical Exercise	1
	• Seminar in Advanced Orthodontics	1
	• Orthodontic Clinical Training I	2
	• Orthodontic Clinical Training II	1
	• Orthodontic Clinical Training III	4
	• Advanced Orthodontic Clinical Training I	1
	• Advanced Orthodontic Clinical Training II	3
	• Advanced Orthodontic Clinical Training III	1
	• Photography and Computer in Orthodontics	1
	• Skill in Orthodontic Teaching	1
	• Writing a Research Proposal in Dentistry	1
	• Writing a Research Report in Dentistry	1

1-2-3. Admission Policy

Evaluation indicator

Clear Admissions Policy is established and entrance examination is conducted in accordance with the policy.

Plan

Establish the Admission Policy in the light of Human Resources Development Goals (refer to item 1-2-1), and conduct entrance examinations.

Current situation

The Admissions Policy was established as follows with the mutual consent of TMDU and CU.

<Admissions Policy>

This program aims to foster highly skilled experts as well as global leaders who possess a wealth of knowledge and techniques in the field of dentistry, especially orthodontics, not only in Japan and Thailand but also in the rest of Southeast Asia. Qualified applicants who meet any of the following criteria are therefore highly encouraged to apply for our program.

- (1) Eager to acquire high-level clinical abilities, basic knowledge and techniques in the field of orthodontics, or understanding of orthodontic sciences and maxillofacial orthognathics based on the latest research in these fields.
- (2) Eager to be an independent basic clinical researcher in the fields of orthodontics with the capacity to take the lead in national/international clinical research projects or clinical education, upon completion of course.

The Admissions Policy was established with the mutual consent of TMDU and CU as described in the above objectives. The policy and details of the entrance examinations have been clarified in the Student Application Guide and on TMDU and CU websites.

Entrance examination subjects were set to meet the Admissions Policy. The entrance examinations consist of a written examination on orthodontics, wire-bending test, essay examination and joint interview. The written examination and wire-bending test are to determine if a candidate possesses basic knowledge and techniques in the field of orthodontics. The essay examination and joint interview determine if a candidate is eager to acquire

high-level clinical abilities, knowledge and techniques in the field of orthodontics, or understanding of orthodontic sciences and maxillofacial orthognathics based on the latest research in these fields, and has the potential to be an independent basic clinical researcher in the field of orthodontics with the capacity to take the lead in national/international clinical research projects or clinical education.

The 2016 entrance examination was conducted in May and June. The 2017 entrance examination in April and May. The 2018 entrance examination was conducted in April and May. All entrance examinations were conducted in accordance with the Admissions Policy, and three candidates passed in each exam.

Evaluation for 1-2. Policies

Assessment criteria		2017	2018
IV	Achieved more than was planned.		
III	Plan was achieved.	✓	✓
II	Plan was not achieved sufficiently.		
I	Plan was not achieved.		

➤ **Evaluation of current situation**

- The current policies, both diploma and curriculum, are performed very well.
- The Diploma Policy, Curriculum Policy and Admissions Policy have been well applied and conducted.

➤ **Proposals for improvement**

- The recruitment for the PhD future candidates should be announced earlier and be more persuasive in order to get a bigger number of eligible and excellent applicants.
- Although the firm diplomas have been established, it is important to advertise the JDP by using the social media to recruit more promising students.
- The method of dissertation defense based on the Diploma Policy should be discussed to conduct dissertation defense based on 5th year (as pointed out last year).

1-3. Quality assurance system

1-3-1. Self-assessment

Evaluation indicator

Self-assessment is implemented and the results are published, and reflected in the educational and research activities.

Plan

TMDU and CU will evaluate the educational and research activities of this program, and write self-assessment reports.

Current situation

Self-assessment of this program was implemented in February, 2018 by the Course Administrative Committee. TMDU and CU wrote self-assessment reports based on the same evaluation categories, providing an evaluation of the current situation and proposals for improvement. The evaluation period is from August, 2016 to July, 2017.

The self-assessment reports was published on both universities' websites, and their details shared in the joint meeting held in February, 2018, and was utilized in the improvement of educational and research activities.

Concerning the self-assessment 2019, it will be implemented in February, 2019. The evaluation period is from August, 2017 to July 2018. The reports will be published on the website and will be shared in the joint meeting to be held in April, 2019. Also, program evaluation sheets by the students will be shared with Course Administrative Committee members so that the problems can be solved.

Regarding external assessment, please refer to the next item, 1-3-2.

1-3-2. External assessment

Evaluation indicator
After carrying out the external assessment, the results are published and reflected in educational and research activities.

Plan

TMDU and CU will undergo an external evaluation by the University Quality Assurance System based on the self-assessment report. External evaluators will consist of outsourcing veterans and professors from other universities, which have doctoral programs in relevant fields and experience in granting doctoral degrees.

Current situation

Same as last year, TMDU and CU will jointly write a self-assessment report after their self-assessments, and undergo external assessment in March, 2019. External assessors will evaluate the JD Program based on the self-assessment report. The results of the external assessment will be fed back to faculty members of both universities, and reflected in the improvement of educational and research activities.

1-3-3. Feedback of assessment results

Evaluation indicator

- Opinions of university members (students and faculty members) obtained in order to ensure proper use of the results in concrete, sustainable improvement of educational quality.
- Opinions of external parties are utilized properly toward concrete, sustainable improvement of educational quality
- Faculty development is properly managed, and leads to improvement of educational quality and coursework.

Plan

In this program, students will be asked to complete questionnaires on the subjects. Also, supervisors will hear students' opinions via the video conferencing system. Questionnaire results and opinions will be fed back to faculty members, and utilized for improvement of educational quality. The Liaison Council will examine educational effectiveness, and reflect the findings in the curriculum, supervising method and entrance examination.

In order to develop faculty members' educational skills, TMDU and CU plan to conduct faculty development seminars to exchange relevant information such as on curriculum planning and making teaching materials.

Current situation

Same as last year, CU administered a questionnaire to students and supervisors on the subjects they took in the first academic year. The results were presented and examined at a meeting called by the Course Administrative Committee, and it was found that the students were satisfied. The opinions of persons from other institutions will be utilized after the external assessment.

Furthermore, TMDU and CU conducted a faculty development seminar consisting of lectures and discussion on orthodontics education in February, 2018. The faculty development seminar was filmed, and the movie and handouts were distributed to absentees. Faculty development seminar will be conducted in March, 2019 in the same way of the last year.

1-3-4. Information publication

Evaluation indicator

Information such as that on educational activities (including the items defined in paragraph 2, article 172 of the Enforcement regulations of the school education Law, MEXT) will be publicized.

Plan

The Public Relations Section of TMDU will carry out planning of publicity, provide an overview of TMDU and issue PR brochures. They will provide information on industry-academia-government collaboration, educational and research activities and TMDU activities that contribute to society. CU will also provide information proactively. Once the JD program is established, information on the program will be provided to students and the public in English.

Current situation

Through cooperation between TMDU and CU, information on educational and research activities is available on the university websites. There was no English website available, so the English website was created. Now we provide information of JDP in Japanese, Thai and English. The JDP team manages the JDP website which provides information on the educational and research activities listed below (*1).

Also, newsletters have been published regularly to let the public know the current situation of JD program operation. TMDU and CU have been considering types of publicity such as admission guidance for graduate school.

Website URL:

http://www.tmd.ac.jp/english/faculties/graduate_school/jointdegree/joint_degree.html

(*1) Information on educational and research activities provided on the JDP website

- Educational objectives of the university
- Basic organization for education and research
- Faculty members' information
- Number of admissions, admission quota, number of students
- Subjects details, teaching method, curriculum
- Facilities, research environment
- Tuition fee, admission fee

Evaluation for 1-3. Quality assurance system

Assessment criteria		2017	2018
IV	Achieved more than was planned.		
III	Plan was achieved.	✓	✓
II	Plan was not achieved sufficiently.		
I	Plan was not achieved.		

➤ **Evaluation of current situation**

The program has the complete quality assurance system comprising self-assessment, external assessment, feedback of assessment result and publication. Self-assessment of the program is planned to be undergone in January, 2019, and external assessment is planned to be undergone during January to March, 2019. The complete external assessment report will be finalized in March 2019. The feedback of external assessment will be publicized, and shared with faculty members through faculty development. Information of the program is publicized on the website.

➤ **Proposals for improvement**

All the comments from the external reviewers and stakeholders will be carefully considered. The plan for improvement will be established and implemented. The information will be distributed to all the associate faculty members.

2. Operation of JD Program

2-1. Progress of JD Program operation

Evaluation indicator

Program is operated properly as planned.
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Plan

TMDU and CU will jointly conduct the entrance examination. After successful applicants have matriculated in the program, both universities will give the students appropriate guidance, confirm the completion of course registration and assign research supervisors to them. At the end of each semester, credits for subjects will be recognized upon approval by the Course Administrative Committee. The students will develop their own research projects, receive advice from their supervisors and present their dissertation proposal to the Dissertation Committee. The students have to pass the qualifying examination by the end of the 2nd academic year and the dissertation proposal by the end of 3rd academic year. TMDU will make preparations for accepting students so that they can start their research in June 2017.

Current situation

Entrance examinations were jointly conducted in May and June, 2016, and three students matriculated for this program. The entrance examinations in 2017 were conducted in April and May, and three students matriculated. The entrance examinations in 2018 were conducted in April and May, and three students matriculated.

Guidance was provided to the students by TMDU and CU. In it, CU explained the following matters: JDP history, MOU, Diploma Policy, course structure, tuition fees and payment method, subjects and TMDU's dormitory. After the guidance, the students registered for subjects for the first semester. TMDU explained the orthodontic science and maxillofacial orthognathics laboratories, conducted interviews with students and discussed students' research plans with them.

Based on the discussions with the students, one TMDU supervisor and one CU supervisor were assigned to each student. The supervisors interviewed students in the qualifying examination at the end of the first year, and gave them advice on their research plans.

The exam for students matriculated in 2016 and 2017 were conducted in same schedule (in March). The students took subjects at CU in their 1st year and have completed the required subjects for completion of the JD Program.

When the students started their research at TMDU, support was given to them through cooperation between the coordinator and administration staff as follows.

- Scholarships

To support students financially, students applied for university scholarships from CU and was provided budgets for attending academic meetings. TMDU successfully applied for MEXT scholarships for all 3 students to receive scholarships.

- Housing

TMDU provided three rooms at TMDU Ichikawa Dormitory. TMDU administrative staff and the coordinator helped students to complete the moving-in procedure and gave them a tour of the dormitory.

- Others

TMDU administrative staff and the visiting assistant professor also supported students, by helping them with resident registration, opening bank accounts, and signing up for health insurance.

Evaluation for 2-1. Progress of JD Program operation

Assessment criteria		2017	2018
IV	Achieved more than was planned.		
III	Plan was achieved.	✓	✓
II	Plan was not achieved sufficiently.		
I	Plan was not achieved.		

➤ Evaluation of current situation

- Written examination, wire-bending examination and essay examination were conducted at CU. Subsequent joint interview was conducted through video conferencing system. CU and TMDU jointly conducted the entrance examination 2018, and 3 students were matriculated to JDP.
- The guidance of the research topics during TMDU professors' visit to CU in August 2018 was very helpful to the students.
- For the students matriculated in 2017, the Qualifying Examination was done in the

middle of the 2nd semester of the 1st year. The students had their own research topics from the Qualifying Examination so they could start their research at TMDU.

- For the students matriculated in 2016, they finished the research part in TMDU and continued their research work in CU. The dissertation proposal examination was done in November 2018. They started their clinical work by accepting new orthodontic patients, doing the diagnostic and treatment planning work to prepare the treatment of the patients in 2nd semester.

➤ **Proposals for improvement**

- TMDU professors continue to visit CU for student guidance.
- Give students the opportunity to visit TMDU to see the laboratories because this would be beneficial to their research.
- The qualifying exam for students matriculating in 2018 will be conducted according to the previous year.
- CU tries to provide scholarships to students as early as possible.
- The feedback from self-assessment from staffs, students and external evaluators will be considered for improvement of program operation.
- TMDU professors should take the preparatory action to facilitate to file the ethical approval before the research is started, if necessary.

2-2. Fulfillment of student capacity

Evaluation indicator

- Admissions Policy, Curriculum Policy and Diploma Policy are properly publicized and disseminated.
- Number of enrollments versus admissions quota is appropriate.

Plan

- Information such as on awarded degree, requirements for completion, curriculum, academic calendar, fees, hours per credit, scholarships and student welfare and student support will be notified in the Admission Guide and on the website.
- The admission quota for this program will be three, and it is expected that 1 - 2 Japanese and Thai candidates will apply.

Current situation

Both universities publicize important information, such as that regarding Admissions Policy, Curriculum Policy and Diploma Policy on their websites. All necessary information is also available in the Application Guide and on websites as follows. This information is revised and updated to be fresh in both Japanese and English.

- Awarded diploma
- Completion requirements
- Content and method of education
- Academic calendar
- Tuition fees
- Credit hours
- Student support (scholarships, student benefits)

Also, information on student applications for admission is notified to TMDU and CU faculty members of the TMDU dental graduate school board and the Course Administrative Committee. Number of admissions versus admissions quota has been appropriate (Table 3).

(Table 3).

	2016	2017	2018
Admissions quota	3	3	3
Number of applicants	9	6	7
Number of admissions	3	3	3

Evaluation for 2-2. Fulfillment of student capacity

Assessment criteria		2017	2018
IV	Achieved more than was planned.		
III	Plan was achieved.	✓	✓
II	Plan was not achieved sufficiently.		
I	Plan was not achieved.		

➤ **Evaluation of current situation**

- The ratios of number of admission/number of applicants were 3/9 in 2016, 3/6 in 2017, and 3/7 in 2018. Student capacity fulfilled in 2016, 2017 and 2018.
- Information on the curriculum is easily assessed on the first page of CU's website. Applicants can find more details on the graduate school office website when they start the application process.

➤ **Proposals for improvement**

- Publication and dissemination of information on the entrance examination for JDP well in advance may help to increase applicants.
- Information on the website should be revised and updated.
- Links to the JDP information should be reconsidered and appropriately constructed in both institutions.

2-3. Syllabuses

Evaluation indicator

Appropriate syllabuses have been prepared and are in operation.

Plan

Syllabuses which includes important information such as that on Admissions Policy, Curriculum Policy, Diploma Policy and assessment will be publicized on the website. Syllabuses will be written in both Japanese and English.

Current situation

The syllabuses of both CU and TMDU are written in Japanese and English and are available on the websites. The syllabus includes Human resource developing goal, Admission Policy, Curriculum Policy, Diploma Policy, Course registration, Assessment, and Information for students.

Evaluation for 2-3. Syllabuses

Assessment criteria		2017	2018
IV	Achieved more than was planned.		
III	Plan was achieved.	✓	✓
II	Plan was not achieved sufficiently.		
I	Plan was not achieved.		

➤ **Evaluation of current situation**

- The syllabuses for JDP have been properly prepared in English and Thai and have been on CU website.

➤ **Proposals for improvement**

- The syllabuses should be revised every semester.
- A questionnaire survey of students' use of syllabus should be performed.
- The syllabuses which are in Thai language should be translated into English.
- The syllabuses in English and Japanese should be on the TMDU website.

2-4. Evaluation method and criteria

(Grading, recognizing credits and completion of the course)

Evaluation indicator

Evaluation methods and criteria (grading, recognition of credits, and completion of the course) are established for each subject. They are being conducted properly in a fair manner, and have been disclosed to students.

Plan

- Credit recognition will be examined and approved through deliberation by both universities' faculty members in the Course Administrative Committee.
- The performance of each student in courses at TMDU will be graded on a 5-point scale (*) in order to make each student's level of attainment more visible. This is based on the TMDU Graduate School Regulations, paragraph 19.
- Standards for Specific Behavioral Objectives (SBOs) are set as follows.
- The performance of each student in courses at CU will be graded on an 8-point scale, as follows, to make each student's level of attainment more visible.
 - 4.0=A, 3.5=B+, 3.0=B, 2.5=C+, 2.0=C, 1.5=D+, 1.0=D, 0.0=F
 - Grade 2.5 (=C+) will be deemed to be the minimum pass grade.
 - In English, grades are fixed as A=Excellent, B+=Very Good, B=Good, C+=Fairly Good, C=Fair, D+=Poor, D=Very Poor, and F=Fail.
- Both universities will record students' performances after converting their grades using the conversion table.
- Standards for Specific Behavioral Objectives will be indicated in the syllabuses, and also posted on the websites of the universities.

Current situation

Grades for each subject are assigned by the university which established the subject, and the grades are approved at Course Administrative Committee meetings jointly conducted by TMDU and CU. After approval, the grades of TMDU and CU are converted to the other party's grades based on the grade conversion table 4.

The grade conversion table was revised because assessment regulation of TMDU had been changed. The Course Administrative Committee discussed and reached at mutual consent to use the table.

Furthermore, a new grade conversion table (Table 5) was created for the subjects which evaluated with S (Satisfactory) and U (Unsatisfactory), such as “Dissertation”.

Regarding recognition of credits, the Course Administrative Committee calls a meeting to confirm assessments, and when the assessment is better than the C grade of TMDU and CU, credits for the subject are recognized.

Evaluation standards and the evaluation method are explained to students on websites.

Regarding program completion, the method of conducting defense and criteria based on the Diploma Policy will be discussed.

(Table 4)

TMDU			CU			Standards for Specific Behavioral Objectives (SBOs)
GP	Grade		GP	Grade		
4.0	A+	Superior	4	A	Excellent	All SBOs were achieved beyond expectation.
			3.5	B+	Very Good	
3.5	A	Excellent	3	B	Good	All SBOs were achieved.
3.0	B	Good	2.5	C+	Fairly Good	Most SBOs were achieved.
2.0	C	Fair	2	C	Fair	The minimum SBOs necessary were achieved.
1.0	D	Failing	1.5	D+	Poor	The minimum SBOs necessary were not achieved.
			1	D	Very Poor	
0.0	F		0	F	Failing	Unable to evaluate based on insufficient SBOs.

(Table 5)

TMDU			CU		
GP	Grade		GP	Grade	
NA	S	Satisfactory	NA	S	Satisfactory
NA	U	Unsatisfactory	NA	U	Unsatisfactory

Evaluation for 2-4. Evaluation method and criteria

Assessment criteria		2017	2018
IV	Achieved more than was planned.		
III	Plan was achieved.	✓	✓
II	Plan was not achieved sufficiently.		
I	Plan was not achieved.		

➤ **Evaluation of current situation**

The grading system was well established. The grade conversion is now being used effectively.

➤ **Proposals for improvement**

Until now, there is no issue to propose for improvement.

3. Student Support

3-1. Student support system

3-1-1. Accommodation

Evaluation indicator

Appropriate housing support for students is ensured.
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<i>Plan</i>

Accommodation will be provided to students from both TMDU and CU.

<i>Current situation</i>

TMDU provides rooms in the TMDU Ichikawa Dormitory to students while they conduct research in Japan. Both TMDU and CU provide the necessary support for students to begin their new lives in Japan through cooperation between coordinators and administrative staff. The support includes the introduction to the dormitory, helping students to fill out the registration forms, providing consultation on dormitory life, providing necessary items such as bedclothes and explanation of the Wi-Fi service.

3-1-2. Research environment

Evaluation indicator

Educational environment that provides education according to instruction goals is established.
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<i>Plan</i>

- One supervisor from each university will be assigned to each student before starting courses so that the student can receive research guidance from both universities.
- Both universities will make available their respective facilities and properties, such as TMDU's Yushima campus and CU's Faculty of Dentistry campus. Thus, the necessary environment for graduate education and research under JDP will be established, which will enable multifaceted instruction and research to be conducted.

Current situation

- Students' research work has progressed smoothly by assigning one supervisor from each university to each student. TMDU supervisors contact students about once a month to discuss students' work progress via e-mails or video conferences.

TMDU has provided desks for 3 students in the Common Research Room to help them conduct their research more effectively during their stay at TMDU since June 2017. For 3rd, 4th and 5th year students, TMDU and CU will have interviews with the students and grasp their research progress and give appropriate advice in every half semester.

3-1-3. Financial support

Evaluation indicator

Adequate financial support for students is ensured.

Plan

- In order to support JDP students who matriculated at TMDU financially, TMDU plans to award scholarships from the TMDU fund to students with outstanding research performance.
- For those who matriculated at CU, TMDU plans to provide financial support from the TMDU fund.
- CU will bear round trip travel expenses to Japan for them and provide scholarships of 90,000 JPY annually.

Current situation

- Before students who matriculated at CU started their 1-year research activities at TMDU, TMDU applied for MEXT scholarships (48,000JPY/month) for them and they were granted.
- Regarding the students matriculated in 2016 and 2017, they received scholarships from JASSO and MEXT for a year while they studied at TMDU.
- TMDU continues to look for more means of financial support, such as through private scholarships or the Student Exchange Support Program (Scholarships for Short-term Study in Japan).

Evaluation for 3-1. Student support system

Assessment criteria		2017	2018
IV	Achieved more than was planned.	✓	✓
III	Plan was achieved.		
II	Plan was not achieved sufficiently.		
I	Plan was not achieved.		

➤ **Evaluation of current situation**

Besides the scholarship mentioned above, there is a scholarship called “100th Anniversary Chulalongkorn University Fund for Doctoral Scholarship” for the Ph.D. students. All 2nd and 3rd year students have got the scholarship. Therefore the students can be somehow alleviated from their financial burden. Three 1st-year students also have a plan to apply for this scholarship.

In Japan, few scholarships are available to JDP students because most of them have to be applied for during a particular period.

➤ **Proposals for improvement**

The amount of the 100th Anniversary Chulalongkorn University Fund for Doctoral Scholarship is not much enough to cover the Ph.D. course tuition fee. More financial support should be provided. The scholarship from the government or any organizations should be provided to support the students more. Also, it may help to recruit some excellent students with a financial problem to enter the joint Ph.D. program easily.

In addition, CU and TMDU should continue to cooperate more in gaining scholarships to support students from their governments or other organizations.

The advisor and co-advisor for each research project should continue to share information on the progress of students’ research project proposal development so that they can study this together before the students come to Japan.