



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

Self-assessment report

<Term for evaluation: August 2021 - July 2022>

Contents

1. Mechanism for implementation of JD Program	2
1-1. Joint implementation structure	2
1-1-1. <i>Joint committees</i>	2
1-1-2. <i>Communication method</i>	4
1-2. Policies	6
1-2-1. <i>Diploma Policy</i>	6
1-2-2. <i>Curriculum Policy</i>	7
1-2-3. <i>Admission Policy</i>	9
1-3. Quality assurance system	11
1-3-1. <i>Self-assessment</i>	11
1-3-2. <i>External assessment</i>	12
1-3-3. <i>Feedback of assessment results</i>	14
1-3-4. <i>Information publication</i>	15
2. Operation of JD Program	17
2-1. Progress of JD Program operation	17
2-2. Fulfillment of student capacity	19
2-3. Syllabuses.....	21
2-4. Evaluation method and criteria	22
3. Student Support	25
3-1. Student support system	25
3-1-1. <i>Accommodation</i>	25
3-1-2. <i>Research environment</i>	25
3-1-3. <i>Financial support</i>	26

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, 3 committees, the Liaison Council, Course Administrative Committee, and University Quality Assurance System have been presently active based on the rules described in the next page.

The meeting of the Liaison Council was held in March 2022, and the result of external assessment was shared.

The Course Administrative Committee meeting has been conducted basically once a month and discussed various things regarding education, program operation and research, thesis defense and things are progressing as expected so far.

<Committee rules>

(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) 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 March 7, 2022. In this meeting,

TMDU and CU reviewed the matters discussed and settled during August 2020 to July 2021, and approved the self-assessment results. Also, TMDU and CU exchanged opinions for improving the program.

(2) Course Administrative Committee

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

(Table 1)

Date	
September 14, 2021	56th meeting
October 19, 2021	57th meeting
November 5, 2021	58th meeting
November 12, 2021	59th meeting
November 22, 2021	60th meeting
December 28, 2021	61st meeting
January 18, 2022	62nd meeting
February 17, 2022	63rd meeting
April 5, 2022	64th meeting
May 31, 2022	65th meeting
July 19, 2022	66th meeting
July 25, 2022	67th meeting

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

1-1-2. Communication method

<table border="1"> <tr> <td>Evaluation indicator</td> </tr> </table> <p>Appropriate communication method is established.</p>	Evaluation indicator
Evaluation indicator	

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 three 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 3 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. One of the equipment in this center was renewed.

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	2019	2020	2021	2022
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 was revised to be the well-designed one. Usual communications between the two universities have been well carried out regularly once a month.

➤ **Proposals for improvement**

- There is no proposal to improve the joint implementation structure.
- The online document tool is being used to the collaboration jobs such as the making of the self-assessment report.

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 are well-versed in specialized knowledge that spans the life sciences, especially orthodontics, and who act as global leaders and cooperate closely with their counterparts in other fields; educators who are rich in spirit and have highly developed expertise in devising and implementing effective educational strategies; highly specialized medical professionals who have uncompromising ethical views and passionate interest in research; and opinion leaders who will act as pioneers in a new and more progressive era.

Current situation

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

<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 Southeast Asia; 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. In addition, for this year, TMDU and CU have reached a decision to confer a doctoral degree on three students in July 2022.

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. TMDU and CU add a Curriculum Policy (7).

<Curriculum Policy>

The curriculum has been designed based on the following policies in order to create an environment in which students can acquire the knowledge, skills, experience and leadership abilities necessary to obtain a degree and become a highly specialized medical professional.

- (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.
- (6) Evaluate student academic performance based on formative and summative criteria, as described in the syllabus, in order to achieve educational goals.
- (7) Evaluate thesis/dissertation strictly based on diploma policy, and conduct thesis/dissertation defense and final examination appropriately.

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 Experimentation and Thesis Writing	10
	• Maxillofacial Orthognathics special lecture	6
	• Maxillofacial Orthognathics research practice	8

	• Maxillofacial Orthognathics Experimentation and Thesis Writing	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. TMDU and CU add Basic Entrance Examination Policies on Admission Policy.

<Admissions Policy>

《What We Expect of Our Students》

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 Southeast Asia. Qualified applicants who meet any of the following criteria are therefore highly encouraged to apply for our program.

- (1) Eager to acquire advanced clinical abilities, basic knowledge and techniques in the field of orthodontics, or understanding grounded in the latest research in the field of orthodontic sciences and maxillofacial orthognathics.
- (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.

《Basic Entrance Examination Policies》

Applicants are evaluated in a comprehensive manner through various examinations, including a written examination to appraise basic knowledge and essay ability required for research in specialized fields, a practical examination to evaluate basic technical capabilities, and an oral examination and application document to assess aptitude and motivation.

TMDU and CU conduct entrance examination in accordance with the policy. 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.

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	2019	2020	2021	2022
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. Some high conditions such as the high score of English proficiency was adjusted to the sufficient level to recruit more candidates.

➤ Proposals for improvement

The recruitment for the future Ph.D. 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 social media to recruit more promising students.

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

To write self-assessment, program evaluation by the students will be implemented. The result of this evaluation will be shared with TMDU and CU faculty members and utilize for writing a self-assessment report. The report is jointly written by both universities based on the evaluation categories, providing an evaluation of the current situation and proposals for improvement. This report will be published in the universities' websites and also reviewed in the Course Administrative Committee for improvement of the JDP.

<History of self-assessment>

	Term for evaluation	Implementation
1 st self-assessment	August 2016-July 2017	January 2018
2 nd self-assessment	August 2017-July 2018	January 2019
3 rd self-assessment	August 2018-July 2019	January 2020
4 th self-assessment	August 2019-July 2020	January 2021
5 th self-assessment	August 2020-July 2021	December 2021
6 th self-assessment	August 2021-July 2022	September 2022

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

External assessments have been implemented by two external assessors based on the self-assessment report, and each assessment will be combined into one assessment report. The report will be published in both universities' websites, and also fed back to TMDU and CU faculty members for improvement of educational and research activities.

<History of external assessment>

	Term for evaluation	Implementation
1 st external assessment	August 2016-July 2017	February 2018
2 nd external assessment	August 2017-July 2018	February 2019
3 rd external assessment	August 2018-July 2019	February 2020
4 th external assessment	August 2019-July 2020	February 2021
5 th external assessment	August 2020-July 2021	February 2022
6 th external assessment	August 2021-July 2022	December 2022

In the previous external assessment, following 2 things are pointed out.

1. During the term, TMDU and CU established the guideline for defense and final test. Eventually, two graduates and another PhD candidate could successfully complete the program. This is a great achievement.
2. As the program progresses, various digital contents are accumulating. It is advisable to archive them effectively because they could be valuable online resources in the "with corona" era.

In accordance with this, TMDU and CU have continued JDP operations in the "with corona" era and produced three graduates following last year.

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 listen to 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

CU administered a questionnaire to students and supervisors. The results are presented and examined at a meeting called by the Course Administrative Committee. Furthermore, TMDU and CU conduct a video workshop on faculty development seminars jointly with Mahidol University and University of Chile which also manage Joint Degree Programs with TMDU. In concrete terms, we shared information on improving faculty members' teaching skills (especially online) as well as the classes.

<History of Faculty Development Seminar>

	Implementation
1 st Faculty Development Seminar	February-March 2018
2 nd Faculty Development Seminar	February-March 2019
3 rd Faculty Development Seminar	February-March 2020
4 th Faculty Development Seminar	February-March 2021
5 th Faculty Development Seminar	February-March 2022

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 in Japanese, Thai and English. TMDU has completely revamped its website (English and Japanese) (*1).

Moreover, newsletters have been regularly published to inform the public about 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:

<https://www.tmd.ac.jp/cmn/jdp/tmdcu.html>

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

- University's educational objectives
- Basic organization for education and research
- Faculty members' information
- Number of admissions, admission quota, number of enrolled students
- Subjects' details, teaching method, curriculum
- Facilities, research environment
- Tuition fees, admission fees

Evaluation for 1-3. Quality assurance system

Assessment criteria		2017	2018	2019	2020	2021	2022
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 had the complete quality assurance system comprising self-assessment, external assessment, feedback of assessment result and publication for the first time as the following timeline. Self-assessment was undergone in December 2021, and external assessment was undergone from January to March 2022. The complete external assessment report was reported in March 2022. The feedback of external assessment was being publicized and shared with faculty members through faculty development. Information about the program was publicized on the website.
- The quality assurance system is going to be performed for the second time during the first quarter of 2022 according to the schedule of the previous one.

➤ **Proposals for improvement**

- All the comments from the external reviewers and stakeholders have been carefully considered. The plan for improvement is immediately established and implemented using the feedbacks. The information of first-time assessment results was 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.

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 Course Administrative 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 the 3rd academic year. TMDU will prepare for accepting students so that they can start their research at TMDU in June.

Current situation

Entrance examinations were jointly conducted, and two or three students matriculated for this program constantly as described in the page 21 of this report. Although CU and TMDU published application guidelines 2022, there were no applicants.

After new students enrolled in this program, guidance is provided to the students by TMDU and CU faculty members. In it, CU explains 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 register for subjects for the first semester. TMDU explains the orthodontic science and maxillofacial orthognathic laboratories, conducts interviews with students and discusses students' research plans with them.

Based on the discussions with the students, one TMDU supervisor and one CU supervisor are assigned to each student. As steps to the conferring diploma, the supervisors interview students in the qualifying examination at the end of the first year and Thesis/Dissertation Proposal Exam by the end of third year, and give them advice on their research progress.

All students have acquired credits of the compulsory subjects so far. Following last year, three students who matriculated in 2017 have eventually passed the dissertation defense and completed this JD program

Despite the difficult situations caused by COVID-19, the second-year students fortunately arrived in Japan and started their research at TMDU in March 2022. Although the period of their stay at TMDU was behind the original schedule, they are expected to complete their study at TMDU and go back to Thailand in April 2023.

- Scholarships

To support students financially, students applied for university scholarships from CU and were provided budgets for attending academic meetings. TMDU successfully applied for JASSO (Japan Student Services Organization) 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 staff 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	2019	2020	2021	2022
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. The subsequent joint interview was conducted through a video conferencing system. CU and TMDU jointly conducted the entrance examination 2021, and 2 students were matriculated to JDP.
- Although CU and TMDU published application guidelines 2022, there were no applicants.

- Qualifying Examination and Thesis/Dissertation proposal examination which is compulsory for the graduation has been conducted and all students have passed the exams so far.
- Dissertation defense has been conducted and the all three students who matriculated in 2017 have passed it. CU and TMDU have produced five graduates through this JD program in total. The remaining one student who matriculated in 2016 has already completed her dissertation defense. However, one of her required subjects, “doctoral dissertation seminar” in the summer semester of the fifth year (2020 academic year), was found unregistered on CU’s course registration system. Therefore, she was not able to be allowed to complete the JD program.

➤ **Proposals for improvement**

TMDU professors restart to visit CU for student guidance. The students should have the opportunity to visit TMDU to see the laboratories because this would be informative and beneficial to their research. CU tries to provide scholarships to students as early as possible. The feedback from self-assessment from staff, 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 fresh necessary information is also available in the Application Guide and on websites as follows 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)

Number of admissions versus admissions quota has been appropriate (Table 3).

(Table 3) +Admissions quota = 3

Year	Period of exam	Number of applications	Number of Successful applicants
2016	May-June	9	3
2017	April-May	6	3
2018	April-May	7	3
2019	March-April	5	3
2020	April-May	5	3
2021	February-March	4	2
2022	April-May	0	0

Evaluation for 2-2. Fulfillment of student capacity

Assessment criteria		2017	2018	2019	2020	2021	2022
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 successful admission/number of applicants were 3/9 in 2016, 3/6 in 2017, 3/7 in 2018, 3/5 in 2019, 3/5 in 2020 , 2/4 in 2021 and 0/0 in 2022. Student capacity fulfilled in 2016, 2017, 2018, 2019 and 2020. There will be one vacancy in 2021 and, and

three vacancies in 2022.

- For increasing the number of applicants, one of the application qualifications about English ability test was modified from “CU-TEP 80 or more” into “CU-TEP 75 or more”, and this modification was applied to the entrance examination in 2020.
- 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.
- For publicizing the JDP in the international level, the brochure introducing the JDP will be distributed at the international conference.

➤ **Proposals for improvement**

- Recruitment of international students is still the subject to make challenge. However, the multimedia clip for publicizing the JDP in the international level was successfully produced and is going to be distributed and posted online in several social platforms.

2-3. Syllabuses

Evaluation indicator

Appropriate syllabuses have been prepared and are in operation.

Plan

Syllabuses which include 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 in Japanese and English are available on both universities’ websites. The syllabus includes Human resource developing goal, Admission Policy, Curriculum Policy, Diploma Policy, Course registration, Assessment, and Information for students. The syllabus is checked and revised every year.

<Syllabus in the TMDU website>

https://www.tmd.ac.jp/cm/jdp/tmd_u/syllabus.html

<Syllabus in the CU website>

<http://www.dent.chula.ac.th/grad/Orthodontics.php>

Evaluation for 2-3. Syllabuses

Assessment criteria		2017	2018	2019	2020	2021	2022
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 published and updated every year on CU website both in English and Thai and on TMDU website both in English and Japanese.

➤ **Proposals for improvement**

- Self-assessment and external assessment on the contents of syllabuses could be performed to improve the program.

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 6-point scale, as follows, in order to make each student's level of attainment more visible. This is based on the TMDU Graduate School Regulations, paragraph 19.
 - 4.0=A+, 3.5=A, 3.0=B, 2.0=C, 1.0=D, 0.0=F
 - Grade 2.0 (=C) will be deemed to be the minimum pass grade.
 - In English, grades are fixed as A+= Superior, A= Excellent, B=Good, C=Fair, D and F= Failing.
- 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 2.0 (=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=Failing.
- Standards for Specific Behavioral Objectives (SBOs) are set as follows (Table 4).
- The Performance of each student for the subjects evaluated as S (Satisfactory) or U (Unsatisfactory) shall be calculated based on the criteria in Table 5, notwithstanding the provision of the above.
- 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 and table 5.

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.

(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	2019	2020	2021	2022
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 has been used effectively. A comparison table for grade conversion has also been practically applied.

➤ **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.

Plan

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

Current situation

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.

Plan

- 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. While the students conduct their research at TMDU, TMDU faculty members supervise them utilizing cutting-edge equipment, and give chances to join some seminar both inside and outside of the university. The students are provided desks in the Common Research Room to help them conduct their research more effectively. For 3rd, 4th and 5th year students, TMDU and CU have interviews with the students and grasp their research progress and give appropriate advice.
- While the students conduct research at CU, TMDU supervisors contact students about once a month to discuss students' work progress via e-mails or video conferences.

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 JASSO scholarships (80,000JPY/month) for them and they were granted.
- TMDU and CU continue 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	2019	2020	2021	2022
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

- All 2nd, 3rd, and 4th year JDP students have got the scholarship called “100th Anniversary Chulalongkorn University Fund for Doctoral Scholarship”. Three 1st year students matriculated in 2019 will apply for this scholarship.
- The 4th year students were arranged to attend the publication camp, held by Office of Research Affairs, Faculty of Dentistry, CU, to prepare their research manuscripts and get the language editing from the native English professors.

➤ Proposals for improvement

- 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 frequently, so that the occurred problem can be promptly resolved.

Course Administrative Committee Minutes

16:00-17:30 Tuesday September 14, 2021 (Bangkok Time)

18:00-19:30 Tuesday September 14, 2021 (Tokyo Time)

Participants:

CU: Dr. Pornchai Jansisyanont, Dr. Paiboon Techalertpaisarn, Dr. Chidsanu Changsiripun,
Dr. Pintu-on Chantarawatit, Dr. Busayarat Santiwong
TMDU: Dr. Ono, Dr. Moriyama, Dr. Morio, Dr. Issareeya Ekprachayakoon

1. Minutes of the previous teleconference

- CU and TMDU agreed on the minutes for the teleconference held on July 20, 2021.

2. Student situation

- CU and TMDU confirmed a research situation of M2020 students.
- CU explained that M2020 students were learning subjects which are basically taken in first term of the 3rd year in advance.
- CU shared the information that M2020 students who had already got the COVID19 vaccination twice have got additional booster shots.
- CU and TMDU agreed to keep in close contact with each other so that CU and TMDU support the students' research.

3. Thesis / Dissertation Proposal Examination

- CU and TMDU confirmed the detail of Thesis/Dissertation Proposal Examination and the evaluators.
- Regarding the examination date, CU and TMDU will arrange schedule later.

4. Self-assessment

- CU and TMDU agreed on the schedule for writing the self-assessment report.
- TMDU explained the changes on the report and asked CU to confirm and fix it as necessary.

5. Schedule of Self-assessment, External-assessment and Liaison Council for next academic year.

- TMDU suggested move up the schedule of self-assessment, external-assessment and Liaison Council in 2022 academic year as follows, and CU agreed on this suggestion.
Self-assessment: 2022, August- October
External-assessment: 2022, October- December
Liaison Council: 2023, January

6. Schedule next meeting

- Next teleconference was scheduled to start at:
 - 16:00, Tuesday, October 19, 2021 (Bangkok)
 - 18:00, Tuesday, October 19, 2021 (Tokyo)

7. Others

- CU explained the present status of a diploma issuance.
- CU explained that POOKTUANTONG ORNNICHA has a mental issue which is needed to be addressed carefully.

Things progressed after the previous teleconference

August 4	CU received minutes of the previous teleconference from TMDU.
August 6	TMDU received a subject report of the 2020 1 st academic year.
August 11	Dr. Moriyama held a guidance for M2021 students.
August 18	Dr. Ono held a guidance for M2021 students.
August 30	CU informed that the CU graduation ceremony and diploma issuance were postponed.
September 9	TMDU received the list of evaluators and evaluation sheet of the Thesis/Dissertation Proposal Examination.

Course Administrative Committee Minutes

16:00-18:15 Tuesday October 19, 2021 (Bangkok Time)

18:00-20:15 Tuesday October 19, 2021 (Tokyo Time)

Participants:

CU: Dr. Paiboon Techalertpaisarn, Dr. Chidsanu Changsiripun,

Dr. Pintu-on Chantarawatit, Dr. Rangsima Sakoolnamarka

TMDU: Dr. Ono, Dr. Moriyama, Dr. Morio, Dr. Issareeya Ekprachayakoon

1. Minutes of the previous teleconference

- CU and TMDU agreed on the minutes for the teleconference held on September 14, 2021.

2. Course Administrative Committee

- CU explained the changes of the Course Administrative Committee.
- CU and TMDU agreed to keep the current members for the time being and to confirm the members regularly.
- CU and TMDU decided to discuss when CU and TMDU confirm the members at next teleconference.

3. Abolition of the Dissertation Committee

- CU and TMDU agreed on abolition of the Dissertation Committee.

4. Student situation

- Regarding M2019 students, CU and TMDU discussed the research period and TMDU decided to supervise them to finish their research in Japan by December. However, there is a possibility to extend the research period until January 2022.
- Regarding M2020 students, CU and TMDU confirmed their research situation.
- TMDU suggested that each TMDU's supervisor attend the Course Administrative Committee so that s/he understands the progress of the program more precisely.

5. Self-assessment

- CU explained the modifications of the self-assessment report and TMDU confirmed them.

6. External assessment

- CU and TMDU agreed on the schedule and external assessors for the external assessment.

7. Entrance examination 2022

- CU and TMDU agreed on the schedule, subject details and questions of the joint interview for entrance examination 2022.

8. Remittance of tuition fee

- TMDU explained that TMDU send the transfer request after M2020

students arrive in Japan.

9. Schedule next meeting

- Next Course Administrative Committee would be held via email at the beginning of November.
- The teleconference after the next would be scheduled around late November.

10. Others

- CU suggested to reconsider the scoring method of the entrance examination at next teleconference.
- CU and TMDU shared NATTHAPORN PRAVITHARANGUL's progress.
- TMDU suggested that the number of successful applicants for the entrance examination 2022 is 2.
- CU explained the present status of a diploma issuance.

Things progressed after the previous teleconference

September 22	The date of the Thesis/Dissertation Proposal Examination was decided.
September 28	CU received minutes of the previous teleconference from TMDU.
October 18	TMDU received the self-assessment report from CU.
September 9	TMDU received the list of evaluators and evaluation sheet of the Thesis/Dissertation Proposal Examination.

Course Administrative Committee Minutes

Held via email on Tuesday November 05, 2021

Object persons:

CU: Dr. Pornchai Jansisyanont, Dr. Paiboon Techalertpaisarn, Dr. Chidsanu Changsiripun
Dr. Pintu-on Chantarawaratit, Dr. Sirima Petdachai, Dr. Sirichom Satrawaha
TMDU: Dr. Ono, Dr. Moriyama, Dr. Morio

1. Modification of the Curriculum Policy

- CU and TMDU agreed on the modification of the Curriculum Policy.

Course Administrative Committee Minutes

Held via email on Tuesday November 12, 2021

Object persons:

CU: Dr. Pornchai Jansisyanont, Dr. Paiboon Techalertpaisarn, Dr. Chidsanu Changsiripun
Dr. Pintu-on Chantarawaratit, Dr. Sirima Petdachai, Dr. Sirichom Satrawaha
TMDU: Dr. Ono, Dr. Moriyama, Dr. Morio

1. Modification of the Admission Policy

- CU and TMDU agreed on the modification of the Admission Policy.

Course Administrative Committee Minutes

16:00-18:15 Monday, November 22, 2021 (Bangkok Time)

18:00-20:15 Monday, November 22, 2021 (Tokyo Time)

Participants:

CU: Dr. Paiboon Techalertpaisarn, Dr. Chidsanu Changsiripun,

Dr. Pintu-on Chantarawatit, Dr. Risa Chaisuparat

TMDU: Dr. Ono, Dr. Moriyama, Dr. Morio, Dr. Issareeya Ekprachayakoon

1. Minutes of the previous teleconferences

- CU and TMDU agreed on the minutes for the Course Administrative Committee held on October 19, November 5, and November 12, 2021.

2. Course Administrative Committee

- TMDU explained that this committee lets the mentors at the TMDU side attend the teleconference.
- CU and TMDU agreed to confirm its members every April.

3. Student situation

- Regarding M2020 students, TMDU explained that the Japanese government reviewed restrictions on the new entry of foreign nationals into Japan and M2020 students are expected to enter Japan as early as February.
- Regarding M2019 students, TMDU's supervisors explained the research progress of each student. M2019 students will complete their research in Japan by the end of December.

4. Entrance examination 2022

- TMDU suggested changing the method of the Joint interview. CU and TMDU agreed that the interviewers evaluate an applicant on a scale of 100 and the applicant will be ranked by means of the points from all interviewers.
- CU suggested skipping the entrance examination 2022 so that CU and TMDU can manage the students well and alleviate the burden for TMDU supervisors and other consequential problems. TMDU suggested another option such as to shift the arrival period of M2021 students. CU and TMDU decided to continue the discussion on this matter.

5. External assessment

- CU and TMDU confirmed the forms of the self-assessment report and external assessment report.
- TMDU asked CU to request an external assessor to do an external assessment.

6. A Faculty development

- CU and TMDU agreed to hold a joint seminar with CU, University of Chile, Mahidol University, and TMDU.
- CU suggested a theme "online environment and evaluation" as a common

main theme.

7. Schedule next meeting

- Next teleconference was scheduled to start at:
16:00, Tuesday, December 28, 2021 (Bangkok)
18:00, Tuesday, December 28, 2021 (Tokyo)

Things progressed after the previous teleconference

November 5	CU and TMDU held the Course Administrative Committee via email.
November 8	CU received minutes of the previous teleconference from TMDU.
November 8	TMDU received the diploma from CU.
November 12	CU and TMDU held the Course Administrative Committee via email.
November 17	CU received the diploma with the signature of the TMDU president.

Course Administrative Committee Minutes

16:00-17:30 Tuesday, December 28, 2021 (Bangkok Time)

18:00-19:30 Tuesday, December 28, 2021 (Tokyo Time)

Participants:

CU: Dr. Paiboon Techalertpaisarn, Dr. Chidsanu Changsiripun,

Dr. Pintu-on Chantarawatit, Dr. Rangsimma Sakoolnamarka

TMDU: Dr. Ono, Dr. Moriyama, Dr. Morio,

Dr. Watari, Dr. Ishida, Dr. Kobayashi, Dr. Uezono, Dr. Ogasawara, Dr. Kamimoto

1. Minutes of the previous teleconferences

- CU and TMDU agreed on the minutes for the Course Administrative Committee held on November 22, 2021.

2. Student situation

- Regarding M2020 students, TMDU explained that the Japanese government decided to suspend the new entry of foreign nationals from November 30 to December 31, 2021.
- Regarding M2019 students, TMDU explained that M2019 students extended their stay in Japan until the end of January 2022.

3. Transfer request for extended tuition fee

- TMDU requested CU to pay the extended tuition fee of M2019 students based on the actual circumstances.
- CU will confirm the regulations regarding fees and answer the request via email.
- CU and TMDU agreed that TMDU requests the extended tuition fee if there are Thai students who extend the research period in Japan for the future.

4. Entrance examination 2022

- TMDU explained that skipping the entrance examination is undesirable and requested having the examination as usual.
- TMDU suggested adding supervisors' permission as an application requirement on a guideline so that applicants discuss their suitable research plan before the application.
- CU and TMDU agreed to put off the application period around the end of January.

5. Thesis / Dissertation Proposal Examination

- TMDU reported that M2019 students passed the proposal examination held on November 29.

6. Dissertation defense

- TMDU reported that Ms. Ornnicha had been proceeding with the dissertation defense because her article was accepted.
- CU and TMDU confirmed the dissertation defense schedule.
- CU will confirm the member of the judges for the defense because CU's regulation was changed.

7. Liaison Council

- CU and TMDU confirmed the method, date, attendees, and agenda.

8. Questionnaire

- TMDU requested CU to have a questionnaire for M2021 students and report the result to the next committee.
- TMDU explained that TMDU will have a questionnaire for M2019 students in January because their research in Japan was delayed.

9. Schedule next meeting

- Next teleconference was scheduled to start at:
16:00, Tuesday, January 18, 2022 (Bangkok)
18:00, Tuesday, January 18, 2022 (Tokyo)

Things progressed after the previous teleconference

November 29	CU received documents for the external assessment.
November 29	CU and TMDU held Thesis /Dissertation Proposal Examination.
December 6	CU received minutes of the previous teleconference from TMDU.

Course Administrative Committee Minutes

16:00-17:30 Monday, January 18, 2022 (Bangkok Time)

18:00-19:30 Monday, January 18, 2022 (Tokyo Time)

Participants:

CU: Dr. Paiboon Techalertpaisarn, Dr. Chidsanu Changsiripun,

Dr. Pintu-on Chantarawatit, Dr. Rangsima Sakoolnamarka

TMDU: Dr. Ono, Dr. Moriyama, Dr. Morio, Dr. Issareeya Ekprachayakoon,

Dr. Kobayashi, Dr. Uezono, Dr. Ogasawara, Dr. Kamimoto

1. Minutes of the previous teleconferences

- CU and TMDU agreed on the minutes for the Course Administrative Committee held on December 28, 2021.

2. Student situation

- Regarding M2020 students, TMDU explained that the Japanese government still suspend the new entry for foreigners. TMDU will share the announcement about relaxing the restriction which starts from March 1st since it is said that the government will announce it soon.
- Regarding M2019 students, TMDU explained that M2019 students will return to Thailand on February 4th and 5th.

3. Transfer request for extended tuition fee

- TMDU requested an additional tuition fee for M2019 students.
- CU agreed to pay an additional tuition fee calculated by 2 months period of extension.

4. Entrance examination 2022

- TMDU requested CU to have a second round for the 2022 entrance examination
- CU explained the difficulty in order to arrange the above request.
- CU will put a remark on recruiting announcement, that all applicants must contact CU orthodontic department directly beforehand.

5. Others

- Dr. Ornnicha dissertation defense date has been discussed to be around the end of March until 4th April 2022
- Regarding M2017 students, the dissertation of Dr. Narubhorn has been accepted, Dr. Wirongrong's dissertation is being under review while Dr. Natthaporn's dissertation is in the process of manuscript establishment.

6. Schedule next meeting

- Next teleconference was scheduled to start at:
16:00, Thursday, February 17, 2022 (Bangkok)
18:00, Thursday, February 17, 2022 (Tokyo)

Course Administrative Committee Minutes

16:00-17:30 Monday, February 17, 2022 (Bangkok Time)

18:00-19:30 Monday, February 17, 2022 (Tokyo Time)

Participants:

CU: Dr. Paiboon Techalertpaisarn, Dr. Chidsanu Changsiripun,
Dr. Pintu-on Chantarawatit, Dr. Rangsima Sakoolnamarka
TMDU: Dr. Ono, Dr. Moriyama, Dr. Morio, Dr. Issareeya Ekprachayakoon,
Dr.Kobayashi, Dr.Uezono, Dr.Ogasawara, Dr.Kamimoto

1. Minutes of the previous teleconferences

- CU and TMDU agreed on the minutes for the Course Administrative Committee held on January 18, 2022.

2. Student situation

- Regarding M2020 students, TMDU explained that the Japanese government still suspend new entry for foreigners. TMDU will share the announcement about relaxing the restriction which starts from March 1st since it is said that the government will announce it soon.
- Regarding M2019 students, TMDU explained that M2019 students have returned to Thailand on February 4th and 5th.

3. Dissertation defense and final examination

- CU presented new regulation on JDP corresponding to the latest education ministerial regulation. One of the new rules stated that the chairperson of the dissertation examination must be an external examiner.
- TMDU agreed to accept this new regulation. However, Dr.Paiboon will remain in his position as chairperson in the upcoming examination of Dr.Ornicha. This new regulation shall be applied to the next following examination.

4. Qualifying Examination

- CU and TMDU agreed on a Qualifying Examination outline for M2021.
- CU and TMDU agreed on the Ph.D. student Qualifying Examination evaluation sheet.

5. Credit recognition

- TMDU announced below six issues that had been modified on the credit recognition sheets
 1. List all subjects including credit separated subjects.
 2. "DISSERTATION" and "DOC DISSERT SEM" which on the CU student grade report is shown as "Dissertation (Doctoral Dissertation Seminar) 博士・博士論文セミナー" on the new list. And the credits from "DISSERTATION" will be replaced with a credit of Dissertation (Doctoral Dissertation Seminar).
 3. Dissertation (Doctoral Dissertation Seminar)'s 24 credits are separated into 5 credits in each 2,5, and 7th semesters, 2 credits in each 6,8, and 10th semesters, and 3 credits in the 9th semester.
 4. TMDU's "research practice" is separated into 3 credits in the 3rd semester and 5 credits in the 4th semester.

5. TMDU's "laboratory work and dissertation" is separated into 4 credits in the 4th semester and 2 credits in each 6,8, and 10th semesters.
 6. "Orthodontic Clinical Training III" is recognized in the 8th semester and "Advanced Orthodontic Clinical Training II" is recognized in the 10th semester.
- CU informed that the dissertation credit of CU (2 credits) and TMDU (2 credits) were graded together in the study report as a 4-credits of the dissertation subject. The grade was given as "Satisfied" or "Unsatisfied".

6. Others

- TMDU reported an inappropriate using of social networks in JDP students.
- CU agreed to raise students' awareness in using of social network system.

7. Schedule next meeting

- Next teleconference was scheduled to start at:
 - 16:00, Tuesday, April 5, 2022 (Bangkok)
 - 18:00, Tuesday, April 5, 2022 (Tokyo)

Course Administrative Committee Minutes

16:00-17:30 Thu, April 5, 2022 (Bangkok Time)

18:00-19:30 Thu, April 5, 2022 (Tokyo Time)

Participants:

CU: Dr. Pornchai Jansisyanont, Dr. Paiboon Techalertpaisarn, Dr. Chidsanu Changsiripun,
Dr. Pintu-on Chantarawatit, Dr. Rangsimma Sakoolnamarka
TMDU: Dr. Ono, Dr. Moriyama, Dr. Morio,
Dr. Watari, Dr. Uezono, Dr. Ogasawara,

1. Minutes of the previous teleconferences

- CU and TMDU agreed on the minutes for the Course Administrative Committee held on February 17, 2022.

2. Student situation

- Regarding M2020 students, TMDU explained that they arrived in Japan on March 25, but they had to stay at the hotel/dormitory until April 1st because they were considered to be in close contact of someone with COVID-19.
- Regarding M2021 students, CU and TMDU discussed when they should come to Japan. CU and TMDU agreed on to accept their coming to Japan around December 2022.

3. Dissertation defense and final examination for M2017 students

- TMDU explained the schedules for the dissertation defense and final schedule.
- CU explained the procedures for the dissertation defense at CU and offered to extend the due date of the application for the defense until the end of May 2022.
- TMDU will confirm the due date to TMDU's unit in charge of the dissertation defense and inform CU about the date.

4. Results of the dissertation defense and final examination for M2016 students

- TMDU explained the results of the dissertation defense and the final exam held on March 28 2022.

5. Results of the Qualifying examination and Appointment of the research supervisors

- TMDU explained the results of the Qualifying examination held on March 28.
- TMDU will discuss who appoints in which department later.

6. External Assessment report

- TMDU explained that the external assessment report was completed and it was reported at the liaison council held on March 7, 2022.

7. Faculty Development Seminar

- TMDU explained that the faculty development seminar was held on a website.

8. Questionnaire on the curriculum and the research

- TMDU shared the result of the questionnaire with CU.
- CU and TMDU agreed to review the course curriculum.

9. Schedule next meeting

- Next teleconference was scheduled to start at:
16:00, Tuesday, May 31, 2022 (Bangkok)
18:00, Tuesday, May 31, 2022 (Tokyo)

Course Administrative Committee Minutes

16:00-17:30 Tuesday, May 31, 2022 (Bangkok Time)

18:00-19:30 Tuesday, May 31, 2022 (Tokyo Time)

Participants:

CU: Dr. Paiboon Techalertpaisarn, Dr. Chidsanu Changsiripun,

TMDU: Dr. Ono, Dr. Moriyama, Dr. Morio, Dr. Issareeya Ekprachayakoon,

Dr.Kobayashi, Dr.Uezono, Dr.Ogasawara

1. Minutes of the previous teleconferences

- CU and TMDU agreed on the minutes for the Course Administrative Committee held on April 5, 2022

2. Member list of the Course administrative Committee

- TMDU agreed on new member list of CU
- However, on TMDU member list, minor change on position of Dr. Ogasawara has been made and the course committee status of Dr. Kamimoto will be defined later

3. Dissertation defense and final exam

- CU and TMDU agreed on date and time schedule for M2017 student dissertation defense and final exam

4. Supervisors for the JDP students

- CU and TMDU approved on new JDP supervisors list

5. Student situation

- TMDU report about M2020 students' situation and research progress while studying in Japan. Dr. Jiratchaya's research topic is needed to be changed, while Dr.Nicha and Dr.Wasupol have been trained in necessary courses in order to conduct their research
- CU report about M2021 students' situation in Thailand. Students are under training on using immunofluorescence technique, microscope and micro-CT. Their schedule for visiting Tokyo is expected in December 2022

6. Schedule next meeting

- Next teleconference was scheduled to start at:
16:00, Tuesday, July 19, 2022 (Bangkok)
18:00, Tuesday, July 19, 2022 (Tokyo)

Course Administrative Committee Minutes

16:00-17:30 Tuesday, July 19, 2022 (Bangkok Time)

18:00-19:30 Tuesday, July 19, 2022 (Tokyo Time)

Participants:

CU: Dr. Pornchai Jansisyanont, Dr. Lt. Rangsimma Sakoolnamarka,

Dr. Paiboon Techalertpaisarn, Dr. Chidsanu Changsiripun,

Dr. Pintu-on Chantarawatit

TMDU: Dr. Ono, Dr. Moriyama, Dr. Morio, Dr. Issareeya Ekprachayakoon,

Dr.Kobayashi, Dr.Uezono, Dr.Ogasawara

1. Minutes of the previous teleconferences

- CU and TMDU agreed on the minutes for the Course Administrative Committee held on May 31, 2022

2. Credit recognition for the second semester of 2021

- CU and TMDU agreed on credit recognition and grade conversion for M2017 students

3. Schedule of Self-assessment report

- Liason council approval schedule is set to be earlier than last year
- CU and TMDU agreed on this new self-assessment report schedule

4. Results of the dissertation defense and final examination for M2017 student

- Name of evaluators of M2017 students were not correctly filled. The table is needed to be edited and will be handed to the committee again afterward

5. Student situation

- CU report about Miss Ornnicha condition about her delayed graduation schedule and that she must extend her enrollment period for one more year
- CU request for cooperation to revise and approve M2018 student's manuscript earlier than former.

6. Schedule next meeting

- Next teleconference was scheduled to start at:
16:00, Tuesday, September 13, 2022 (Bangkok)
18:00, Tuesday, September 13, 2022 (Tokyo)