

JABEE Standard for Formation of Evaluation Team

Architectural and Architectural Engineering Education Programs at Bachelor and
Master Level

Applicable in the years 2012—

This document defines “Standard for Formation of the Evaluation Team” as mentioned in “3.3 Form of the Evaluation Team and Claim for Change” of “Rules & Procedures for Evaluation and Accreditation”

1. Formation of the Evaluation Team

- (1) The Evaluation Team shall be, in principle, formed of one chair and four evaluators. However, in case of Interim Evaluation or Show Cause Evaluation, the Evaluation Team shall be formed of one chair and one evaluator. A chair shall be selected from the architectural design and planning field with academic or practical background, and other two team members from the said field and one from relating field of architectural engineering.
- (2) The Evaluation Team shall, in principle, include evaluators having practical experience.
- (3) The Evaluation Team shall include the chair or a member of the previous Evaluation Team in case of Interim or Show Cause Evaluation.
- (4) The Evaluation Team shall include more than two observers in principle, and one out of those observers shall be selected from the graduate students of a different educational institution. However, in case of Interim Evaluation or Show Cause Evaluation, observers as “trainee to be an evaluator” (refer 4.3 of “Rules & Procedures for Evaluation and Accreditation”) shall not be included into the Evaluation Team in principle.
- (5) If multiple programs are simultaneously evaluated in one educational institution, the number of Evaluation Team Members could be increased or decreased with the approval of the Evaluation and Accreditation Coordination Committee.

2. Qualification of Chair of Evaluation Team

- (1) The chair shall satisfy the qualifications of evaluator as mentioned in 3 as follows.
- (2) The chair shall have experience of being evaluator or Chair of the Evaluation Team,

in principle, in the past five years.

3. Qualification of Evaluator

- (1) An evaluator shall be, in principle, a member of the JABEE full member society.
- (2) An evaluator shall be, in principle, elder than 40 years old and shall have appropriate professional knowledge and abilities related to applicable field.
- (3) An evaluator shall be familiar with Architecture or Architectural Engineering education and shall be eager for continuous improvement.
- (4) An evaluator shall have a good knowledge of “Accreditation Criteria”, “Criteria Guide”, “Rules & Procedures for Evaluation and Accreditation”, “Evaluation Guide”, “Preparation Guide for Self-Review Report” and “Self-Review Report”.
- (5) An evaluator shall have enough ability of analysis and communication and shall be fully aware of Code of Ethics for Evaluation Team Members.
- (6) An evaluator shall have positive attitude toward being an evaluator and shall appropriately participate in training seminars held by JABEE or in training sessions hosted by JABEE Full Member Societies, which are approved by JABEE.
- (7) An evaluator shall have, in principle, prior experience of being an observer of New Evaluation, Continuous Evaluation or Evaluation by Changes more than once. It is also preferred that Evaluation Team member has been a chair, an evaluator or an observer of an Evaluation Team in the past five years.