

# Parents Association Activity Report 2021

## 1. FY2021 Report and Accounts

### (1)Report

#### ① Committee Meetings

1st Committee Meeting : May 15, 2021

2nd Committee Meeting : October 23, 2021

3rd Committee Meeting : March 21, 2022

#### ② General Meeting : July 3, 2021

We sent the documents to the parents in advance, asked them to respond to the agenda items via an online questionnaire, checked the number of responses, and all the agenda items were approved.

#### ③ Education Roundtable

• July 3, 2021 1:00pm – 5:30pm 【At Kyoto Seika University】

• October 21,2021 10:00am – 5:00pm 【online】

#### ④ Social Event

We distributed the video of the cultural lecture online.

Delivery period: October 19-November 30

#### ⑤ Donations (Details are on page 3.)

#### ⑥ Web uploading of activity report documents : July 2021

#### ⑦ Management of the Parents Association Web site

Information related to the Parents Association is updated on the Web.

The site has been renewed to support Japanese, English, Chinese, and Korean languages.

#### ⑧ Support of Open Seminars “Garden”

Members can attend seminars at half price.

A total of 4 courses were supported for participation.

## (2) Accounts for FY2021

2021 1st of April to 2022 31st of March

(Yen)

Income							
subject	Description			Budget	Result	difference	
Carryover from previous year	Carryover from 2020			19,937,834	19,937,834	0	
Membership fee income	Faculty	Grade	number of people				
			Art	First	112	4,250,000	4,450,000
			Second	2	30,000	40,000	△ 10,000
			Third	3	60,000	60,000	0
	Design	First	255	9,850,000	10,170,000	△ 320,000	
		Second	2	60,000	60,000	0	
		Third	3	60,000	60,000	0	
	Manga	Fourth	1	10,000	10,000	0	
		First	297	11,520,000	11,880,000	△ 360,000	
		Second	2	60,000	60,000	0	
			Third	5	100,000	100,000	0
	Global Calulture	First	200	7,450,000	7,950,000	△ 500,000	
	Media Creation	First	194	7,280,000	7,760,000	△ 480,000	
	Popular Culture	Second	0	0	0	0	
Third		1	20,000	20,000	0		
Humanities	Second	1	30,000	30,000	0		
	Third	1	20,000	20,000	0		
	Sub Total			40,800,000	42,670,000	△ 1,870,000	
Advance Membership fee income	Art	First	111	4,480,000	4,440,000	40,000	
		Second	3	0	80,000	△ 80,000	
		Third	3	0	60,000	△ 60,000	
	Design	First	246	10,240,000	9,840,000	400,000	
		Second	2	0	60,000	△ 60,000	
		Third	3	0	60,000	△ 60,000	
	Manga	First	305	12,480,000	12,170,000	310,000	
		Second	1	0	30,000	△ 30,000	
		Third	6	0	120,000	△ 120,000	
	Global Calulture	First	152	10,000,000	6,080,000	3,920,000	
		Second	1	0	30,000	△ 30,000	
	Media Creation	First	178	6,720,000	7,120,000	△ 400,000	
		Second	0	0	0	0	
	Popular Culture	Third	2	0	40,000	△ 40,000	
Humanities		Third	1	0	20,000	△ 20,000	
	Assumed transfer, transfer, re-enrollme			250,000	0	250,000	
	Sub Total			44,170,000	40,150,000	4,020,000	
Receive interest				6,000	1,472	4,528	
	Total			104,913,834	102,759,306	2,154,528	
Expenditure							
Description	Description			Budget	Result	difference	
Donations expenses	Enhancement of scholarships			5,000,000	5,000,000	0	
	Support for career support activities			2,000,000	2,000,000	0	
	Support for projects related to the global development of universities			2,000,000	2,000,000	0	
	Improvement of the campus environment			20,000,000	20,000,000	0	
	Enhancement of the food environment			2,700,000	1,222,320	1,477,680	
	Enhancement of extracurricular activities			2,000,000	2,000,000	0	
	Support for graduation exhibition activities			2,000,000	2,000,000	0	
	Commemorative gift			1,100,000	1,289,200	△ 189,200	
	Workplace vaccination for COVID-19			0	5,000,000	△ 5,000,000	
		Sub Total			36,800,000	40,511,520	△ 3,711,520
Providing information to member	Expenses for printing and mailing to parents			750,000	551,866	198,134	
	Expenses for management and maintenance of the webs			1,000,000	990,000	10,000	
	Sub Total			1,750,000	1,541,866	208,134	
Project cost	Printing and mailing expenses for event information			2,210,000	1,052,269	1,157,731	
	General Meeting and Education Roundtable Expenses			100,000	3,000	97,000	
	Social Project			50,000	127,720	△ 77,720	
	Support for public lectures at universities			100,000	13,200	86,800	
	Sub Total			2,460,000	1,196,189	1,263,811	
ing expenses for the Committee n	Expenses for transportation of officers			650,000	180,004	469,996	
	Cost of mailing documents to officers			50,000	560	49,440	
	Meeting Fee			50,000	0	50,000	
	Memorial expenses			150,000	30,580	119,420	
	Condolence (for flowers, condolences, etc.)			50,000	16,665	33,335	
	Sub Total			950,000	227,809	722,191	
Office operating expenses	Personnel expenses for support staff			2,070,000	1,421,196	648,804	
Other expense	Return of dues to multiple enrollments			300,000	110,000	190,000	
	Total Expenditures			44,330,000	45,008,580	△ 678,580	
balance carried forward	Carry-over to FY2022			16,413,834	17,600,726	△ 1,186,892	
	Carry-over to FY2023 account ( Advance membership fe			44,170,000	40,150,000	4,020,000	
	Sub Total			60,583,834	57,750,726	2,833,108	
	Total			104,913,834	102,759,306	2,154,528	

### (3) Donation Reports

① Enhancement of scholarships	5,000,000 yen
② Support for career support activities	2,000,000 yen
③ Enhancement of Library and Information Center materials	2,000,000 yen
④ Improvement of the campus environment	20,000,000 yen
⑤ Enhancement of the food environment	1,222,320 yen
⑥ Enhancement of extracurricular activities	2,000,000 yen
⑦ Support for graduation exhibition activities	2,000,000 yen
⑧ Commemorative gift	1,289,200 yen
⑨ Workplace vaccination for COVID-19	5,000,000 yen
<b>TOTAL</b>	<b>40,511,520 yen</b>

#### ① Enhancement of scholarships

We provided financial support to students through Scholarship for students with excellent entrance examination results and scholarships for students with urgent changes in family finances. Of the total amount of approximately 8,279,250yen, 5,000,000 yen was appropriated from the Parents Association donation.

#### ② Support for career support activities

The student group produced the university's original handbook with information on how to find a job, and distributed it to junior students. We also sent a booklet of career and job-hunting support to parents. In addition, there were printing costs for original resumes and the purchase of career-related books for students to borrow. Of the total amount of approximately 1,436,120yen, 2,000,000 yen was appropriated from the Parents Association donation.



〈2022's original handbook〉

〈booklet of career and job-hunting support〉

#### ③ Enhancement of Library and Information Center materials

A portion of the 12,720,114 yen spent to expand the information library materials and a portion of the 884,853 yen spent to expand various new media equipment, etc. at the ICT Support Center, totaling 2,000,000 yen, were allocated from donations.

#### ④ Improvement of the campus environment

Support was provided for fixtures and equipment, including digital signage, roll screens, and bench tools installed in the "Meisoukan". Of the total 20,380,344 yen, 20 million yen was allocated from donations.

⑤ Enhancement of the food environment

In order to consider the diversity of the food environment and to learn about different cultures, Halal and vegan bento lunches were sold. To enable the sale of these lunches for 500 yen, a portion of the cost of the lunches was allocated from the donation. A total of 1,350 meals were sold, and 1,222,320 yen was subsidized by donations.



⑥ Enhancement of extracurricular activities

A portion of the total amount of 991,627 yen for support of extracurricular activities of authorized organizations was supported by the donation. In addition, a portion of the 3,976,501 yen spent for the school festival, totaling 2,000,000 yen, was covered by donations.

⑦ Support for graduation exhibition activities

A portion of the total university-wide expenses of 9,527,184 yen, 2,000,000 yen, was allocated from donations to improve and enhance exhibition facilities for graduation exhibitions and other events.

⑧ Commemorative gift

The school presented the 2022 incoming students with a commemorative gift (mobile battery) for their enrollment. The total amount was 1,289,200 yen.



⑨ Workplace vaccination for COVID-19

Donations were made for the University's base vaccination (workplace vaccination) of the new coronavirus vaccine conducted at the University from September to October. Approximately 1,400 people related to the University were vaccinated, and out of the total University cost of 13,551,656 yen, 5,000,000 yen was allocated from the donation.

## 2. FY2022 Plan and Budget

### (1) Plan for FY2022

#### ① Committee Meetings

1st Committee Meetings : May 21, 2022

2nd Committee Meetings : October 29, 2022

3rd Committee Meetings : March 21, 2023 (Same day as graduation ceremony)

#### ② General Meeting

July 2, 2022

All members will be sent materials in advance in June and asked to respond to an online questionnaire regarding their approval or disapproval of the agenda.

#### ③ Education Roundtable \*ONLY JAPANESE

• July 2, 2022 【At Kyoto Seika University】

• October 8, 2022 【Online】

#### ④ Social Event

During the month of October, 2022

Lectures on traditional culture 【online】

#### ⑤ Donations (For detail, follow the next page.)

#### ⑥ Sending of activity report documents

Report on the activities of Parents Association for FY2021 will be update to website of Parents Association.

#### ⑦ Management of the Parents Association Web site

#### ⑧ Open Seminars “Garden”

Members can attend seminars at half price.

\*The above information is based on current plans and is subject to change depending on the future spread of the COVID-19.

## (2) Budget for FY2022

Parents Association Budget for FY2022  
2022 1st of April to 2023 31th of March

## Income

subject	Description		Budget for FY2022	Results for FY2021
Carryover from previous year			17,600,726	19,937,834
Membership fee income	Art	First 111	4,440,000	4,450,000
		Second 3	80,000	40,000
		Third 3	60,000	60,000
	Design	First 246	9,840,000	10,170,000
		Second 2	60,000	60,000
		Third 3	60,000	60,000
		Fourth 0	0	10,000
	Manga	First 305	12,170,000	11,880,000
		Second 1	30,000	60,000
		Third 6	120,000	100,000
	Global Calature	First 152	6,080,000	7,950,000
		Second 1	30,000	
	Media Creation	First 178	7,120,000	7,760,000
	Popular Culture	Third 2	40,000	20,000
	Humanities	Second 0	0	30,000
Third 1		20,000	20,000	
		Sub Total	40,150,000	42,670,000
Advance Membership fee income	Art	First 112	4,480,000	4,440,000
	Design	First 256	10,240,000	9,840,000
	Manga	First 312	12,480,000	12,170,000
	Global Calature	First 250	10,000,000	6,080,000
	Media Creation	First 168	6,720,000	7,120,000
			Assumed transfer, transfer, re-enrollment, etc.	250,000
		Sub Total	44,170,000	40,150,000
Receive interest			6,000	1,472
TOTAL			101,926,726	102,759,306

## Expenditure

subject	Description		Budget for FY2022	Results for FY2021
Donations expenses	Enhancement of scholarships		5,000,000	5,000,000
	Support for career support activities		2,000,000	2,000,000
	Enhancement of Library and Information Center materials		—	2,000,000
	Improvement of the campus environment		10,000,000	20,000,000
	Enhancement of the food environment		3,700,000	1,222,320
	Enhancement of extracurricular activities		—	2,000,000
	Support for graduation exhibition activities		—	2,000,000
	Commemorative gift		1,320,000	1,289,200
	Workplace vaccination for COVID-19		—	5,000,000
		Sub Total	22,020,000	40,511,520
Providing information to members	Printing and mailing expenses for non-event information		750,000	551,866
	Web site management and maintenance		132,000	990,000
			Sub Total	882,000
Operating expenses for events	Printing and mailing expenses for event information		1,200,000	1,052,269
	Operating expenses for general meeting and education round		50,000	3,000
	Social Project		200,000	127,720
	Support for public lectures at universities		100,000	13,200
			Sub Total	1,550,000
Operating expenses for the Committee meeting	Expenses for transportation of officers		450,000	180,004
	Cost of mailing documents to officers		50,000	560
	Meeting Fee		10,000	0
	Memorial expenses		100,000	30,580
	Condolence (for flowers, condolences, etc.)		50,000	16,665
		Sub Total	660,000	227,809
Office operating expenses	Personnel expenses for support staff		1,500,000	1,421,196
Other expense	Return of dues to multiple enrollments		300,000	110,000
Total Expenditures			26,912,000	45,008,580
balance carried forward	Carry-over to FY2023		30,844,726	17,600,726
	Carry-over to FY2023 account ( Advance membership fee)		44,170,000	40,150,000
			Sub Total	75,014,726
TOTAL			101,926,726	102,759,306

### (3) Donation project for FY2022

In accordance with Article 4, Section 2 of the regulations, donations will be made to universities that "Improvement of the educational environment to enhance and improve the educational contents."

① Enhancement of scholarships	5,000,000 yen
② Support for career support activities	2,000,000 yen
③ Improvement of the campus environment	10,000,000 yen
④ Enhancement of the food environment	3,700,000 yen
⑤ Commemorative gift	1,320,000 yen
TOTAL	22,020,000 yen

#### ① Enhancement of scholarships

We will support a portion of Kyoto Seika University's original scholarships for students with excellent academic records and Scholarship for Study Abroad Programs.

#### ② Support for career support activities

The Student Group produces the University's original handbook containing information to support students who are starting their job-hunting activities, and booklet for parents on career and job-hunting support. In addition, we support part of the cost the purchase of career-related books and career support activities.

#### ③ Improvement of the campus environment

- Setting up a private work booth (5,000,000 yen)

Private work booths will be set up on campus as a place to conduct job interviews and take distance learning classes.

- Airstream Renovation (1,500,000 yen)

Restoration of the Airstream camper, which was purchased with the 2012 Parents Association donation project as a movable space for students to relax.

- Provision of tents (500,000 yen)

The tents used on campus previously provided by the Parents Association are aging and new ones will be provided.

- Support for school bus renewal (3,000,000 yen)

#### ④ Enhancement of the food environment

- We will be selling Halal and vegan lunch box on campus to promote diversity in the food environment and to learn about different cultures. A portion of the cost of the lunch box will be allocated from donations. (Planned sales period: April to the end of June 2022)

- A student support menu full of vegetables will be sold in the cafeteria. A portion of the cost of the cheering menu will be allocated from donations. (Scheduled sales period: weekdays in the 3rd and 4th quarters of FY 2022)

#### ⑤ Commemorative gift

We will present a special commemorative gift of our university for distribution at the entrance ceremony in 2023.



#### (4) About Officers

[Continuing members]

Name	Position	Faculty	Course · Major	Grade	Residence
Tetsuya Komura	Chairperson	Popular culture	Music	4	Wakayama
Shoichi Terada	Vice Chairperson	Manga	Animation	4	Kyoto
Tatsunori Kanazawa	Auditor	Design	Architecture	3	Kyoto
Takaharu Inoue	Accountant	Global Culture	History	2	Chiba
Yuki Shioji	Auditor	Media Creation	Media Technologies	2	Kyoto
Michiko Kobayashi	Undergraduate Secretary	Media Creation	Sound Creation	2	Kyoto

[New Members]

Name	Position	Faculty	Course · Major	Grade	Residence
Yuka Natsume	Undergraduate Secretary	Global Culture	Humanities	1	Shizuoka
Junko Sasaki	Undergraduate Secretary	Media Creation	Media Creation	1	Hiroshima
Kenjiro Itou	Undergraduate Secretary	Design	Product design	2	Osaka
Yutaka Mizoi	Undergraduate Secretary	Design	Human Environment Design Program	1	Kyoto
Chizuko Mukumoto	Undergraduate Secretary	Design	Architecture	1	Shiga
Satoshi Shinozaki	Undergraduate Secretary	Manga	Animation	1	Osaka
Junko Kubozono	Undergraduate Secretary	Manga	Animation	2	Fukuoka

## (5) Regulations

### Kyoto Seika University Parents Association

#### (Name)

Article 1 The name of the association is 'Kyoto Seika University Parents Association', and office is located in Kyoto Seika University.

#### (Purpose)

Article 2 The purpose of this association is to endorse the educational philosophy of Kyoto Seika University and to support its further development.

#### (Membership)

Article 3 Members of this association shall consist of parents and guardians of undergraduate students of Kyoto Seika University.

2 Supporting members shall consist of people from the fields of education, culture and arts, business, politics, etc. who agree with the objectives of this association.

#### (Project)

Article 4 The Society shall conduct the following activities for the purpose of Article 2.

- (1) Projects to deepen understanding and exchange opinions on issues of youth and university education in the modern age.
- (2) Improvement of the educational environment to enhance and improve the educational contents.
- (3) To provide other projects to achieve the purpose of the association.

#### (Officer)

Article 5 The Association shall establish the following officers :

- (1) Chairperson : 1 person

Represent the Society.

- (2) Vice Chairperson : 2 persons or less

Assist the Chairperson.

- (3) Accountant : 1 person

Check the financial results.

- (4) Auditors : 2 persons

Auditing the accounts.

- (5) Undergraduate secretary : 2 persons or less per faculty

To represent the opinions of each faculty.

2 Each officer shall be elected by the board members from the previous year's officers, and recruitment of officers from the membership is conducted as necessary.

Article 6 The Association may have a few advisors.

2 Advisors shall be selected by recommendation of the Board members and attend meetings to discuss major issues. However, they include the Chairperson.

Article 7 Officers shall serve two-year term and may not immediately be reappointed.

#### (Meeting)

Article 8 The Association shall establish the following meetings.

- (1) General Meeting

- (2) Committee meeting

Article 9 The General Meeting is the highest decision-making organization of the Association and shall be held once a year. However, an extraordinary general meeting may be held when necessary.

Article 10 The decision of the meetings shall be made by a majority of those present.

Article 11 The Board of Directors meets as needed and shall be convened by the President.

Article 12 The Committee Meetings consist of one-half of the officers, and voting shall be by majority vote of those present.

#### (Accounting)

Article 13 The expenses of the association shall be funded by dues, donations, and other income.

Article 14 The membership fee of the Association is 10,000 yen per year.

2 Parents or guardians of more than one student pay the membership fee for one student.

Article 15 The financial year of the association shall start 1st of April and end 31st of March of the following year.

#### (Bylaws)

Article 16 The handling of matters not specified in this constitution shall be specified in the bylaws.

#### (Reorganization)

Article 17 The Reorganization of this constitution is made at the General Meeting.

#### Additional statutes

1 The chairperson appoints the office of this association from among the staff of Kyoto Seika University.

2 This constitution shall be in force from October 30, 1972.

3 This constitution amended in November 3, 1974 and shall be in force from October 30, 1975.

4 This constitution amended in November 3, 1976 and shall be in force from April 1, 1977.

5 This constitution amended in November 3, 1978 and shall be in force from April 1, 1979.

6 This constitution amended in November 3, 1990 and shall be in force from April 1, 1991.

7 This constitution amended in November 3, 1997 and shall be in force from April 1, 1999.

8 This constitution amended in November 3, 1998 and shall be in force from April 1, 1999.

9 This constitution amended in October 17, 1999 and shall be in force from April 1, 2000.

10 This constitution amended in October 26, 2003 and shall be in force from April 1, 2003.

11 This constitution amended in July 202108 and shall be in force from April 1, 2009.

12 This constitution amended in June 202120 and shall be in force from April 1, 2022.

### Detailed regulations

#### (Purpose)

Article 1 These detailed regulations are based on Article 16 of the Kyoto Seika University Parents Association Constitution, and provide for the handling of condolences for Parents Association members.

#### (Methods of Condolence)

Article 2 Condolences shall be offered in the form of flowers and telegrams of condolence.

#### (Target)

Article 3 Condolences will be extended to the undergraduate student and Education Supporters' Association members (tuition-paying members). If the member has a spouse, that spouse is also eligible.

#### (Special Measures)

Article 4 In case condolence is not provided for in these detailed regulations, it shall be suggested by the chairperson of the Parents Association.

#### (Reorganization)

Article 17 The Reorganization of this constitution is made at the Committee Meeting.

#### (Additional statutes)

1. This constitution provisions in June 202108 and shall be in force from April 1, 2009.