

# 國立宜蘭大學性別平等教育 113 年度工作計畫表

## 2024 Annual work plan for gender equality education of National Ilan University

(113 年 1 月 1 日~113 年 12 月 31 日)

January 1st, 2024-December 31st, 2024

工作小組組別：一、課程研究發展組(教務處)

### I. Curriculum Research and Development Section (Academic Affairs)

項次 Item	工作事項 Work matters	辦理單位 Handling unit	工作期程 Work schedule	計畫工作內容 Project work content
1	持續推動無性別歧視之招生規定 Continue to promote non-discriminatory admissions regulations	教務處 Academic Affairs 綜合業務組 General Affairs Division	經常性辦理 Regular processing	辦理各項自辦招生無性別、性別特質、性別認同或性傾向之不合理差別待遇。各項自辦招生簡章內容，針對違反性別平等原則敘明申訴辦法。 There is no unreasonable differential treatment of gender, gender characteristics, gender identity or sexual orientation in handling all self-administered admissions. The contents of the self-organized enrollment brochures describe the method of appeal against the violation of the principle of gender equality.
二	持續宣導及保障懷孕、分娩或撫育三歲以下子女之學生其受教權 Continue to promote and the protect the educational rights of students who re students who are pregnant, giving birth orraising children under the age of three	教務處 Academic Affairs 註冊課務組 Registry and Curriculum Division 進修推廣組 Continuing and Education Division 學生事務處 學生諮商組	經常性辦理 Regular processing	一、本校於學則第七、十九、二十六、三十一、三十七、三十八條分別明訂學生受教權相關之條文，積極維護懷孕、分娩或撫育三歲以下子女之學生其受教權。 I .NIU clearly stipulates the provisions related to the students' right to education in Articles 7, 19, 26, 31, 37, and 38 of the Regulations, and actively protects pregnancy, childbirth, or raising children under the age of three. Students mentioned above have the right to be taught. 二、上列條文明列新生因懷孕、生產或哺育幼兒並持有證明得於註冊開始前申請保留入學資格；學生因懷孕、生產或哺育幼兒需要，得延長修業年限，至多得延長四學年；學生因懷孕、生產或哺育幼兒而核准之事(病)、產假，致缺課時數逾全學期授課時數三分之一，該科目成績得視需要與科目性質予以補考或以其他補救措施彈性處

		<p>Student Affairs Student Counseling Division 學生事務處生活 輔導與軍訓組 Student Affairs Student Life Guidance and Military Education Division</p>		<p>理，補考成績並按實際成績計算；學生因懷孕、生產或哺育幼兒，得檢具相關證明申請休學，其休學期間不列入休學年限。</p> <p>II.The above-mentioned regulations stipulate that freshmen who are pregnant, giving birth or nursing young children and hold a certificate can apply for retention of admission qualifications before the start of registration; students who are pregnant, giving birth or nursing young children may extend their study period, up to four academic years; Students who have been approved due to pregnancy, childbirth or child-feeding (sickness), maternity leave, and the number of missed class hours exceeds one-third of the whole semester’s teaching hours, the subject grades may be subject to make-up examinations or other remedial measures depending on the need and the nature of the subject. The results of the make-up examinations will be calculated according to the actual results. Students who are pregnant, giving birth or raising young children may apply for a suspension of school with relevant certificates, and the period of suspension will not be included in the suspension period</p> <p>三、依據國立宜蘭大學學生懷孕事件輔導與處理要點，加強預防及輔導。</p> <p>III .Strengthen prevention and counseling according to the main points of counseling and handling of pregnancy incidents of students at National Ilan University.</p> <p>四、利用集會時機輔以各校內會議，持續宣導學生孕、娩、育嬰及生理假請假規定，以保障學生受教權。</p> <p>IV.Taking advantage of the opportunity of the assembly, supplemented by various on-campus meetings, we will continue to publicize the provisions for students' pregnancy, childbirth, childcare, and physiological leave, so as to protect the students' right to education.</p>
3	<p>獎勵、補助性別學術 研究及補助辦理性別 學術研討會 Rewards and grants</p>	<p>研發處 Office of Research And Development</p>	<p>經常性辦理 Regular processing</p>	<p>一、鼓勵本校教師發表性別教育相關研究論文、專書或專書論文，並依本校「學術研究績優獎勵及補助辦法」規定獎勵。</p> <p>I .NIU’ s teachers are encouraged to publish research papers, books or books related to gender education, and can apply for awards in</p>

	for gender academic research and grants for gender academic seminars			<p>accordance with NIU' s "Academic Research Excellence Award and Subsidy Points".</p> <p>二、鼓勵本校教師踴躍向國科會等政府機構提出個別型或整合型之性別研究計畫。</p> <p>II .Encourage teachers to actively propose individual or integrated gender research plans to government agencies such as the Ministry of Science and Technology.</p> <p>三、對於性別學術研討會之舉辦，依本校「獎勵辦理學術研討會經費補助辦法」補助經費。</p> <p>III .For the holding of gender academic seminars and symposiums, they are encouraged to subsidize funds from NIU's "Academic Seminar Fund Subsidy Method".</p>
4	<p>規劃開設性別平等相關議題之通識課程</p> <p>Plan to offer general education courses on issues related to gender equality</p>	<p>博雅學部</p> <p>School of Liberal Arts</p>	<p>每學期</p> <p>Each semester</p>	<p>由相關教師社群提供全校性性別平等相關課程規劃之建議，以進一步落實性平教育融入通識教育課程的規劃。</p> <p>The relevant teacher community will provide suggestions for school-wide gender equality-related curriculum planning to further implement the integration of gender equality education into the general education curriculum.</p>
5	<p>補助及審查開設性別平等教育相關課程教材費</p> <p>Subsidy and review teaching materials fees for courses related to gender equality education</p>	<p>教務處</p> <p>Academic Affairs</p> <p>註冊課務組</p> <p>Registry and Curriculum Division</p>	<p>每學期</p> <p>Each semester</p>	<p>鼓勵並補助開設性別平等教育相關課程教材費。</p> <p>Encourage and subsidize teaching materials for courses related to gender equality education.</p>

工作小組組別：二、性別平等教育推廣組(學生事務處學生諮商組)

## II. Gender Equality Education Promotion Team(Student Counseling Division of Student Affairs)

項次 Item	工作事項 Work matters	辦理單位 Handling unit	工作期程 Work schedule	計畫工作內容 Project work content
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一	<p>辦理性別平等教育講座，帶領新生認識校園性別事件</p> <p>Conduct gender equality education lectures to lead freshmen to understand campus gender incidents</p>	<p>學生事務處 Students Affairs 生活輔導與軍訓組 Students Life Guidance and Military Education Division 學生諮商組 Student Counseling Division 教務處 Academic Affairs 進修推廣組 Continuing and Extension Education Division</p>	<p>第一學期 First semester</p>	<p>於新生始業式實施，帶領新生（日間部與進修部）認識校園性騷擾、性侵害、情感與性別事件相關之說明，從日常生活到法律層次講解，以降低學生觸法之情事發生，增加新生性平觀念。</p> <p>In the beginning of freshmen, we will carry out lectures on campus sexual harassment and sexual assault for freshmen, etc., through the student counseling center and a team of professional lecturers, from daily life to the legal level, so as to reduce the occurrence of students breaking the law.</p>
二	<p>配合學生諮商組性別平等教育訊息宣導</p> <p>Cooperate with the student consultation group to promote gender equality education</p>	<p>教務處 Academic Affairs 進修推廣組 Continuing and Extension Education</p>	<p>經常性辦理 Regular processing</p>	<p>不定期配合學生諮商組性別平等教育訊息宣導，活動資訊轉知等。</p> <p>Irregularly cooperate with the student consultation group in gender equality education information promotion, activity information transmission, etc.</p>

		Division		
三	提供因性別或性傾向而處於不利處境之學生和弱勢性別社群協助和服務 Provide assistance and services to disadvantaged students and gender disadvantaged groups because of their gender or sexual orientation	學生事務處 Student Affairs 學生諮商組 Student Counseling Division	113.01.01-113.12.31 January 1st,2024-December 31st,2024	辦理多元性別相關教育宣傳及推廣活動，營造性別平等友善校園環境，並因應學生需求提供適切的諮商輔導服務，如個別諮商、團體輔導等。 Handle education publicity and promotion activities related to gender diversity, create a gender-equal and friendly campus environment, and provide appropriate counseling services such as individual counseling and group counseling according to the needs of students.
四	辦理校內性別平等相關議題之活動 Handle activities related to gender equality in school	學生事務處 Student Affairs 學生諮商組 Student Counseling Division	113.01.01-113.12.31 January 1st,2024-December 31st,2024	辦理校內性騷擾／性侵害和性霸凌防治、情感教育、性／別教育、身體自主權等相關主題講座、工作坊、團體輔導、電影欣賞或讀書會。 Organize lectures, workshops, group counseling, movie appreciation or reading clubs on topics related to sexual harassment/assault and sexual bullying prevention, emotional education, sex education, and physical autonomy in schools.
五	辦理跨校性之性別平等教育相關工作 Handling work related to gender equality education across schools	學生事務處 Student Affairs 學生諮商組 Student Counseling Division	113.01.01-113.12.31 January 1st,2024-December 31st,2024	辦理跨校性之性別平等教育相關主題活動，協助鄰近高級中等以下學校推動性別平等教育相關工作。 Organize cross-school gender equality education-related theme activities, and assist neighboring schools below senior high schools to promote gender equality education.
六	參與社區推展工作或與校外機構合作辦理性平等相關推廣活動 Participate in community outreach work or collaborate with off-campus agencies in gender equality-related	學生事務處 Student Affairs 學生諮商組 Student Counseling Division	113.01.01-113.12.31 January 1st,2024-December 31st,2024	與教育部、縣政府、社區大學、其他學校或社區機構合作辦理性平等相關推廣活動，並開放社區民眾參與性別平等教育講座。 Cooperate with the Ministry of Education, the county government, community colleges, other schools or community agencies to handle gender equality-related promotion activities, and open the community to participate in gender equality education lectures.

	outreach activities			
七	其他需強化學生性平等意識，防範相關事件發生之活動(含學生至校外營隊、實習、服務學習等) Other activities that need to strengthen students' awareness of gender equality and prevent related incidents (including students going to off-campus camps, internships, service learning, etc.)	學生事務處 Student Affairs 學生諮商組 Student Counseling Division	113.01.01-113.12.31 January 1st,2024-December 31st,2024	設置網路平台提供性平宣導資料，鼓勵學生參與相關活動前線上觀看，以提升性別平等意識。 Set up an online platform to provide gender equality propaganda materials, and encourage students to participate in related activities to watch online in order to enhance gender equality awareness.
八	性別平等相關之文宣品製作 Production of publicity materials related to gender equality	學生事務處 Student Affairs 學生諮商組 Student Counseling Division	每學年 per academic year	製作性別平等教育宣導海報和性別平等教育文宣品，或運用大眾媒體、網站及刊物進行性平概念宣導。 Produce and distribute gender equality education promotional posters and gender equality education materials, or use mass media, websites and publications to promote the concept of gender equality.
九	獎勵推動性別平等教育有功之人員 Reward those who have contributed to promoting gender equality education	人事室 Personnel's Office	113.01.01~113.12.31 January 1st,2024-December 31st,2024	為獎勵推動性平有功人員，依據本校職員獎懲案件處理要點六(一)4.對推動、審議本校性別平等教育委員會各項業務有具體業務績效者。 In order to reward those who have contributed to the promotion of gender equality, according to the six (1) 4. The school's gender equality education committee has specific business performance in the promotion and review of the school's gender equality education committee.
十	持續推動建立無性別歧視之徵募及陞遷機制 Continue to promote the establishment of a recruitment and promotion mechanism without gender	人事室 Personnel's Office	113.01.01~113.12.31 January 1st,2024-December 31st,2024	落實性別平等工作法第 7 條：「雇主對求職者或受僱者之招募、甄試、進用、分發、配置、考績或陞遷等，不得因性別或性傾向而有差別待遇。」之規定。 Implementing Article 7 of the Gender Equality at Work Act: "Employers shall not discriminate in the recruitment, screening, recruitment, distribution, allocation, performance evaluation or promotion of job applicants or employees

	discrimination			based on gender or sexual orientation.".
十一	辦理教職員工性別平等教育在職訓練 Handle gender equality education on-the-job training for faculty and staff	人事室 Personnel's Office	113.01.01~113.12.31 January 1st,2024-December 31st,2024	為建立兩性友善工作環境，加強本校教職員工生性別平等觀念，提升性騷擾防治意識，避免校園性騷擾事件的發生，特針對教職員工辦理性別平等教育在職訓練。 In order to establish a gender-friendly working environment, strengthen the concept of gender equality among NIU's faculty and staff, enhance the awareness of sexual harassment prevention, and avoid the occurrence of sexual harassment incidents on campus, on-the-job training on gender equality education is provided for faculty and staff.
十二	鼓勵教職員工參與推動性別平等相關活動 Encourage faculty and staff to participate in activities related to advancing gender equality	人事室 Personnel's Office	經常性辦理 Regular processing	為落實性別教育，鼓勵員工在職訓練，加深法治觀念。 In order to implement gender education, employees are encouraged to undergo on-the-job training to deepen their awareness of the rule of law.

工作小組組別：三、校園安全維護組(總務處)

### III.Campus Safety Maintenance Team (General Affairs)

項次 Item	工作事項 Work matters	辦理單位 Handling unit	工作期程 Work schedule	計畫工作內容 Project work content
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一	<p>電梯、女廁及校園安全廊道所設置緊急求救鈴等設備委外定期巡檢維護</p> <p>Elevators, women's toilets and campus safety corridors are set up with emergency bells and other equipment to be outsourced for regular inspection and maintenance</p>	<p>總務處事務組</p> <p>General Affairs of General Service Division</p>	<p>113.01.01~113.12.31</p> <p>January 1st,2024-December 31st,2024</p>	<p>委託專業廠商每月 1-2 次巡查、檢測及保養維護緊急求救設備，並及時更新老舊零組件，以維持功能正常化。</p> <p>Entrust professional manufacturers to inspect, test, maintain and maintain emergency rescue equipment 1-2 times a month, and update old components in time to maintain normal functions.</p>
二	<p>改善廁間隔間導擺空隙高度</p> <p>Improve the height of the guide swing gap between toilet stalls</p>	<p>總務處營繕組</p> <p>General Affairs of Construction and Maintenance Section</p>	<p>113.01.01~113.12.31</p> <p>January 1st,2024-December 31st,2024</p>	<p>委託廠商針對現有廁間隔間導擺空隙高度進行改善，防止偷窺攝影事件。113 年將改善教糶大樓。</p> <p>The manufacturer was commissioned to improve the height of the guide swing gaps in the existing toilet cubicles to prevent voyeuristic photography incidents.The teaching building will be renovated in 2024.</p>
三	<p>監視設備維護更新</p> <p>Monitor equipment maintenance updates</p>	<p>總務處事務組</p> <p>General Affairs of General Service Division</p>	<p>經常性</p> <p>Regular</p>	<p>維護更新老舊監視設備，增設死角或陰暗區域之監視設備。</p> <p>Maintain and update monitoring equipment, and add monitoring equipment in dead corners or dark areas</p>
四	<p>舉行校園空間安全檢視說明會</p> <p>Hold a briefing session on campus space safety inspection</p>	<p>總務處</p> <p>General Affairs</p>	<p>113.01.01~113.12.31</p> <p>January 1st,2024-December 31st,2024</p>	<p>10-12 月擇期舉辦，公開說明校園空間安全現況和改善部分，並聽取全校師生的寶貴意見，以做為未來年度校園空間安全的改善方向。</p> <p>It will be held on an optional schedule from October to December to publicly explain the current situation and improvement of campus space safety, and listen to the valuable opinions of teachers and students of the whole school, as a direction for improvement of campus space safety in the future.</p>

工作小組組別：四、性平會校園性別事件調查組及統籌事項(學生事務處)

IV.Campus Gender Incident Investigation Team and Coordination Matters of Gender equality education committee (Student Affairs)

項次 Item	工作事項 Work matters	辦理單位 Handling unit	工作期程 Work schedule	計畫工作內容 Project work content									
一	召開性別平等教育委員會會議 Hold a meeting of the Gender Equality Education Committee	學生事務處 Student Affairs	113.01.01~113.12.31 January 1st,2024-December 31st,2024	依性別平等教育法規定每學期至少召開 1 次會議 According to the Gender Equality Education Act, at least one meeting is held in each semester									
二	每年編列預算推動性別平等教育宣導等 Budget every year to promote Gender Equality Education and publicity, etc.	性別平等教育委員會、各單位 Education Committee, various units	113.01.01~113.12.31 January 1st,2024-December 31st,2024	<p>113 年度性別平等教育專款為 289,000 元，編列支出用途如下表：</p> <p>The special fund for gender equality education in 2024 is NT\$289,000, and the expenditure is listed in the following table:</p> <p style="text-align: right;">單位千元 unit: thousand</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;">支出用途別 objects of expenditure</th> <th style="width: 15%;">金額 amount</th> <th style="width: 55%;">編列說明 instructions</th> </tr> </thead> <tbody> <tr> <td>其他旅運費 Other travel charges</td> <td style="text-align: center;">3</td> <td>性別平等教育活動講師；性平委員調查交通費 14 趟 *218 元 Gender Equality Education Activities Lecturer ;Sexual Equality Commissioner Survey Transportation Expenses 14 trips * NT\$218</td> </tr> <tr> <td>印刷及裝訂費 Printing and</td> <td style="text-align: center;">10</td> <td>性別平等教育宣導、推廣之文宣印製 100 份*100 元 Promote Gender Equality Education's literature and</td> </tr> </tbody> </table>	支出用途別 objects of expenditure	金額 amount	編列說明 instructions	其他旅運費 Other travel charges	3	性別平等教育活動講師；性平委員調查交通費 14 趟 *218 元 Gender Equality Education Activities Lecturer ;Sexual Equality Commissioner Survey Transportation Expenses 14 trips * NT\$218	印刷及裝訂費 Printing and	10	性別平等教育宣導、推廣之文宣印製 100 份*100 元 Promote Gender Equality Education's literature and
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一	召開性別平等教育委員會會議 Hold a meeting of the Gender Equality Education Committee	學生事務處 Student Affairs	113.01.01~113.12.31 January 1st,2024-December 31st,2024	依性別平等教育法規定每學期至少召開 1 次會議 According to the Gender Equality Education Act, at least one meeting is held in each semester		
				binding fees  講課鐘點稿費出席審查及查詢費 Lecture hour manuscript fee Attendance review and inquiry fee	79	printing 100 copies * NT\$100  校園性侵害或性騷擾之校外調查人員出席費 2,500 元/次*2 次*3 案=15,000 元;校內調查人員出席費 1,000 元/次*2 次*3 案=6,000 元;校園性侵害或性騷擾之校外調查人員撰寫調查報告費 6,000 元/案*2 案=12,000 元;校內調查人員撰寫調查報告費 2,500 元/案*2 案=5,000 元;性別平等教育活動之講師費 2,000 元/節*20 節=40,000 元;機關健保補充費 21,000 元(出席費)*2.11%+40,000 元(講師費)*2.11%=1,287 元 Off-Campus Investigator Attendance Fee for Sexual Assault or Harassment on Campus 2500 each time*2 times*3cases=NT\$15,000; On-Campus Investigator Attendance Fee 1000 each time*1 times*2 times*3cases=NT\$6,000; Report writing fee for off-campus investigators of sexual assault or harassment on campus 6000 each case * 2cases =NT\$12,000; Investigative report writing fee for on-campus investigators 2500 each case * 2cases =NT\$5,000; Lecturer fees for gender equality education activities NT\$2,000 each lesson*20 lessons=NT\$40,000; Institutional health insurance supplementary fees NT\$21,000(attendance)*2.11%+40,000(lecture fees)*2.11%= NT\$1,287

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一	召開性別平等教育委員會會議 Hold a meeting of the Gender Equality Education Committee	學生事務處 Student Affairs	113.01.01~113.12.31 January 1st,2024-December 31st,2024	依性別平等教育法規定每學期至少召開 1 次會議 According to the Gender Equality Education Act, at least one meeting is held in each semester		
				辦公(事務)用品 Office supplies	4	性別平等教育活動用品、文具 Gender Equality Education's supplies
				報章雜誌 Newspapers and magazines	4	性別平等教育活動使用書籍 10 本*400 元 Books use for Gender Equality Education 10 books * NT\$400
				食品 food	49	性別平等教育委員會會議、性別平等教育活動等餐飲費 490 人次*100 元 Gender Equity Education Committee Meeting, Food and Beverages for Gender Equality Education Activities 490 persons* NT\$100
				材料費 material fee	80	開設性別平等教育相關課程補助費 10,000 元/門*4 門*2 學期=80,000 元 Subsidies for courses related to gender equality education 10,000 each course*4 courses*2 semesters= NT\$80,000
				獎勵費用 incentive fee	60	開設性別平等教育相關課程補助費 10,000 元/門*4 門*2 學期=80,000 元 Subsidies for courses related to gender equality education 10,000 each course*4 courses*2 semesters= NT\$80,000
				合計 total	289	

三	<p>受理、處理、調查學生性侵害或性騷擾事件申訴案件初審 Accepting, handling and investigating student sexual assault or sexual harassment complaints</p>	<p>學生事務處 Student Affairs</p>	<p>經常性辦理 Regular processing</p>	<p>性平委員輪流擔任調查小組成員。 Commissioners of Gender Equity Education Committee take turns serving as members of the investigation team.</p>
四	<p>受理、處理、調查教職員工性侵害或性騷擾事件申訴案件 Accept, process, and investigate complaints about sexual assault or sexual harassment by faculty and staff</p>	<p>人事室 Personnel's Office</p>	<p>經常性辦理 Regular processing</p>	<p>為建立免於性侵害或性騷擾之工作環境，依「國立宜蘭大學工作場所性騷擾防治、申訴及懲戒措施」及「國立宜蘭大學性騷擾防治申訴及調查處理要點」辦理教職員工作場所性騷擾事件。如有違反性別平等事件，經本校性別平等教育委員會調查屬實，將依「國立宜蘭大學職員獎懲案件處理要點」規定辦理。 In order to establish a work environment free from sexual assault or harassment, sexual harassment incidents in the workplace of faculty and staff are handled in accordance with "National Ilan University Workplace Sexual Harassment Prevention, Complaint and Disciplinary Measures" and "National Ilan University Sexual Harassment Prevention Complaint, Investigation and Handling Points". If there is any violation of gender equality, it will be confirmed after investigation by the Gender Equality Education Committee of the school, and will be handled in accordance with the "Key Points for Handling Reward and Punishment Cases for National Ilan University Staff".</p>
五	<p>追蹤性侵害或性騷擾事件當事人之懲處及協助之決議 Resolution on tracking the punishment and assistance of the parties involved in the sexual assault</p>	<p>學生事務處 Student Affairs 人事室 Personnel's Office</p>	<p>經常性辦理 Regular processing</p>	<p>依校園性侵害性騷擾或性霸凌防治準則及相關法規辦理。 Handle in accordance with the campus sexual assault, sexual harassment or sexual bullying prevention guidelines and related regulations.</p>

項次 Item	工作事項 Work matters	辦理單位 Handling unit	工作期程 Work schedule	計畫工作內容 Project work content
一	召開性別平等教育委員會會議 Hold a meeting of the Gender Equality Education Committee	學生事務處 Student Affairs	113.01.01~113.12.31 January 1st,2024-December 31st,2024	依性別平等教育法規定每學期至少召開 1 次會議 According to the Gender Equality Education Act, at least one meeting is held in each semester
	or sexual harassment			
六	性別平等委員會處置之性別相關事件及加害人資料已建檔 Gender-related incidents handled by the Gender Equality Committee and information on the perpetrators have been archived	學生事務處 Student Affairs 人事室 Personnel's Office	經常性辦理 Regular processing	依校園性侵害、性騷擾及性霸凌事件調查案相關事件及加害人資料建檔，由專責單位保管。 Based on the incidents related to the investigations of sexual assault, sexual harassment and sexual bullying on campus, and the perpetrator's data, a file will be established and kept by the specialized unit.
七	維護充實性別平等教育網頁 Maintain the Enrichment Gender Equity Education webpage	性別平等教育委員會、各單位 Gender Equality Education Committee various units	經常性辦理 Regular processing	本校性別平等教育委員會網頁更新，包括教育部函釋令、性平宣傳推廣、相關法規及表單下載等資料。 The website of the Gender Equality Education Committee of NIU has been updated, including information on the Ministry of Education's letter of release, gender equality promotion, relevant regulations and form downloads.