

# 國立宜蘭大學性別平等教育 110 年度工作計畫

## 2021 Annual work plan for gender equality education of National Ilan University

(110.01.01~110.12.31)

January 1st, 2021-December 31st, 2021

### 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.
2	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 protect the educational rights of students who are pregnant, giving birth or raising 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 Extension Education Division	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理，補考

		<p>學務處學生諮商組 Student Affairs Student Counseling Division 學務處生活輔導與軍訓組 Student Affairs Student Life Guidance and Military Education Division</p>		<p>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。 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。 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>
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3	獎勵、補助性別學術研究及補助辦理性別學術研討會及座談 Rewards and grants for gender academic research and grants for gender academic seminars and discussions	研發處 Office of Research and Development 學務處 Student Affairs	經常性辦理 Regular processing	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，並可依本校「學術研究績優獎勵及補助辦法」規定申請獎勵。 I .NIU's teachers are encouraged to publish research papers, books or books related to gender education, and can apply for awards in accordance with NIU's "Academic Research Excellence Award and Subsidy Measures". 二、鼓勵本校教師踴躍向科技部等政府機構提出個別型或整合型之性別研究計畫。 II .Encourage teachers to actively propose individual or integrated gender research plans to government agencies such as the Ministry of Science and Technology. 三、對於性別學術研討會及座談之舉辦，鼓勵其向本校「獎勵辦理學術研討會經費補助辦法」補助經費。 III .For the holding of gender academic seminars and symposiums, they are encouraged to subsidize funds from NIU's "Academic Seminar Fund Subsidy Method". 四、鼓勵本校教職員工踴躍參加性平相關講習及培訓，協助經費補助並以公差假登記。 IV.Encourage the faculty and staff to actively participate in the seminars and trainings related to gender equality, assist in funding subsidies and register on business leave.
4	規劃開設性別平等相關議題之通識課程 Plan to offer general education courses on issues related to gender equality	博雅學部 School of Liberal Arts	每學期 Each semester	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。 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.
5	補助及審查開設性別平等教育相關課程教材費 Subsidy and review	教務處 Academic Affairs 註冊課務組 Registry and	每學期 Each semester	鼓勵並補助開設性別平等教育相關課程教材費。 Encourage and subsidize teaching materials for courses related to gender equality education.

	teaching materials fees for courses related to gender equality education	Curriculum Division		
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二、性別平等教育推廣組(學務處學生諮商組) 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
1	辦理新生認識校園性騷擾與性侵害講座 Hold a lecture on campus sexual harassment and sexual assault for freshmen	學務處 Student Affairs 生活輔導與軍訓組 Student 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	第一學期 First semester	於新生始業式實施新生認識校園性騷擾與性侵害講座等，經由學生諮商中心及專業講師團隊，從日常生活面到法律層次講解，以降低學生觸法之情事發生。 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.
2	配合學生諮商組性別平等教育訊息宣導 Cooperate with the student consultation group to promote gender equality education	教務處 Academic Affairs 進修推廣組 Continuing and Extension Education Division	經常性辦理 Regular processing	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。 Irregularly cooperate with the student consultation group in gender equality education information promotion, activity information transmission, etc.

3	<p>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</p> <p>Provide assistance and services to disadvantaged students and gender disadvantaged groups because of their gender or sexual orientation</p>	<p>學務處 Student Affairs 學生諮商組 Student Counseling Division</p>	<p>110.01.01~110.12.31 January 1st,2021- December 31st,2021</p>	<p>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。</p> <p>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.</p>
4	<p>辦理校內性別平等相關議題之活動</p> <p>Handle activities related to gender equality in school</p>	<p>學務處 Student Affairs 學生諮商組 Student Counseling Division</p>	<p>110.01.01~110.12.31 January 1st,2021- December 31st,2021</p>	<p>諮商組持續辦理校內性騷擾/性侵害和性霸凌防治、情感教育、性教育、身體自主等相關主題講座、工作坊、團體輔導、電影欣賞或讀書會。</p> <p>The Student Counseling Division continues to conduct 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.</p>
5	<p>辦理跨校性之性別平等教育相關工作</p> <p>Handling work related to gender equality education across schools</p>	<p>學務處 Student Affairs 學生諮商組 Student Counseling Division</p>	<p>110.01.01~110.12.31 January 1st,2021- December 31st,2021</p>	<p>諮商處持續辦理校外性騷擾/性侵害和性霸凌防治、情感教育、性教育、身體自主等相關主題講座、工作坊、團體輔導、電影欣賞或讀書會。</p> <p>The Student Counseling Division continues to provide lectures, workshops, group counseling, movie appreciation or reading clubs on topics related to off-campus sexual harassment/sexual assault and bullying prevention, emotional education, sex</p>

				education, and physical autonomy.
6	<p>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</p> <p>Participate in community outreach work or collaborate with off-campus agencies in gender equality-related outreach activities</p>	<p>學務處 Student Affairs 學生諮商組 Student Counseling Division</p>	<p>110.01.01~110.12.31 January 1st,2021- December 31st,2021</p>	<p>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。</p> <p>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.</p>
7	<p>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)</p> <p>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.)</p>	<p>辦理此類活動之單位 Units that handle such activities 學務處 Student Affairs</p>	<p>110.01.01~110.12.31 January 1st,2021- December 31st,2021</p>	<p>學務處建立宣導平台，由活動辦理單位於活動前，要求參與人員至該平台學習性平教育資訊，完成參與者確認知悉性平資訊之登錄結果，再由學務處彙整並轉知活動辦理單位。</p> <p>The Student Affairs has established a publicity platform. Before the event, the event management unit requires participants to learn about sex education information on the platform, and complete the registration result of the participants confirming that they have learned about sex level information. The Student Affairs will then compile it and forward it to the event management unit.</p>

8	性別平等相關之文宣品製作 Production of publicity materials related to gender equality	學務處 Student Affairs 學生諮商組 Student Counseling Division	每學年 per academic year	製作發行性別平等教育宣導摺頁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 leaflets and gender equality education materials, or use mass media, websites and publications to promote the concept of gender equality.
9	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	110.01.01~110.12.31 January 1st,2021-December 31st,2021	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.
10	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 discrimination	人事室 Personnel's Office	110.01.01~110.12.31 January 1st,2021-December 31st,2021	落實性別工作平等法第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 based on gender or sexual orientation."



11	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	110.01.01~110.12.31 January 1st,2021-December 31st,2021	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，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.
12	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，加深法治觀念，鼓勵本校教職員工踴躍參加性平相關講座、講習、培訓及在職訓練。 In order to implement gender education and deepen the concept of the rule of law, NIU's faculty and staff are encouraged to actively participate in gender equality-related lectures, lectures, training and on-the-job training.

### 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
1	<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 General Affairs 事務組 General Service Division</p>	<p>110.01.01~110.12.31 January 1st,2021- December 31st,2021</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，並即時更新老舊零組件，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>
2	<p>監視設備維護更新 Monitor equipment maintenance updates</p>	<p>總務處 General Affairs 事務組 General Service Division</p>	<p>經常性 Regular</p>	<p>維護更新監視設備，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>

3	校園無障礙設施改善工程 Campus Barrier-Free Facilities Improvement Project	總務處 General Affairs 營繕組 Construction and Maintenance Division	110.01.01~110.12.31 January 1st,2021-December 31st,2021	<p>校園無障礙設施改善工程為一多年期計畫(101 年~111 年)，已逐年辦理改善完成；110 啟動園藝系館改善或替代計畫。(園藝系館、食品科學實習工廠二棟建築，為配合城南校區開發空間整併利用，已計畫 110、111 年拆除)</p> <p>The improvement project of the barrier-free facilities on campus is a multi-year plan (2012-2022), and the improvement has been completed year by year. The improvement or replacement plan of the Department of Horticulture started in 2021. (The two buildings of the Department of Horticulture and the Food Science Internship Factory are planned to be demolished in 2021 and 2022 for the purpose of coordinating and utilizing the development space of the Campus located close to Yilan Scientific Park.)</p>
4	舉行校園空間安全檢視說明會 Hold a briefing session on campus space safety inspection	總務處 General Affairs	110.01.01~110.12.31 January 1st,2021-December 31st,2021	<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>

**四、性平會校園性別事件調查組及統籌事項(學務處)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									
1	召開性別平等教育委員會會議 Hold a meeting of the Gender Equality Education Committee	學務處 Student Affairs	110.01.01~110.12.31 January 1st,2021- December 31st,2021	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									
2	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 Gender Equality Education Committee, various units	110.01.01~110.12.31 January 1st,2021- December 31st,2021	<p>110 年度性別平等教育專款為 219,000 元，編列支出用途如下表： The special fund for gender equality education in 2011 is NT\$219,000, and the expenditure is listed in the following table:</p> <p align="right">單位千元 unit: thousand</p> <table border="1"> <thead> <tr> <th>支出用途別 objects of expenditure</th> <th>金額 amount</th> <th>編列說明 instructions</th> </tr> </thead> <tbody> <tr> <td>其他旅運費 Other travel charges</td> <td align="center">3.5</td> <td>性別平等教育活動講師交通費 16 趟*218 元 Gender Equality Education Activities Lecturer Transportation Expenses 16 trips * NT\$218</td> </tr> <tr> <td>印刷及裝訂費 Printing and binding fees</td> <td align="center">20.0</td> <td>性別平等教育宣導、推廣之文宣印製 200 份*100 元 Promote Gender Equality Education's literature and printing 200 copies * NT\$100</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	3.5	性別平等教育活動講師交通費 16 趟*218 元 Gender Equality Education Activities Lecturer Transportation Expenses 16 trips * NT\$218	印刷及裝訂費 Printing and binding fees	20.0	性別平等教育宣導、推廣之文宣印製 200 份*100 元 Promote Gender Equality Education's literature and printing 200 copies * NT\$100
支出用途別 objects of expenditure	金額 amount	編列說明 instructions											
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印刷及裝訂費 Printing and binding fees	20.0	性別平等教育宣導、推廣之文宣印製 200 份*100 元 Promote Gender Equality Education's literature and printing 200 copies * NT\$100											

				講課鐘點稿費出 席審查及查詢費 Lecture hour manuscript fee Attendance review and inquiry fee	54.9	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*2 案=10,000 元；校園性侵害或性騷擾之撰寫 調查報告費 3,000 元/案*2 案=6,000 元；性別平等教育 活動之講師費 2000 元/節*19 節=38,000 元；機關健保 補充費 10,000 元(出席費)*1.91%+38,000 元(講師 費)*1.91%=917 元 Off-Campus Investigator Attendance Fee for Sexual Assault or Harassment on Campus 2500 each time*2 times*2cases=NT\$10,000 ; Fee for writing an investigation report for sexual assault or harassment on campus NT\$3,000 each case*2cases=NT\$6,000 ; Lecturer fees for gender equality education activities NT\$2,000 each lesson*19 lessons=NT\$38,000; Institutional health insurance supplementary fees NT\$10,000(attendance)*1.91%+38,000(lecture fees)*1.91%= NT\$917
				辦公(事務)用品 Office supplies	6.0	性別平等教育活動用品、文具 Gender Equality Education's supplies
				報章雜誌 Newspapers and magazines	5.8	性別平等教育活動使用書籍 20 本*300 元 Books use for Gender Equality Education 20 books * NT\$300
				食品 food	48.8	性別平等教育委員會會議、性別平等教育活動等餐飲費 610 人次*80 元 Gender Equity Education Committee Meeting, Food and Beverages for Gender Equality Education Activities 610 persons* NT\$80

				其他 other	80.0	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 Grants for courses related to gender equality education NT\$10,000 each course*4 courses*2 semester= NT\$80,000
				合計 total	219	
3	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	學務處 Student Affairs	經常性辦理 Regular processing	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.		
4	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	人事室 Personnel's Office	經常性辦理 Regular processing	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".
5	<p>追蹤性侵害或性騷擾事件當事人之懲處及協助之決議</p> <p>Resolution on tracking the punishment and assistance of the parties involved in the sexual assault or sexual harassment</p>	<p>學務處 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。</p> <p>Handle in accordance with the campus sexual assault, sexual harassment or sexual bullying prevention guidelines and related regulations.</p>
6	<p>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</p> <p>Gender-related incidents handled by the Gender Equality Committee and information on the perpetrators have been archived</p>	<p>學務處 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。</p> <p>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.</p>
7	<p>維護充實性別平等教育網頁</p> <p>Maintain the Enrichment Gender Equity Education webpage</p>	<p>性別平等教育委員會、各單位 Gender Equality Education Committee, various units</p>	<p>經常性辦理 Regular processing</p>	<p>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。</p> <p>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.</p>