

Chaoyang University of Technology

Guidelines for the Establishment of Gender Equity Education Committee

Established at the 5th Administrative Meeting for the 2nd Semester of the 1999 Academic Year (2000.04.26)

Amended at the 3rd Administrative Meeting for the 2nd Semester of the 2002 Academic Year (2003.03.19)

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Amended at the 1st University Affairs Meeting for the 1st Semester of the 2005 Academic Year (2005.11.02)

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Amended at the 2nd University Affairs Meeting for the 2nd Semester of the 2008 Academic Year (2009.05.27)

Amended at the 1st Gender Equity Education Committee Meeting for the 1st Semester of the 2012 Academic Year (2012.10.29)

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Amended at the 2nd Gender Equity Education Committee Meeting for the 1st Semester of the 2021 Academic Year (2022.01.18)

Amended at the Ad Hoc University Affairs Meeting for the 1st Semester of the 2021 Academic Year (2022.01.19)

Amended at the 1st Gender Equity Education Committee Meeting for the 2nd Semester of the 2023 Academic Year (2024.03.19)

Amended at the University Affairs Meeting for the 1st Semester of the 2024 Academic Year (2024.11.06)

Article 1

The "Guidelines for the Establishment of Gender Equity Education Committee" (hereinafter referred to as "the Guidelines") are formulated in accordance with Articles 6 and 9 of the Gender Equity Education Act and Article 15 of the CYUT Organizational Regulations.

Article 2

The Gender Equity Education Committee (hereinafter referred to as "the Committee") at CYUT comprises 17 members. All members must demonstrate gender equity awareness; female members shall constitute more than half of the total membership. The President serves as the Chairperson of the Committee. Ex-officio members include the Secretary General, Dean of Academic Affairs, Dean of Student Affairs, Dean of General Affairs, Director of the Student Development Center, and Chief Human Resources Officer. The President appoints the remaining members in accordance with the following procedures:

1. Six teacher representatives are nominated by the colleges, two staff representatives are nominated by the Office of Human Resources, and two student representatives are nominated by the Student Union.
2. Nominating units will propose twice the number of candidates required, and female

nominees shall constitute more than half of the total. The President will then select the members from this pool of nominees.

Article 3

Committee members serve a two-year term, which may be renewed upon expiration. If a member is unable to complete their term for any reason, the vacancy will be filled as follows: ex-officio members are filled by their successors in office, while vacancies among selected members shall be filled through nominations by the respective college, Office of Human Resources, or Student Union. The successor will serve only for the remainder of the original term.

Article 4

The Committee is responsible for planning and promoting gender equity education initiatives, including the following:

1. Consolidating resources from various units to develop short-term, mid-term, and long-term plans for gender equity education in accordance with the Gender Equity Education Act, the Gender Equity Education White Paper, and the Gender Equality Policy Guidelines; implementing these plans and evaluating their outcomes.
2. Planning and organizing events and activities related to gender equity education.
3. Researching, developing, and promoting gender equity education curricula, teaching methods, and instructional materials.
4. Drafting and enforcing regulations for implementing gender equity education and preventing sexual assault, sexual harassment, and sexual bullying; establishing mechanisms and coordinating related resources.
5. Investigating and addressing cases related to gender equity.
6. Planning and establishing a gender-equitable and safe campus environment.
7. Nominating and evaluating individuals who have made significant contributions to gender equity education and recommending them to relevant committees for recognition and rewards.
8. Addressing other tasks related to gender equity education.

Article 5

The Committee meetings are presided over by the Chairperson. If the Chairperson is unable to attend, they may designate a member to act as deputy. If the Chairperson is unable to designate a deputy, the attending members may elect one among themselves to preside over the meeting.

Article 6

Ex-officio members who are unable to attend in person may designate a representative to participate in the meeting, including the right to speak and vote.

If a matter under discussion involves a member, their spouse, a relative within the third degree of kinship, or any person with a prior relationship of a similar nature, the member shall recuse themselves. Should the members fail to recuse themselves, the Chairperson may direct them to withdraw. For other matters where recusal is required but not observed, the Committee may resolve to request the member's withdrawal.

Article 7

Committee meetings may proceed if more than half of the members are present. Decisions regarding cases of sexual assault, sexual harassment, or sexual bullying shall require the approval of at least two-thirds of the attending members. Decisions on other matters require the approval of a simple majority of the attending members.

Members who recuse themselves from discussions are not counted as attending members when calculating the quorum or votes for decisions referred to in the preceding paragraph.

When the Committee is entrusted to handle complaints of sexual harassment involving faculty and staff in accordance with the Gender Equality in Employment Act, the Sexual Harassment Prevention Act, the Regulations of Sexual Harassment Prevention, or the Regulations for Establishing Measures of Prevention, Correction, Complaint and Punishment of Sexual Harassment at the Workplace, student representatives are excluded from participation, and they are not counted in the quorum for the meeting.

Article 8

The Committee appoints an Executive Secretary, who concurrently holds the position of Secretary General and is responsible for executing all administrative affairs of the Committee.

Article 9

To facilitate the implementation of key tasks outlined in the Guidelines, the Committee may establish special project teams. The Chairperson appoints team leaders, and the required funding and personnel are approved separately, with support from relevant units.

Article 10

The Committee convenes meetings once per semester as a general rule, with additional ad hoc meetings scheduled as necessary.

Article 11

When the Committee receives reports of campus sexual assault, sexual harassment, or sexual bullying or is entrusted with investigating or handling complaints related to sexual harassment involving faculty and staff or other gender equity-related issues, the Chairperson shall designate a Gender Equity Incident Review Team (hereinafter referred to as "the Review Team") consisting of at least three members. The Review Team shall decide whether to accept the case in accordance with the relevant provisions. If the case is accepted, an investigation team will be formed, consisting of three or five members, based on the nature of the incident.

The proportion of female members in the investigation team referred to in the preceding paragraph shall exceed half of the total membership. If necessary, team members may be recruited externally, either partially or entirely.

Article 12

The Guidelines are implemented after being reviewed by the Committee, approved by the University Affairs Meeting, and confirmed by the President. The same process applies to any amendments.

Remarks:

If there are any discrepancies between the English and Chinese versions of the Guidelines, the Chinese version prevails.