

Yuan Ze University Campus Bullying Prevention Implementation

Regulations

Passed by the 10th Administrative Meeting of the 111th Academic Year

December 7, 2023

Article 1: To promote the prevention of campus bullying and clarify the rights, responsibilities, and processing procedures of faculty, staff, and students, in accordance with the "Campus Bullying Prevention Guidelines" of the Ministry of Education, these regulations are established and referred to as these regulations.

Article 2: Definitions of terms related to campus bullying:

1. Bullying: Refers to actions such as derogation, exclusion, bullying, harassment, or ridicule against others, whether individuals or groups, directly or indirectly, through verbal language, text, images, symbols, physical actions, electronic communication, the internet, or other means, creating a hostile or unfriendly environment, resulting in mental, physical, or property damage or affecting the normal conduct of learning activities.
2. Campus Bullying: Refers to bullying behaviors that occur within or outside the campus by faculty, staff, or students of this university against students or by principals, teachers, staff, and students of different schools against students.
3. Student: Refers to those with registered student status at this university, those not registered during the interregnum between academic programs, those receiving continuing education, exchange students, educational internship students, or research students.
4. Teacher: Refers to full-time teachers, adjunct teachers, substitute teachers, substitute teachers, instructors, volunteer service personnel used to assist teaching, actual educational internship students, and other personnel engaged in teaching or research.
5. Staff and Workers: In addition to the aforementioned teachers, they refer to personnel who carry out school affairs regularly or periodically or volunteer service personnel used to assist school affairs.

Bullying as referred to in the first paragraph constitutes sexual bullying as referred to in Article 2, paragraph 5 of the Gender Equality Education Act and shall be handled in accordance with the provisions of that Act.

Article 3

In order to implement the prevention of campus bullying, this university shall strengthen the implementation of student legal education, moral education, human rights education, life education, gender equality education, information ethics education, deviation behavior prevention, and victim prevention and advocacy in accordance with relevant regulations.

Article 4

This university shall regularly conduct relevant training sessions or combine them with internal meetings to strengthen the willingness, knowledge, and recognition and processing capabilities of faculty and staff in preventing campus bullying.

Article 5

In the advocacy, handling, or counseling procedures of campus bullying incidents, restorative justice strategies may be used to reduce conflicts, promote reconciliation, and repair relationships.

Article 6

Whenever faculty and staff of this university suspect a campus bullying incident, they shall immediately report it to the university's campus bullying complaint hotline at 03-4638800 ext. 2243 or 03-4553698, and no later than twenty-four hours after learning of it. Tutors and department counselors shall immediately interview relevant personnel and make records. The military training office shall report to the Ministry of Education for campus security notification.

Article 7

After a report of suspected campus bullying, except when investigation is necessary, or in consideration of public interest or other legal provisions, the names or other identifying information of the perpetrator, victim, informant, witness, and assisting investigators shall be kept confidential.

Article 8

In the case of a suspected campus bullying incident, the applicant or their legal representative (hereinafter referred to as the "applicant") may apply for an investigation of the behavior of the person who carried out the behavior when it occurred at the school to which the person belongs when the behavior occurred. When this university receives an application for investigation or a report, if it is confirmed that this university is not the school being investigated, it shall transfer the case to the school being investigated for handling within three working days and notify the parties involved.

Article 9

This university shall establish a "Campus Bullying Prevention Response Team" (hereinafter referred to as the "Response Team") to handle the prevention, investigation, confirmation, counseling, and other related matters of campus bullying incidents. The vice president shall serve as the convener, and the dean of student affairs shall serve as the deputy convener. Members include the director of the military training office, the head of the counseling and career guidance team, the head of the life guidance team, representatives of teachers from each college, 1 in total, representatives of parents, 1 in total, representatives of students, 1 in total, representatives of mental health

professionals, representatives of legal professionals, and those who assist in investigating and adjudicating campus bullying incidents.

Members of the Response Team serve a one-year term and may be reappointed. When a member's term expires during their tenure, they shall be reappointed, and their term shall expire when the term of the vacated member expires.

Article 10

Meetings shall be convened by the convener, and in the absence of the convener, a member shall be designated to act on their behalf. For a meeting to be held, more than half of the members shall be present, and a resolution shall be adopted with the consent of more than half of the members present.

When the Response Team convenes a meeting to review a bullying incident, if necessary, it may invite department (unit) counseling instructors, department (unit) psychologists, representatives from the general affairs office, staff representatives, gender equality education committee members, special (unit) psychologists, representatives from the general affairs office, staff representatives, gender equality education committee members, special education professionals, academic experts, and legal professionals to attend and assist in the investigation.

Article 11

Upon receiving an application for investigation or a report, the university shall convene a Response Team meeting within three working days to initiate the investigation and processing procedures. In cases specified in the second paragraph, a group of three or more members may be assigned by the Response Team if necessary. The university shall notify the applicant or informant in writing within twenty days of receiving the request for investigation or report to inform them whether the request has been accepted.

The university shall not accept the request under the following circumstances:

- a. Matters not specified in these Regulations.
- b. Lack of specific content, or the applicant or informant has not provided their real name.
- c. The same incident has been concluded.

The written notice of non-acceptance shall specify the reasons.

Article 12

If the university does not accept the request, it shall notify the applicant or informant in writing, and the applicant or informant may, within twenty days from the day following the receipt of the non-acceptance notice, submit a written request for reconsideration to the university. A request for reconsideration of non-acceptance shall be limited to one submission.

Article 13

Upon receiving an appeal, the university shall refer the application for investigation or report to the Response Team for reconsideration of acceptance matters. The university shall notify the appellant in writing of the results of the appeal within twenty days. If the appeal is justified, the Response Team shall conduct an investigation in accordance with relevant regulations.

Article 14

The university shall complete the investigation of applications for investigation, reports, or transfers within two months from the date of acceptance, and may extend this period if necessary, up to two times, each extension not exceeding one month. The applicant and the party involved shall be informed.

Article 15

When investigating campus bullying incidents, the following procedures shall be followed:

- a. During the investigation, both parties involved shall be given the opportunity to express their opinions. If either party is a minor, they may be accompanied by their legal guardian.
- b. Avoid direct confrontation between the party involved and the accused. However, based on educational and counseling needs, if both parties and their legal guardians agree, and there are no situations of unequal power or status, this restriction does not apply.
- c. The party involved shall not be allowed to confront the informant or witnesses. However, with the consent of both parties and their legal guardians, and in the absence of unequal power or status, this restriction does not apply.
- d. Additional written materials within the scope of confidentiality may be prepared for review by the party involved or those assisting in the investigation, based on the necessity of the investigation.
- e. The names and other identifying information of the party involved, the informant, witnesses, or those assisting in the investigation shall be kept confidential during the investigation. However, this restriction does not apply when necessary for the investigation or public interest.
- f. If the applicant withdraws the application for investigation, for the purpose of clarifying legal responsibilities, the investigation may continue based on the decision of the Response Team, at the request of the party involved, or when the competent authority deems the circumstances to be significant.

Article 16

After completing the investigation, the university shall, within two months, either handle the matter itself or refer it to the relevant authorities in accordance with relevant laws, regulations, or school regulations. The results of the handling, along with the facts and reasons, shall be communicated in writing to the applicant, informant, and the party involved.

When notifying the applicant and the party involved of the handling results, the investigation report shall be provided, and the procedure for filing an objection and the deadline for doing so shall also be communicated.

Article 17

If the applicant or the party involved is dissatisfied with the university's investigation and handling results, they may, within twenty days from the day following the receipt of the written notice, file a written objection with the university, specifying the reasons. If they choose to make an oral objection, the university shall make a record, which shall be read to or reviewed by the applicant or

the party involved. After confirming its accuracy, they shall sign or affix a seal. Only one objection is allowed.

Article 18

Upon receiving the objection, the university shall promptly form an evaluation committee and make a decision with reasons within thirty days. During the evaluation meeting, the appellant may be given an opportunity to present their opinions if necessary.

Article 19

The investigation and handling of cases shall not be affected by whether judicial proceedings regarding the incident are ongoing or by the results of such proceedings. The investigation process shall not be suspended even if the party involved loses their original status.

Article 20

If a party involved is dissatisfied with the university's handling of a campus bullying incident, they may file an appeal in accordance with the Teacher's Law, the university's student complaint procedures, or relevant regulations.

Article 21

All individuals involved in the investigation and handling of campus bullying incidents shall maintain confidentiality. Any unauthorized disclosure shall be subject to punishment in accordance with the Criminal Law or other relevant regulations.

Article 22

Upon the completion of the investigation of campus bullying incidents and the decision by the Response Team, the handling status, investigation report, and minutes of the Response Team meetings shall be submitted for approval by the university president and kept on record for reference.

Article 23

Any matters not covered by these regulations shall be handled in accordance with the "Campus Bullying Prevention Guidelines" of the Ministry of Education.

Article 24

These regulations shall be implemented after approval by the administrative council, and the same shall apply when amendments are made.