

## 8.2.9 Employment practice labour rights Year: in place by 2024

1. Female and international workers are entitled to the same rights, including convening a labor-management meeting every three months

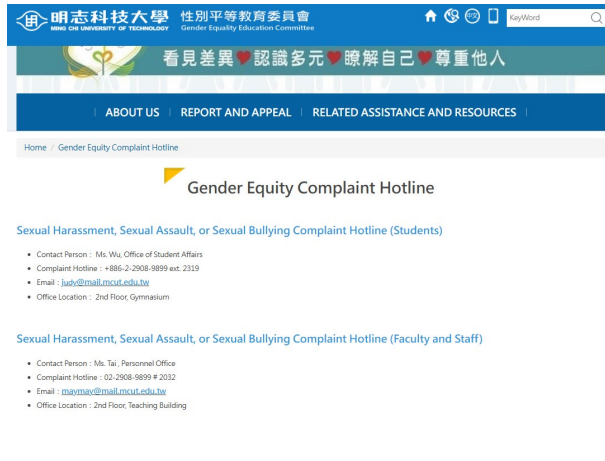
明志不分性別和國際工作人員，一律享有同等權益，每三個月召開勞資會議，協調勞資關係改善等事項

| <div><div>明志科技大學</div><div>Ming Chi University of Technology</div></div> <div><div>規章編號</div><div>Document No.</div><div>A220510003</div></div> <div><div>適用勞基法人員勞資會議設置要點</div><div>Guidelines for Labor-Management Meetings for Personnel Covered Under the Labor Standards Act</div></div> <div><div>制定部門：人事室</div><div>Established by: Personnel Office</div><div>中華民國 107 年 10 月 16 日 制訂</div><div>Revised on October 16, 2018</div></div> | <div><div>Article 4</div><div>The term of office for representatives of this Meeting is 4 years. Labor side representatives are eligible for re-election, and management side representatives are eligible for reappointment. The term commences the day after the expiration of the previous representatives' term. However, the term for substitute representatives starts from the date of substitution and lasts until the end of that term.</div></div> <div><div>第五條</div><div>本會之主席，由勞資雙方代表各推派一人輪流擔任之。但必要時，得共同擔任之。</div></div> <div><div>Article 5</div><div>The Chair of this Meeting is to be alternately appointed by representatives from both the labor and management sides. If necessary, the position can be jointly held.</div></div> <div><div>第六條</div><div>本會至少每三個月舉辦一次，必要時得召開臨時會議。</div></div> <div><div>Article 6</div><div>The Meeting shall be held at least once every 3 months, with special meetings convened as necessary.</div></div> <div><div>第七條</div><div>本會應有勞資雙方代表各過半數之出席，協商達成共識後做成決議；無法達成共識者，其決議應有出席代表四分之三以上之同意。本會代表因故無法出席時，得提出書面意見。前項未出席代表，不列入出席及決議代表人數之計算。</div></div> <div><div>Article 7</div><div>The Meeting should have more than half of the representatives from both labor and management sides in attendance. Decisions are made by consensus after consultation; if a consensus cannot be reached, decisions require the agreement of at least three-quarters of the attending representatives.</div></div> <div><div>3</div></div> <div><div>約聘人員勞資會議設置要點</div><div>Guidelines for Labor-Management Meetings for Personnel Covered Under the Labor Standards Act</div></div> |      |    |    |    |    |   |    |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |    |     |      |   |  |    |     |      |   |  |    |     |      |   |  |    |     |      |   |  |    |     |      |   |  |
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| <div><div>● 勞資委員會委員名單</div><div>114-117年度勞資委員會委員名單</div><div>110-113年度勞資委員會委員名單</div><div>106-109年度勞資委員會委員名單</div><div>104-105年度勞資委員會委員名單</div></div>                                                                                                                                                                                                                                                                                          | <div><div>明志科技大學 114-117 年度勞資會議委員會委員名單</div><table><tr><th>No</th><th></th><th>職稱</th><th>性別</th><th>備註</th></tr><tr><td>1</td><td>孟魁</td><td>資方代表</td><td>男</td><td></td></tr><tr><td>2</td><td>周金萬</td><td>資方代表</td><td>男</td><td></td></tr><tr><td>3</td><td>劉豐瑞</td><td>資方代表</td><td>男</td><td></td></tr><tr><td>4</td><td>翁偉泰</td><td>資方代表</td><td>男</td><td></td></tr><tr><td>5</td><td>郭宜雅</td><td>資方代表</td><td>男</td><td></td></tr><tr><td>6</td><td>陳勝吉</td><td>資方代表</td><td>男</td><td></td></tr><tr><td>7</td><td>林義楠</td><td>資方代表</td><td>男</td><td></td></tr><tr><td>8</td><td>徐雅玲</td><td>勞方代表</td><td>女</td><td></td></tr><tr><td>9</td><td>祝明勤</td><td>勞方代表</td><td>女</td><td></td></tr><tr><td>10</td><td>趙煥鈞</td><td>勞方代表</td><td>男</td><td></td></tr><tr><td>11</td><td>王思謙</td><td>勞方代表</td><td>男</td><td></td></tr><tr><td>12</td><td>郭育銘</td><td>勞方代表</td><td>男</td><td></td></tr><tr><td>13</td><td>陶韻然</td><td>勞方代表</td><td>女</td><td></td></tr><tr><td>14</td><td>徐宛琪</td><td>勞方代表</td><td>女</td><td></td></tr></table><div><div>說明：1. 本會置委員 14 名，資方代表 7 名（當然委員），勞方代表 7 名（男 3、女 4），均為無給職，任期四年，連選得連任。</div><div>2. 勞方代表任一性別委員應達委員總數之 1/3 以上。</div></div></div>                                                                                                                                                                                                                                                                                                                                                                                                                                        | No   |    | 職稱 | 性別 | 備註 | 1 | 孟魁 | 資方代表 | 男 |  | 2 | 周金萬 | 資方代表 | 男 |  | 3 | 劉豐瑞 | 資方代表 | 男 |  | 4 | 翁偉泰 | 資方代表 | 男 |  | 5 | 郭宜雅 | 資方代表 | 男 |  | 6 | 陳勝吉 | 資方代表 | 男 |  | 7 | 林義楠 | 資方代表 | 男 |  | 8 | 徐雅玲 | 勞方代表 | 女 |  | 9 | 祝明勤 | 勞方代表 | 女 |  | 10 | 趙煥鈞 | 勞方代表 | 男 |  | 11 | 王思謙 | 勞方代表 | 男 |  | 12 | 郭育銘 | 勞方代表 | 男 |  | 13 | 陶韻然 | 勞方代表 | 女 |  | 14 | 徐宛琪 | 勞方代表 | 女 |  |
| No                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | 職稱   | 性別 | 備註 |    |    |   |    |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |    |     |      |   |  |    |     |      |   |  |    |     |      |   |  |    |     |      |   |  |    |     |      |   |  |
| 1                                                                                                                                                                                                                                                                                                                                                                                                                                              | 孟魁                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 資方代表 | 男  |    |    |    |   |    |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |    |     |      |   |  |    |     |      |   |  |    |     |      |   |  |    |     |      |   |  |    |     |      |   |  |
| 2                                                                                                                                                                                                                                                                                                                                                                                                                                              | 周金萬                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 資方代表 | 男  |    |    |    |   |    |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |    |     |      |   |  |    |     |      |   |  |    |     |      |   |  |    |     |      |   |  |    |     |      |   |  |
| 3                                                                                                                                                                                                                                                                                                                                                                                                                                              | 劉豐瑞                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 資方代表 | 男  |    |    |    |   |    |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |    |     |      |   |  |    |     |      |   |  |    |     |      |   |  |    |     |      |   |  |    |     |      |   |  |
| 4                                                                                                                                                                                                                                                                                                                                                                                                                                              | 翁偉泰                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 資方代表 | 男  |    |    |    |   |    |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |    |     |      |   |  |    |     |      |   |  |    |     |      |   |  |    |     |      |   |  |    |     |      |   |  |
| 5                                                                                                                                                                                                                                                                                                                                                                                                                                              | 郭宜雅                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 資方代表 | 男  |    |    |    |   |    |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |    |     |      |   |  |    |     |      |   |  |    |     |      |   |  |    |     |      |   |  |    |     |      |   |  |
| 6                                                                                                                                                                                                                                                                                                                                                                                                                                              | 陳勝吉                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 資方代表 | 男  |    |    |    |   |    |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |    |     |      |   |  |    |     |      |   |  |    |     |      |   |  |    |     |      |   |  |    |     |      |   |  |
| 7                                                                                                                                                                                                                                                                                                                                                                                                                                              | 林義楠                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 資方代表 | 男  |    |    |    |   |    |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |    |     |      |   |  |    |     |      |   |  |    |     |      |   |  |    |     |      |   |  |    |     |      |   |  |
| 8                                                                                                                                                                                                                                                                                                                                                                                                                                              | 徐雅玲                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 勞方代表 | 女  |    |    |    |   |    |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |    |     |      |   |  |    |     |      |   |  |    |     |      |   |  |    |     |      |   |  |    |     |      |   |  |
| 9                                                                                                                                                                                                                                                                                                                                                                                                                                              | 祝明勤                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 勞方代表 | 女  |    |    |    |   |    |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |    |     |      |   |  |    |     |      |   |  |    |     |      |   |  |    |     |      |   |  |    |     |      |   |  |
| 10                                                                                                                                                                                                                                                                                                                                                                                                                                             | 趙煥鈞                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 勞方代表 | 男  |    |    |    |   |    |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |    |     |      |   |  |    |     |      |   |  |    |     |      |   |  |    |     |      |   |  |    |     |      |   |  |
| 11                                                                                                                                                                                                                                                                                                                                                                                                                                             | 王思謙                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 勞方代表 | 男  |    |    |    |   |    |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |    |     |      |   |  |    |     |      |   |  |    |     |      |   |  |    |     |      |   |  |    |     |      |   |  |
| 12                                                                                                                                                                                                                                                                                                                                                                                                                                             | 郭育銘                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 勞方代表 | 男  |    |    |    |   |    |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |    |     |      |   |  |    |     |      |   |  |    |     |      |   |  |    |     |      |   |  |    |     |      |   |  |
| 13                                                                                                                                                                                                                                                                                                                                                                                                                                             | 陶韻然                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 勞方代表 | 女  |    |    |    |   |    |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |    |     |      |   |  |    |     |      |   |  |    |     |      |   |  |    |     |      |   |  |    |     |      |   |  |
| 14                                                                                                                                                                                                                                                                                                                                                                                                                                             | 徐宛琪                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 勞方代表 | 女  |    |    |    |   |    |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |    |     |      |   |  |    |     |      |   |  |    |     |      |   |  |    |     |      |   |  |    |     |      |   |  |
| <div><div>https://sustainability.mcut.edu.tw/var/file/65/1065/img/2153/273398564.pdf</div><div>https://personnel.mcut.edu.tw/p/404-1003-12459.php?Lang=zh-tw</div></div>                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |      |    |    |    |    |   |    |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |   |     |      |   |  |    |     |      |   |  |    |     |      |   |  |    |     |      |   |  |    |     |      |   |  |    |     |      |   |  |

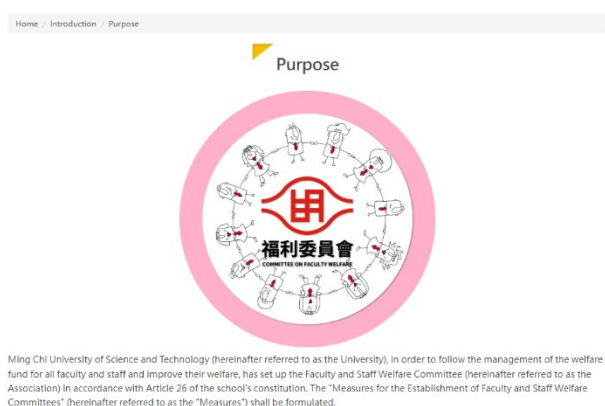
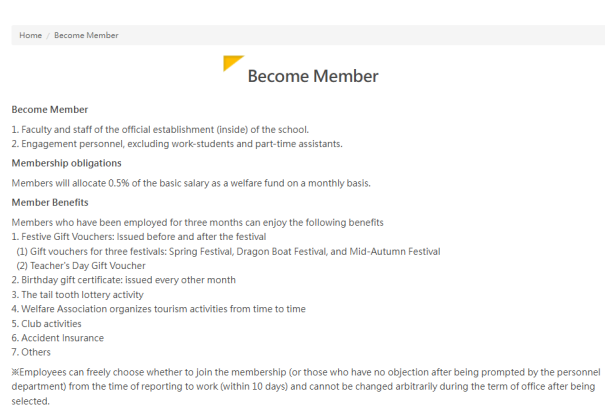
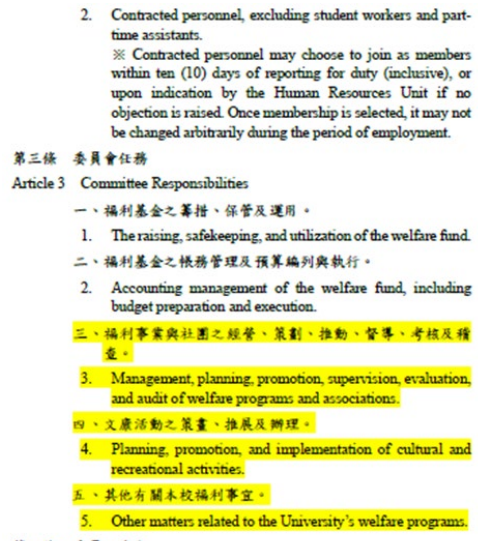
## 2. Regularly convening meetings on gender equality to strengthen gender equality concepts

定期召開性別平等教育會議，提升性別平權觀念

|                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
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| <div>明志科技大學</div> <div><div>規章編號</div><div>A210040008</div></div>                                                                                                                   | <div><div>明志科技大學</div><div>性別平等教育實施辦法</div><div>94.10.11 校務會議編訂<br/>113.10.30 校務會議修訂</div></div> <div><div>第一條 為提升本校教職員工生性別平權觀念，消除性別歧視，並建立性別平等之教育環境，爰依據性別平等教育法第十二條，訂定「性別平等教育實施辦法」（以下簡稱本辦法）。</div><div>第二條 為落實本辦法特設置「性別平等教育委員會」（以下簡稱本委員會）</div><div>第三條 本委員會之職責如下：<div><div>一、統整校內各單位相關資源，擬訂性別平等教育實施計畫，落實並檢視其實施成果。</div><div>二、規劃或辦理學生、教職員工及家長性別平等教育相關活動。</div><div>三、研發並推廣性別平等教育之課程、教學及評量。</div><div>四、研擬本校性別事件之防治規定，建立機制，並協調及整合相關資源。</div><div>五、調查及處理與性別平等教育有關之案件。</div><div>六、規劃及建立性別平等之安全校園空間。</div><div>七、推動社區有關性別平等之家庭教育與社會教育。</div><div>八、其他關於學校或社區之性別平等教育事務。</div></div></div><div>第四條 本委員會置委員十五至二十一人，由下列委員組成：<div><div>一、當然委員：校長、教務長、學務長、總務長、國際長、人事主任、學輔組長七人。校長為主任委員，學務長為副主任委員。</div><div>二、選任委員：由校長遴聘教師與職員代表七人至十人。</div><div>三、學生委員：學生代表二人至四人。</div></div><div>選任委員任期二年、學生委員任期一年，每年改選任期屆滿之委員，連選得連任之，委員應具性別平等意識，且不得有違反性別平等之行為，其中女性委員應占委員總數二分之一以上，並得聘家長代表及性別平等教育相關領域之專家學者為諮詢委員。委員出缺遞補時，其遞選程序亦同。</div></div></div> |
| <div><div>明志科技大學</div><div><div>規章編號</div><div>A210050011</div></div></div> <div><div>校園性別事件防治規定</div></div> <div><div>制定部門：明志科技大學秘書室</div><div>中華民國 113 年 10 月 30 日 修訂</div></div> | <div><div>明志科技大學</div><div>校園性別事件防治規定</div><div>94.10.11 校務會議編訂<br/>113.10.30 校務會議修訂</div></div> <div><div>第一章 總則</div><div><div>第一條 本校依據性別平等教育法第二十一條第二項、性騷擾防治法第七條及教育部校園性別事件防治準則第三十八條，特訂定「校園性別事件防治規定」（以下簡稱本規定）。</div><div>第二條 本規定之目的如下：<div><div>一、完善校園安全規劃，落實校園性別事件防治工作。</div><div>二、明訂校內外教學與活動及人際互動注意事項，尊重多元性別差異，消除性別歧視。</div><div>三、訂定校長及教職員工與性或性別有關專業倫理及主動迴避陳報事項，不得發展以性行為或情感為基礎等有違專業倫理之關係。</div><div>四、律訂校園性別事件之定義、處理機制、程序及救濟方式，確保當事人之權益及隱私。</div><div>五、配合性別平等教育，宣示禁止校園性別事件之政策。</div></div></div><div>第三條 本規定重要用詞定義如下：<div><div>一、性侵害：指性侵害犯罪防治法所稱性侵害犯罪之行為。</div><div>二、性騷擾：指符合下列情形之一，且未達性侵害程度者：<div><div>（一）以明示或暗示之方式，從事不受歡迎且與性或性別有關之言詞或行</div></div></div></div></div></div></div>                                                                                                                                                                                                                                  |

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| <a href="https://sustainability.mcut.edu.tw/var/file/65/1065/img/2153/413370010.pdf">https://sustainability.mcut.edu.tw/var/file/65/1065/img/2153/413370010.pdf</a> |                                                                                    |
| <a href="https://sustainability.mcut.edu.tw/var/file/65/1065/img/2153/109382675.pdf">https://sustainability.mcut.edu.tw/var/file/65/1065/img/2153/109382675.pdf</a> |                                                                                    |
| <a href="https://gender.mcut.edu.tw/index.php">https://gender.mcut.edu.tw/index.php</a>                                                                             |                                                                                    |

### 3. Forming a welfare committee to plan for policies and activities related to employee welfare 成立福利委員會，籌劃所有員工的福利相關政策與活動

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| <a href="https://cfw.mcut.edu.tw/index.php?Lang=en">https://cfw.mcut.edu.tw/index.php?Lang=en</a>                                                                     |  |
| <a href="https://sustainability.mcut.edu.tw/var/file/65/1065/img/2153/A2Y1010002.pdf">https://sustainability.mcut.edu.tw/var/file/65/1065/img/2153/A2Y1010002.pdf</a> |  |



4. Providing a subsidy of TWD 200,000 for academic research projects of female teachers who have not carried out an NSTC project in the past three years  
補助近3年未執行國科會計畫之女性教師進行學術研究計畫 20 萬元

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| <div data-bbox="156 421 544 488"> <p>明志科技大學<br/>Ming Chi University of Technology</p> </div> <div data-bbox="552 421 646 488"> <p>規章編號<br/>Regulation Code<br/>A2A4160018</p> </div> <div data-bbox="215 656 579 745"> <p>教師學術研究補助辦法<br/>Regulations for Teachers' Academic<br/>Research Grants</p> </div> <div data-bbox="346 999 649 1075"> <p>制定部門：研究發展處<br/>中華民國 113 年 08 月 06 日 修訂<br/>Stipulated by: Office of Research and Development<br/>Amended on August 6, 2024</p> </div>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <div data-bbox="951 369 1259 461"> <p>明志科技大學<br/>Ming Chi University of Technology<br/>教師學術研究補助辦法<br/>Regulations for Teacher Academic Research Grants</p> </div> <div data-bbox="956 459 1355 517"> <p>99.03.16 校教評會議制訂<br/>113.08.06 研究發展會議修訂<br/>Stipulated at the University Faculty Evaluation Committee on March 16, 2010.<br/>Amended at the Research and Development Meeting on August 6, 2024.</p> </div> <div data-bbox="852 530 1362 1104"> <p><b>第一條 目的</b><br/>本校為鼓勵教師積極從事相關專題研究，提升研究水準，以增進學術研究能量，發展學校特色，訂定「教師學術研究補助辦法」(以下簡稱本辦法)。</p> <p><b>Article 1 Purpose</b><br/>To encourage teachers to actively engage in research projects, enhance research standards, increase academic research capabilities, and develop the school's distinct features, the Regulations for Teachers' Academic Research Grants (the "Regulations") are hereby established.</p> <p><b>第二條 經費來源</b><br/>教育部整體發展獎勵補助款、教育部計畫及學校編列預算支應。</p> <p><b>Article 2 Sources of Funds</b><br/>Funding for these grants comes from the Ministry of Education's Funding for Overall Development, Ministry of Education projects, and the university's budget.</p> <p><b>第三條 申請對象</b><br/>本辦法所適用對象為本校專任及專案教師。</p> <p><b>Article 3 Applicants</b><br/>The Regulations apply to full-time and project teachers at the university.</p> <p><b>第四條 申請資格</b><br/>一、一般型學術研究補助：教師(擔任計畫主持人)向國科會申請專題研究計畫與產學合作型計畫未獲通過且當年度未獲得國科會相關研究案者，得以原計畫內容提出申請。<br/>二、啟動型學術研究補助：到職一年內之新進教師，惟必須於入職當年度提出申請。若符合國科會新進人員定義之教師，自到職日起最多可補助至第三年，按逐年審查。欲申請第二年及第三年補助之教師，申請當年度須至少獲得國科會計畫1件，申請第三年補助之教師除獲國科會計畫1件外，須再符合下列與研究主題相關條件之一：(1) 期刊論文(SCI、SSCI或A&amp;HCI)1篇、(2)產學合作計畫1件或(3)專利1件，始得提出申請。若第二年未達申請條件，但第三年達到申請條件者，第二年無法申請補助，但第三年仍可提出申請。</p> </div>                                                                                                                                                                                                                                                                                                            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| <div data-bbox="226 1211 601 1234"> <p>請條件者，第二年無法申請補助，但第三年仍可提出申請。</p> </div> <div data-bbox="197 1234 649 1272"> <p><b>三、女性教師學術研究補助：近3年未執行國科會專題研究計畫之女性教師。</b></p> </div> <div data-bbox="197 1272 649 1312"> <p><b>四、大專生學術研究補助：教師指導學生申請國科會補助大專生研究計畫且當年度完全未獲通過者，得以原計畫內容提出申請。</b></p> </div> <div data-bbox="148 1312 287 1332"> <p><b>Article 4 Eligibility</b></p> </div> <div data-bbox="191 1332 649 1417"> <p><b>A. General Academic Research Grant:</b> Teachers (acting as Project Principal Investigators) who have not been approved for research projects or industry-academia collaboration projects by the National Science and Technology Council (NSTC) and who have not received relevant NSTC research grants in the same year may apply based on the original project content.</p> </div> <div data-bbox="191 1415 414 1435"> <p><b>B. Startup Academic Research Grant:</b></p> </div> <div data-bbox="191 1435 649 1697"> <p>New academic staff members starting service within one year, provided that the application must be filed in the same year of arrival. The Academic Staff Member who meets the NSTC's definition of new employees may receive the subsidy for no more than three years as of the date of arrival, and must be subject to the review on a yearly basis. The Academic Staff Member who wishes to apply for the subsidy for the second and third years must have been granted at least one NSTC project in the same year of the application. The Academic Staff Member who applies for the subsidy for the third year must have been granted one NSTC project and also satisfying any of the following conditions related to the research topic: The application may be filed only when the applicant completes (1) one piece of journal paper (SCI, SSCI and A&amp;HCI); (2) one industry-academic collaboration project, or (3) one patent. Suppose the eligibility criteria are not met in the second year but are met in the third year. In that case, the applicant will not be eligible to apply for the subsidy in the second year, but the applicant may still apply for the subsidy in the third year.</p> </div> <div data-bbox="191 1695 649 1731"> <p><b>C. Female Teachers' Academic Research Grant:</b> Female teachers who have not executed NSTC research projects in the past three years.</p> </div> <div data-bbox="191 1729 649 1794"> <p><b>D. College Students' Academic Research Grant:</b> Teachers guiding students applying for NSTC grants for college student research projects who have not been approved in the same year may apply based on the original project content.</p> </div> <div data-bbox="148 1794 261 1814"> <p><b>第五條 補助原則</b></p> </div> <div data-bbox="207 1814 649 1892"> <p>一、補助項目符合「教育部補(捐)助及委辦經費核撥結報作業要點」，其中學習型兼任助理費用支給標準，依本校「學生兼任助理學習與勞動權益保障處理規範-專題研究計畫兼任助理費用支給標準表」編列。</p> </div> <div data-bbox="207 1892 649 1951"> <p>二、申請啟動型及女性教師學術研究補助者，於任職本校期間內補助一次為限。申請一般型及大專生學術研究補助者，每位老師同一會計年度以補助一案為原則。</p> </div> <div data-bbox="207 1948 619 1971"> <p>三、曾獲本辦法補助，但未能於期限內辦理結案者，不得申請。</p> </div> <div data-bbox="148 1973 442 1993"> <p>Regulations for Teachers' Academic Research Grants 1</p> </div> | <div data-bbox="852 1214 1026 1234"> <p><b>Article 5 Grant Principles</b></p> </div> <div data-bbox="895 1234 1356 1337"> <p>A. The grant items shall comply with the Guidelines for the Allocation and Reporting of Funds for Ministry of Education Grants (Donations) and Commissioned Projects. The standard for paying part-time assistant fees for learning must comply with the university's Regulations for the Protection of Learning and Labor Rights of Part-time Assistants for Special Research Projects—Standard for Payment of Part-time Assistant Fees.</p> </div> <div data-bbox="895 1335 1356 1400"> <p><b>B. Applicants for startup and female teachers' academic research grants are eligible for a grant only once during their tenure at the university. Applicants for general and college students' academic research grants are eligible for one grant per teacher per fiscal year.</b></p> </div> <div data-bbox="895 1397 1356 1435"> <p>C. Teachers who have received grants under these Regulations but have failed to complete the project within the specified period are not eligible to reapply.</p> </div> <div data-bbox="852 1435 1010 1453"> <p><b>第六條 補助範圍及金額</b></p> </div> <div data-bbox="895 1453 1356 1532"> <p>一、一般型及女性教師學術研究補助經費支用範圍為研究用耗材、雜項費用及學習型兼任助理費用(限本校學生)，每案最高補助額度為20萬元，其中兼任助理費用所佔比例不得高於總補助金額50%。</p> </div> <div data-bbox="895 1532 1356 1608"> <p>二、啟動型學術研究補助經費支用範圍為研究設備費、研究用耗材及雜項費用及學習型兼任助理費用(限本校學生)，每案每年最高補助額度120萬元，其中研究設備費用所佔比例應達總補助金額50%以上。</p> </div> <div data-bbox="895 1608 1356 1646"> <p>三、大專生學術研究補助支用範圍為研究用耗材、雜項費用及學習型兼任助理費用(限本校學生)，每案補助額度1.2萬元。</p> </div> <div data-bbox="852 1646 1080 1666"> <p><b>Article 6 Grant Scope and Amount</b></p> </div> <div data-bbox="895 1666 1356 1751"> <p><b>A. For general and female teachers' academic research grants, expenses cover research consumables, miscellaneous expenses, and part-time assistant fees for learning (limited to students of the university). The maximum grant per project is NT\$200,000, and the proportion of part-time assistant fees should not exceed 50% of the total grant amount.</b></p> </div> <div data-bbox="895 1749 1356 1834"> <p><b>B. For startup academic research grants, expenses cover research equipment costs, research consumables, miscellaneous expenses, and part-time assistant fees for learning (limited to students of the university). The maximum annual subsidy per project is NT\$1.2 million, and the proportion of research equipment costs should be at least 50% of the total grant amount.</b></p> </div> <div data-bbox="895 1832 1356 1899"> <p><b>C. For college students' academic research grants, expenses cover research consumables, miscellaneous expenses, and part-time assistant fees for learning (limited to students of the university). The grant per project is NT\$12,000.</b></p> </div> <div data-bbox="852 1897 1008 1917"> <p><b>第七條 申請時間與方式</b></p> </div> <div data-bbox="895 1917 1345 1966"> <p>一、一般型、啟動型及女性教師學術研究補助申請時間於每年8-9月，大專生學術研究補助申請時間於每年7月，各項補助依研發處公告辦理。</p> </div> <div data-bbox="852 1973 1147 1993"> <p>Regulations for Teachers' Academic Research Grants 2</p> </div> |

<https://csr.mcut.edu.tw/var/file/31/1031/img/2105/A2A4160018.pdf>

<https://ord.mcut.edu.tw/p/412-1010-423.php?Lang=zh-tw>

5. Providing female workers with menstrual leave, maternity leave, miscarriage leave, pregnancy checkup leave, and tocolysis leave; MCUT has set up a breastfeeding room, and the Personnel Office would also assist female employees in applying for maternity subsidies under the labor (government employee and teacher) insurance

提供女性員工生理假、產假、流產假、產檢假、安胎假，本校有設立哺(集)乳室設置

## 明志科技大學 Ming Chi University of Technology

規章編號  
Document No.  
A220240028

### 考勤管理辦法 Regulations for Attendance

制定部門：人事室  
Established by: Personnel Office  
中華民國 113 年 12 月 24 日 修訂  
Revised on Dec. 24, 2024

#### 第三條 上班時間

##### Article 3: Working Hours

一、正常上班之時間為上午自 8:00 至 12:00，下午自 13:00 至 17:00。上班以每日 8 小時，每週 40 小時為原則。進修推廣處之教職員工依其簽辦規定時間上班。若因特殊情況需要，經簽請校長核准者，上班時間得另行規定。

二、擔任宿舍管理員工作同仁為三班輪班制，輪班更換班次原則至少間隔 11 小時，並發給輪班津貼（20:00～翌日 08:00 每小時 50 元）及點心代金（夜間值勤達 1 小時以上按次計發）。女性宿舍管理員於妊娠或哺乳期間（生產日起算一年）不得輪值夜班，未親自哺乳者經親自簽署證明文件得從事夜間工作。

2. Staff members responsible for dormitory management work in three rotating shifts. The principle is to have at least an 11-hour interval between shift changes. A shift allowance (NT\$50 per hour from 8:00 PM to 8:00 AM the following day) and a snack allowance (issued per occasion when on duty for more than one hour at night) are provided. Female dormitory management personnel shall not be assigned night shifts during pregnancy or the breastfeeding period (one year from the date of childbirth). Those who do not breastfeed personally may work at night if they provide a signed certificate.

Summary Table of Various Types of Leave

| Type of Leave     | Number of Leave Days for Administrative Staff                                                                                                                                                                                                                                                           | Number of Leave Days for Academic Staff                                                                                                                                        | Reason for Leave                                                                                                                                                               | Documentation                                                                                                                                                        | Salary and Allowances                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Notes                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|-------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Personal Leave    | A total of 14 days per year, of which family care leave is limited to 7 days per year.                                                                                                                                                                                                                  | Personal leave is limited to 7 days per year, and the total of personal leave and family care leave is limited to 14 days per year with attached proof.                        | 1. Personal matters that must be handled in person.<br>2. Need to personally take care of family members for pre-natal check-ups, serious illnesses, or other major incidents. | No documentation required.<br>Family care leave requires vaccination notice, medical certificate, and employment proof of spouse.                                    | 1. Administrative staff: unpaid.<br>2. Academic staff: paid (combined total of both types limited to 7 days, unpaid if exceeded).                                                                                                                                                                                                                                                                                                                                                                                                   | 1. Personal leave cannot exceed 5 days at a time, and is strictly not allowed if it exceeds 7 days.<br>2. Up to 7 days of family care leave per year is allowed for significant incidents involving relatives, which will be included in the personal leave total.                                                                                                                                                                                                                                                                                                                       |
| Family Care Leave | 10 days per academic year, with excess days counted as personal leave.                                                                                                                                                                                                                                  | 10 days per academic year, with excess days counted as personal leave.                                                                                                         | For treatment or rest due to general injuries or illnesses.                                                                                                                    | A medical certificate is required for leave longer than 2 days. For leave less than 2 days, the supervisor may request a medical certificate based on the situation. | 1. For administrative staff, any part of menstrual leave beyond 3 days, as well as the combined total of sick leave (with and without hospitalization) and prenatal leave within six months, is paid at half salary; unpaid if exceeded.<br>2. For academic staff, salary is paid for the combined total of sick leave (with and without hospitalization) and prenatal leave within six months, but substitute teaching fees will be deducted. Unpaid if exceeded six months, with the school bearing the substitute teaching fees. | 1. Hospitalized sick leave cannot exceed one year, including sick leave without hospitalization from the beginning of the illness to the end of the year.<br>2. Failure to return from sick leave on time may result in the leave being converted to personal leave or unpaid leave, and if still not recovered, an application for unpaid leave can be made, with a maximum duration of one year.<br>3. Dismissal may occur if not recovered after the period.<br>4. Pregnant women needing rest or outpatient cancer treatment are included in the "hospitalized sick leave" category. |
| Menstrual Leave   | Limited to 1 day of menstrual leave per month. Any days beyond 3 days of menstrual leave per year are counted as non-hospitalized sick leave.                                                                                                                                                           | Limited to 1 day of menstrual leave per month. Any days beyond 3 days of menstrual leave per year are counted as non-hospitalized sick leave.                                  | For female employees having difficulty working due to menstruation.                                                                                                            | No documentation required.                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| Sick Leave        | Without hospitalization: 10 days per academic year, with excess days counted as personal leave.<br>With hospitalization: The combined total of sick leave (with and without hospitalization) and prenatal leave cannot exceed 1 year within a 2-year period (must be calculated across academic years). | The combined total of sick leave (with and without hospitalization) and prenatal leave cannot exceed 1 year within a 2-year period (must be calculated across academic years). | 1. For treatment in a hospital due to general injuries or illnesses.<br>2. For rest prescribed by a doctor during pregnancy.                                                   | A medical certificate is required.                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| Prenatal Leave    |                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                                |                                                                                                                                                                                |                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |

|                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                |                                                                                      |                                                                                                                                                                                                                                                                                  |              |                                                                                                                                                                                                                                                                                                                                                                                                                          |
|----------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|--------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Prenatal Check-up Leave          | 7 days                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 8 days         | For prenatal examinations during pregnancy                                           | Doctor's diagnosis or stamp in the Maternal Health Handbook, Maternal Health Handbook, and receipt from the obstetrics and gynecology clinic. If the Maternal Health Handbook has not been issued during the early stages of pregnancy, a diagnosis certificate may be attached. | Paid leave   | After using up the first 5 days of 'Prenatal Check-up Leave', female employees can apply for an additional 2 days of 'Prenatal Check-up Leave'. Those under the Labor Standards Act who wish to apply for 'Prenatal Check-up Leave' must coordinate with the Personnel Office to fill out an application form for prenatal check-up leave salary subsidy.                                                                |
| Paternity Leave                  | 7 days                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 7 days         | Spouse's childbirth                                                                  | Doctor's diagnosis or birth certificate                                                                                                                                                                                                                                          | Paid leave   | Within a total of 15 days before, during, and after the spouse's childbirth, taken in whole days                                                                                                                                                                                                                                                                                                                         |
| Nursing Leave                    | 1 hour per day                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 1 hour per day | For nursing children under 3 years of age                                            | Household registration manuscript                                                                                                                                                                                                                                                | Unpaid leave | One hour off from daily working hours                                                                                                                                                                                                                                                                                                                                                                                    |
| Indigenous People's Ritual Leave | 1 day                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 1 day          | For those of indigenous status during the ritual holidays of their respective tribes | No documentation required                                                                                                                                                                                                                                                        | Paid leave   | 1. The ritual holiday is based on the annual 'Ritual Holiday Dates' announced by the Council of Indigenous Peoples, Executive Yuan.<br>2. If the ritual holiday falls on a weekend, an additional day off will be granted the following day.<br>3. If attendance is required due to work needs on the ritual holiday, after approval by the first-level supervisor, it can be managed as overtime on a national holiday. |
| Remarks                          | 1. The minimum unit for applying for leave: Marriage leave is calculated by the day, winter/summer break and bereavement leave by 4 hours. Annual leave, time-off in lieu, personal leave, sick leave have a minimum unit of 0.5 hours; prenatal check-up leave and paternity check-up leave can be calculated by the hour.<br>2. For official leave, work-related injury leave, or sick leave lasting more than one month, if weekends or holidays occur during this period, these days should be included in the leave period.<br>3. For personal leave, sick leave, and maternity leave for those employed for less than six months, the salary should be deducted according to the duration of leave (excluding overtime and duty allowances).<br>4. Academic and administrative staff must find their own substitutes when taking leave or being away on official business. Academic staffs should arrange for class adjustments before notifying the Curriculum Development Division for relevant procedures.<br>5. Childcare leave without pay is handled in accordance with the provisions of Article 15, Paragraph 3 of the Personnel Management Rules. |                |                                                                                      |                                                                                                                                                                                                                                                                                  |              |                                                                                                                                                                                                                                                                                                                                                                                                                          |





## 6. Implementing bilingualization of official letters and emails (in Chinese and English at the same time)

本校推動校內公告與電子郵件雙語化，確保全體師生與職員即時取得訊息，縮短語言隔閡並提升溝通效率

MCUT promotes bilingual (Chinese–English) campus announcements and email communications to ensure that all faculty, students, and staff receive information in a timely manner, reducing language barriers and improving communication efficiency

**【教資中心公告】洪錦魁學長贈書領取事宜** [Teaching and Learning Resource Cent...]

徐詩婷(Hsu, Shih-Ting)  
收件者: 群組-全校教職員 群組-全校學生  
副本: 徐詩婷(Hsu, Shih-Ting)  
2025/10/29 (週三) 下午 04:24

各位老師、同仁您好：

教學資源中心先前邀請本校傑出校友洪錦魁學長返校分享 AI 應用經驗，並於講座中贈送其最新著作《ChatGPT 5 全館實戰：Agent、Prompt、Projects、Canvas、GPT、Sora - AI 工作流》。

目前尚有少量書籍可供領取，歡迎有興趣的教師與同仁至教學資源中心索取，數量有限，送完為止。

**Dear Faculty and Staff,**

The Teaching and Learning Resource Center previously invited our distinguished alumnus, Mr. Jin-Kuei Hung, to share his insights on AI applications. During the event, attendees received his latest book, *ChatGPT 5 All-in-One Practice: Agent, Prompt, Projects, Canvas, GPT, and Sora - AI Workflow*.

A limited number of copies remain available. Faculty and staff who are interested are welcome to pick up a copy at the Teaching and Learning Resource Center, **while supplies last**.

**【研發處】「非凡新聞報導」本週日10/26晚上6點至7點時段播出「明志科技大學與產...**

張均豪(Chang, Chun-Hao)  
收件者: 群組-全校教職員 群組-全校學生  
2025/10/24 (週五) 上午 09:00

各位師長、同仁與同學 你們好：

非凡新聞 58 台將於 10/26(日)晚上 6 點至 7 點時段報導明志科大辦理「明志科技大學與產業共構研究中心暨試產工廠基地揭牌典禮」活動盛況及人物專訪，內容精彩可期，邀請您一同準時收看！

感謝大家。

Dear faculties, colleagues, and students,

USTV NEWS 58 will broadcast a feature report on Ming Chi University of Technology's "Ming Chi University of Technology and Industry Co-Construction Research Center and Trial Mass Production Factories," including event highlights and exclusive interviews, on Sunday, October 26, from 6:00 p.m. to 7:00 p.m.

The program promises exciting content, and we warmly invite you to tune in! Please help spread the word — thank you for your support.



113學年度第2學期研究生 畢業流程

Graduation Process for 113-2 Graduate Graduation

113-2 研究生畢業重要時間表 逾期無法受理

Important Dates for 113-2 Graduate Graduation



電腦使用安全

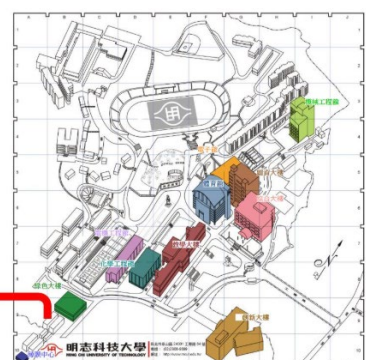
Computer Usage Security

<https://sustainability.mcut.edu.tw/var/file/65/1065/img/2153/766926946.pdf>

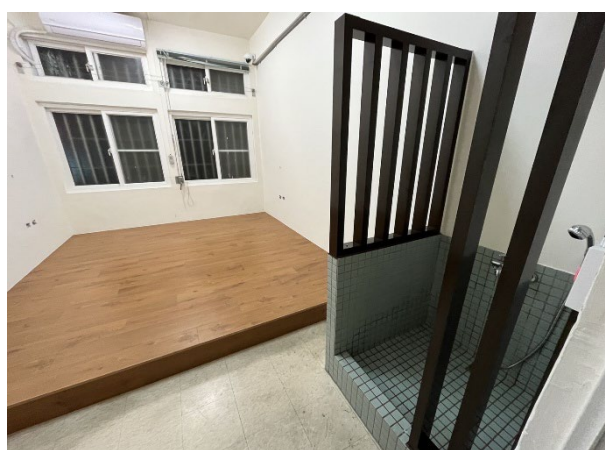
## 7. Setting up 3 prayer rooms which are accessible by all people on campus

校園內設置 3 間祈禱室，提供所有人使用

國際學舍位置



國際學舍位於學人會館及綠能電池中心旁邊



<https://oia.mcut.edu.tw/p/404-1036-60895.php?Lang=en>