

# **Chung Yuan Christian University Teacher Guidance and Discipline Measures**

Approved by the University Affairs Meeting on October 16, 2019 Amended by the University Affairs Meeting on April 14, 2021

- Article 1. Chung Yuan Christian University (hereinafter referred to as the University) has formulated these measures based on the concept of holistic education to enable teachers to achieve the goals of positive assistance, education, and guidance for students during guidance and discipline. These measures are formulated in accordance with Article 32 of the University Act, Article 32 of the Teacher Act, and the Ministry of Education's "Guidelines for Schools to Formulate Teacher Guidance and Discipline Measures" (hereinafter referred to as these Measures).
- Article 2. The teachers referred to in these Measures are full-time teachers, part-time teachers, military instructors, and other educational administrative personnel with guidance responsibilities who are legally appointed and qualified by the University. The students referred to are those participating in teaching and educational activities arranged by the University's teaching or administrative units.
- Article 3. Teacher guidance and discipline of students should meet the following objectives:
1. Encourage students' excellent performance and cultivate their self-respect, respect for others, self-governance, and self-discipline.
  2. Guide students' physical and mental development, stimulate their potential, and cultivate a sound personality.
  3. Maintain campus safety and prevent students from being bullied or harmed.
  4. Maintain teaching order and ensure the normal conduct of class teaching and school educational activities.
- Article 4. When guiding and disciplining students, teachers should implement the Basic Education Act and relevant laws and regulations, actively protect students' right to learn, right to education, bodily autonomy, and personality development, and ensure the normal conduct of teaching and campus activities.
- Article 5. When guiding and disciplining students, teachers should handle according to the following principles:
1. Principle of Equality: Teachers should not treat students differently without justified reasons.

2. Principle of Proportionality: The guidance and discipline measures taken by teachers should be proportional to the severity of the students' violations.
3. Understand the students' behavior motivations in advance and clearly state the reasons for necessary discipline.
4. Respect students' dignity and individual differences.
5. Meet the developmental needs of students' minds and reasonably protect their right to education.
6. Demonstrate educational love and patience, inspiring students' ability to reflect and self-control.

Article 6. Teachers should take responsibility for guiding and disciplining students in teaching and educational activities arranged by the University's teaching or administrative units.

Article 7. Teachers should provide various types of guidance to students, including life, learning, career, psychological, and health guidance, and seek assistance from relevant professional guidance units as needed.

Article 8. If students violate school rules or laws, engage in behavior harmful to physical and mental health, or commit gender equality incidents, and the relevant authorities verify the facts, the department (institute) head should convene mentors, department (institute) military instructors, counseling center counselors, and parents for joint consultation and follow-up guidance. Detailed procedures will be formulated separately.

Article 9. Teachers should not disclose or leak personal or family information obtained from guiding and disciplining students, except as required by law.

Article 10. When implementing special education for students in accordance with the Special Education Act, teachers' guidance and discipline should be carried out according to individualized support plans.

Article 11. Teachers should participate in professional development or training in guidance knowledge to enhance their professional abilities.

Article 12. When teachers need to implement rewards and punishments for guiding and disciplining students, they should follow the "Chung Yuan Christian University Student Rewards and Punishments Measures."

Article 13. If students believe that the University's disciplinary or guidance measures related to them are illegal or improper and harm their rights, they may file a complaint with the University in accordance with the "Chung Yuan Christian University Student Complaint Measures" and may be represented by their parents, guardians, or trustees.

Article 14. If teachers encounter disputes or legal proceedings with related parties due to lawful discipline of students, the University should provide necessary assistance upon the teachers' request.

Article 15. These Measures shall be implemented after approval by the University Affairs Meeting and ratification by the President. Amendments shall follow the same procedure.