

An Analysis of the Standardization of the Organization of Female Staff in Universities and Colleges

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Keywords: standardization of female faculty and staff in universities and colleges

Abstract: Female faculty and staff in universities and colleges play an important role in teaching and management of institutions. This paper focus on analyzing the standardized construction of female faculty and staff in colleges and universities in order to build a sound organization and efficacy system, which enable the woman faculty and staff to better perform their duties and to develop a healthy and progressive style. Such an organization will serve the female faculty members to show their demeanor, to effectively protect the legal rights and special interests of female faculty and staff, and to build a good platform for the growth of female faculty members.

1. Introduction

Female university faculty organization is a branch of the worker union, which is under the guidance of the work union to unite and encourage their members to carry forward the spirit of ownership, actively participation in the reform and development of the construction, safeguard of the legitimate rights, protection of special interests of female staff under law. This organization represent a majority of women staff, and is a democratic and representative organization [1]. With the expansion of university enrollment scale and the continuous deepness of higher education reform, the number of female faculty and staff in universities are increasing year by year, and their proportion in working force is also rising. Taking a university in Fujian province as an example, proportion of the number of female faculty and staff accounts for the total number of faculty and staff in the university has increased from 40.73% in 2010 to 48.07 % in 2020. They are becoming more and more fulfilling and take up front-line education, teaching and management tasks. Women professionals have become an important force in promoting higher education development and technological progress. As the representative and spokesperson of female workers in universities, the organizations must adhere to Xi Jinping's new era of socialism with Chinese characteristics as the guidance, fully implement the fundamental tasks of universities, and lead the majority of this population, and center of the university work. In accordance with the basic requirements, the organization will fully perform its duties, actively works and paly roles to earn the trust of female faculty members. The task is to improve the organization, to strength the system, to consolidate the foundation, to build a platform, to establish a scientific, efficient, and standardized long-term mechanism for further promotion of women standardized construction of the organizations. It will better plan, organize, and creatively carry out female faculty work with distinctive features, and continuously improve the centripetal force and cohesion of the organizations, and built a good platform for them to grow into talents.

2. Improving organizational structure and system construction

A sound organizational structure and a complete system are a powerful guarantee for smoothly carrying out the work and effectively safeguarding the rights and interests of women faculty and staff. The union should support and care about the work of female faculty and staff, and establish a committee in a timely manner. According to relevant regulations, in accordance with the requirements of knowledge, professionalism, and promotion of younger staff, as well as the principles of both ability and political integrity, strive to select and match with high consciousness, ability and enthusiasm. High-quality talents working for women workers serve as their committees,

complete with strong female faculty and staff, and improve the organization; and utilize the three simultaneous construction of the labor union organizations and female faculty organizations, namely, simultaneous elections, and simultaneous applications for approval [2] . When studying the work of labor union organization, we should also study the organization work of female faculty members simultaneously, listen to women workers' reports regularly or irregularly, cooperate with female faculty organizations to research and solve the practical difficulties and major problems encountered by women workers in their work, and list the working expenses of female faculty members Join the labor union's annual budget to provide necessary financial support and time guarantees for female faculty and staff to carry out work and organize activities. At the same time, system construction must be further improved. For example, formulate the work responsibilities of the female faculty committee and the post responsibilities of the female worker committee, strive to ensure that the members are in place, the division of labor is clear, and the responsibilities are implemented; and adhere to the democratic centralism work system, the rules of procedure and the work system for requesting instructions [3] , every year convene at least one or two female faculty committee meetings to study the work of deploying female faculty members, and on the basis of full discussion and exchanges, brainstorm new ideas and new methods for female faculty work, so that there is a plan at the beginning of the year and a summary at the end of the year; Adhere to regular or irregular reporting to the same level of labor unions and higher-level unions of female employees; at the same time, establish and improve the personal information and work files of female faculty and staff, standardize file management, ensure the integrity of the information, and provide accurate and reliable basis to ensure that the work of female faculty members is carried out smoothly and in an orderly manner.

3. Effectively perform the organizational duties and safeguard the legal rights and special interests of female faculty and staff

Caring for the physical and mental health of female faculty and staff, safeguarding their legal rights and special interests, and actively doing practical and good deeds for them are the duties and obligations and the starting point and end of the work of the female working committee [4]. The organizations in colleges and universities should highlight and perform their maintenance functions, and establish a right protection mechanism of "participation, service, and supervision". First of all, it is necessary to earnestly perform the duties of female faculty representatives and spokespersons, win the attention and support of party and political leaders, and ensure more involvement from the source, participation in the research and formulation of major interests of female faculty and staff and reform plans. Safeguard the rights and interests of female faculty members. Guide female faculty and staff to actively participate in politics, participate in the school reform and development work, pay attention to major reform plans and related policies issued by the school, participate in school democratic management and supervision, correctly exercise the democratic rights of female faculty and staff, and earnestly safeguard female faculty and staff right to participate, supervise and be informed. Secondly, we must conduct in-depth research, listen to their voices and demands, understand their problems in work, study and life in a timely manner, accurately grasp their rights protection needs, and pass the proposals of the faculty congress, various seminars and public school affairs. And other channels, timely reflect their reasonable demands, and be the insider and caring these persons. At the same time, cooperate with the universities and college's party and government departments to seriously study and solve the hot and difficult issues of female faculty's concern, actively participate in the mediation of disputes involving their rights and interests, resolve conflicts, unite people's hearts, promote harmony, and do practical work and solve their problems. In addition, the organization should give female faculty's health knowledge lectures, popularize women's health knowledge, implement the "four-period" protection, adhere to the "five must-visit" system, carry out condolences and assistance in need, and regular warmth activities to build women's health. The faculty service platform helps them solve the special difficulties and practical problems in work and life, and earnestly safeguard their special interests.

4. Organize and carry out activities to make contributions and lead the female faculty to show their demeanor based on their posts

Deepen the quality improvement project. Through the distribution of materials, tutoring reports, seminars, learning exchanges, knowledge contests, etc., various current affairs and theoretical learning activities are carried out with the main purpose of improving the professional quality and political literacy of female faculty members, so as to continuously improve their ideological and political literacy and theoretical level. Furthermore, it is important to enhance their legal concept, raise their awareness of knowing and abiding by the law, and guide them to use legal weapons to safeguard their legal rights and special interests. The other tasks include to strengthen their construction of ethics and style to advocate emancipating the mind, to update concepts, to be brave in practice and boldly innovate, and to promote the spirit of hard work and dedication. The organization should educate them to establish a sense of self-esteem, self-confidence, self-reliance, and self-reliance, and support them to actively participate in various trainings. Further education of novel knowledge and new skills, improve business level and work ability, enhance competitiveness, showcase modern women's style, strive to create a team with the "Four Haves", and give full play in teaching, scientific research and management of indispensable positive role in work.

Actively carry out activities to make their contributions to universities. It should organize female staff to promote the teacher's ethics of dedication, love, teaching and educating, creatively carry out and improve the level of education and teaching, and actively participate in the "best lesson" competition for young teachers with full enthusiasm, and display of good basic teaching skills and women's unique demeanor showing the best spiritual outlook of women, who are unwilling, brave, innovative, enterprising, and bravely to practice; encourage female faculty and staff to actively contribute their talents to the development of the discipline construction, team building. The constructive suggestions in terms of training, scientific research, etc. from the members of the organization will show their talents. The organization will encourage and organize them to actively participate in labor movement theory research and women workers' work seminars, actively write women's theoretical articles and research reports, and provide a platform for them to show their advantages of high ideological level, broad vision, and solid writing skills. In addition to organize female experts to go to rural countryside to carry out investigation activities, give contributions to guide rural reform and development, and promote ecological civilization of China's countryside.

Strengthen the self-construction of women working committees. Organize women workers to study the laws, regulations and related theory knowledge, and put this knowledge in practical use. Organize women workers to participate in the labor union training courses and other social activities, strengthen exchanges, enhance friendship, continuously improve their service capabilities and work standards, and create a high-quality female team that adapts to the development of modern social sciences. The contingent of faculty and staff will enhance the cohesion of the women's work committee and promote the innovation and development of the work. At the same time, use modern media to give full play to the guiding role of public opinion, strengthen their publicity and reports on the work, and publish the learning, work dynamics and typical deeds in a timely manner to commend the advanced, set an example, and create a good job that is conducive to the development of women workers. It will promote the leading role of the Women's Work Committee.

5. Carry out distinctive cultural and sports activities to enhance the cohesion of women workers' organizations

Only activities have vitality, and activities have cohesion. In order to maintain the physical and mental health of female faculty and staff, college female workers' organizations should carefully plan and carry out colorful, entertaining, and distinctive cultural and sports activities based on the physical and psychological characteristics of women, so as to communicate and demonstrate their demeanor. The platform of the woman organizations stimulates their collectivist ideas and overall sense of unity and cooperation, as well as their innovative creative ability, and promotes the physical and mental health and harmonious development of female faculty and staff. Such as organizing

wonderful " March 8th " fun activities, holding yoga training and aerobics training with feminine characteristics, setting up female faculty and staff aerobics association, mobilizing female faculty and staff to actively participate in various social activities, ball games, and singing competitions, etc., invigorate the festive atmosphere, enrich the campus cultural life of female faculty members, enjoy the body and mind, cultivate sentiments, enhance friendship, promote harmony, and enhance the centripetal force and cohesion of female faculty organizations.

In summary, the organization of female faculty and staff in colleges and universities is the bridge and link among the party, government workers and female faculty. Its role is indispensable. In order to better play the role of female faculty and staff organizations, labor union women's organizations must strengthen their own standardization, emancipate their minds, pioneer and innovate, unite and cooperate, forge ahead, and provide more benefits to women faculty and staff with the spirit of seeking truth, pragmatism, and dedication. Good quality services, promote the construction of female faculty and staff, give full play to the role of female faculty and staff as "half the sky", and make positive contributions to the implementation of the fundamental mission of the universities and colleges.

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