

Nagoya University  
Missions and Guidelines  
for LGBT+-inclusive Practices

March 2021  
Nagoya University

"LGBT+" incorporates the initial letters of "Lesbian, Gay, Bisexual, and Transgender," with the "+" sign referring to other types of sexual orientation and gender identity.



<Students, Faculty, and Staff>

8	Maintenance of Campus Environments	
1)	Multi-purpose Bathrooms	13
2)	Changing Rooms	13
9	Come Out	
1)	What Does It Mean to <b>Come Out</b> ?	14
2)	Is It Necessary to <b>Come Out</b> ?	14
3)	What to Do When Someone Comes Out	14
4)	How to Cope When You Find Yourself in Trouble	14
10	Prohibition against <b>Outing</b>	
1)	What Does <b>Outing</b> Mean?	15
2)	What to Do When Someone Outs You	15
11	Allies	15
12	Consultation Desks	16

## **í Nagoya University Mission Statement on Respecting Sexual Orientation and Gender Identity Including LGBT+**

The Nagoya University Academic Charter assures “a culture of free and open-minded academic endeavor” and “conno7b,(qn2rtor )57(tThep)85.8(r)-5.1oesprifty ( andhappinessse o

## <Students>

### 1. Information Regarding Na

university carefully handles personal information including that relating to gender. For instance, meeting materials exclude student information regarding gender.

— **Student Affairs Information System**

Access to information regarding gender in the student affairs information system is strictly limited to faculty members and staff members in charge of the Student Affairs Section.

**4) Gender Field in Documents Issued by the University**

Among documents issued by the university, please find below information regarding which documents include a gender field.

**<Documents with No Gender Field>**

Degree certificate, certification of degree awarded, academic transcript, completed course confirmation sheet, prospective graduation, certificate of student status

**<Documents with Gender Field>**

Medical examination certificate and others (however, it is

## 2. Classes

### 1) Enrollment, Changing Rooms, and Equipment with respect to Basic General Education Courses, Health and Sports Science: Practicum

In the Basic General Education Courses, "Health and Sports Science: Practicum", the following considerations are given. On the first day of class, a course guidance is provided. Should you have any concerns, do not hesitate to consult with the faculty member at that time. Students can also consult in advance at the Institute of Liberal Arts & Sciences (ILAS) Administration Office (052-789-4725).

[Example]

When an inquiry is received concerning changing rooms, the steps we take include providing you with a different changing room or changing the time for your use to ensure that you will not end up having to use it with someone else.

#### Ⓞ Enrollment

In the basic general education courses: health and sports science: practicum, some subjects are gender-specific. As a reference for enrollment, these subjects are clearly stated as having gender-specific elements (clothing, equipment, etc.) in the Health and Sports Science course enrollment guide distributed during orientation.

- Subjects requiring special clothing (e.g., swimming)
- Subjects requiring equipment based on gender (e.g., basketball, golfing, rackets)
- Subjects requiring overnight stays (e.g., skiing, trekking)
- Other subjects requiring grouping according to gender

#### Ⓞ Changing Rooms

Although the university cannot always meet students' expectations due to the circumstances of facilities, it is possible to consult regarding individual support. Plans are in place to systematically set up such facilities (e.g., setting up fitting boards where people may get changed in the multi-purpose bathrooms on campus) as changing areas besides the current gender-specific changing rooms.

#### Ⓞ Equipment

There is a possibility for consultation regarding equipment based on gender (students will decide whether to use equipment based on gender).

### 2) Enrollment of Off-campus Practical Training

While student requests may not necessarily be met depending upon the conditions or structure in place at off-campus training sites, it is possible to hold advance discussions on bathrooms, changing rooms, attire, and other matters expectable. Please ask the faculty member in charge of the training or consult with the administration office of your faculty or graduate school. Students who are unsure of who they should speak with or feel anxious may refer to the Student Services Center.

### **3) Grouping in the Classroom**

The university does its best to keep everyone informed in order to prevent unnecessary grouping based on gender in the classroom. Particularly for the basic general education courses, Health and Sports Science: Practicum, some subjects are divided by gender. Details are indicated in the Health and Sports Science course enrollment guide as mentioned above.

### **4) How to Indicate Your Name in the Classroom**

It is possible to have a consultation on how your name should be indicated in the classroom (e.g., Ms. or Mr. based on your sexual identity). Aliases that are accepted will also be reflected in the Student Register and other official materials. The Register will be the basis for what students are called by when they need to be identified by a name.

## **3. Student Life**

### **1) Periodic Student Health Check-ups**

Students may request private health exams conducted by our university. Contact the Health Administration Office if you wish to receive a private exam (place your request in person at the Health Administration Office, or by phone or e-mail).

Health Administration Office (phone: 052-789-3970; e-mail: hokekan@htc.nagoya-u.ac.jp)

### **2) Student Residences**

There are several student residences at Nagoya University. Availability of co-ed spaces and how floors are divided by gender differ by residence. Please consult with administrative staff in charge of international students of your department or graduate school when you apply for occupancy if you have any questions, including queries on whether living in the co-ed floor is acceptable, whether rooms are allocated based on gender dysphoria or physical conditions, or whether couples housing is available to same-gender couples housing.



### Student Residences

Building	Residents	Floors	Bathrooms	Showers, Baths
International Ohmeikan House Building A B C	Japanese Students International Students	Floors divided by gender	Each room has a modular bathroom, men's and women's bathrooms on the 1st floor at the Building A.	Each room has a modular bathroom.
International Residence Higashiyama	International Students	Co-ed	Each room has a modular bathroom, men's and women's bathrooms on the 1st floors of the residence and management buildings.	Each room has a modular bathroom.
International Residence Yamate North	International Students	Floors divided by gender	Each room has a modular bathroom, men's and women's shared bathrooms on the 1st floor.	Each room has a modular bathroom.
International Residence Yamate South	International Students	Co-ed, 1 floor 2 units (units are divided by gender)	Each shared room has a bathroom (by unit).	Each shared room has a shower room (by unit).
International Residence Myoken	International Students	Floors divided by gender	Each room has a modular bathroom, one women's and one Shared bathroom on the 1st floor.	Each room has a modular bathroom.
International Residence Daiko	Japanese Students International Student	Floors divided by gender	Each room has a modular bathroom, men's and women's shared bathrooms on the 1st floor.	Each room has a modular bathroom.

### 3) Clothing for Entrance and Graduation Ceremonies

Students may wear apparel that expresses their respective identities when attending entrance and graduation ceremonies; provided, however, that such apparel is appropriate for the occasion. Some students participate in such events dressed in Japanese kimono or other ethnic costumes that conform to diverse identities.

## 4. Consultations on Campus Life/Job Hunting Activities

Consultations are offered on campus on topics as indicated below. While counselors will ask individuals questions about their situations, individuals do not need to come out against their will.

### 1) Student Life

The Student Counseling Section and the Mental Health Section at the Center for Student Counseling provide counseling services regarding various concerns about student life, including gender identity and other gender-related matters. For international students, International Student Advisory Offices at the International Education & Exchange Center provide advisory services.

Should an individual experience what they believe to be harassment, a counselor will ask for details on the situation and consider countermeasures for improvement of the situation with the individual. (For details on the Nagoya University Harassment Consultation Center website, <http://www.sh-help.provost.nagoya-u.ac.jp/>).

### 2) Internships/Job Hunting Activities

Individuals may consider, together with a counselor, their applications for internships, job-hunting activities, and matters concerning their careers after they have started working.

## 5. Studying Abroad

Students can consult with the Studying Abroad Office regarding living environments and educational support systems at a studying abroad destination. Since acceptance situations differ among partner universities and organizers, thorough preliminary research on the studying abroad destination is necessary. Individuals considering studying abroad, who wish to receive support, should speak with the faculty or staff member responsible for planning the program of their interest.

## <Faculty and Staff Members>

### 6. Information Regarding Names and Name Management

#### 1) Changing Names

In principle, Nagoya University uses the real names (names shown in official family registers) of faculty and staff. However, an alias (a surname or given name that is neither an individual's real name nor maiden name but is recognized by the individual and by others,

Certificates for all registered matters required to prove non-married status

The following programs may be introduced based on submission of requisite documents.

**<Special Leave>**

Marriage leave

Pre-childbirth leave, post-childbirth leave, leave for childbirth of spouse

Childcare leave, childcare partial leave, shorter working hours system for childcare

Leave for child's illness, leave for family care, partial leave for family care

**<Allowances>**

Dependents allowance

Unaccompanied posting allowance

The university needs to confirm that a notarized document concerning the voluntary guardianship contract has been prepared and registered. The voluntary guardianship contract must be made between you and your partner, and each party must be a mandatory for the other party. The voluntary guardianship contract is a delegation agreement which gives a mandatory ("voluntary appointed guardian" after a voluntary guardianship contract comes into effect) authority to act as a representative with regard to a person's life, medical treatment and nursing, and property management in the case where such person is unable to exercise sound judgment. This contract is aimed at providing for a voluntary appointed guardian to protect a person's life based on the contract in the event that such person lacks the ability to exercise sound judgment.

Regarding use of a former family name or common name, please see "Use of Former Family Name for Staff Members (July 5, 2007, Personnel and Labor Management) notification.

# <Students, Faculty and Staff Members>

## 8. Maintenance of Campus Environments

### 1) Bathrooms for Everyone (Multi-purpose bathrooms)

From the standpoint of universal design, our university is systematically advancing the installation of multi-purpose bathrooms, easy for anyone to use, making considerations for people who have disabilities, people with children, LGBTs, and foreign nationals. Our university is reviewing and updating signage designs for multi-



## 9. Come out

### 1) What Does It Mean to Come Out?

**Coming out** is short for **coming out of the closet** , which means revealing personal secrets that an individual had not previously made public. Personal secrets can refer to various things, including the circumstances of their birth or their medical condition, and they also include being a sexual minority, such as LGBT. Conversely, a person who does not come out is **in the closet** .

### 2) Is It Necessary to Come Out?

As anti-LGBT discrimination and prejudice continue to remain deeply rooted, coming out as LGBT is a weighty decision that also presents significant risks. Coming out is not something that an individual can do on a whim. It should be strictly done based on the person's judgment when they wish to do so and to the extent desired.

### 3) What to Do When Someone Comes Out

How would you feel if someone came out? Perhaps you would be grateful to them; perhaps you would think it a normal thing to do; or maybe you would be surprised or perplexed. When a person reveals something unexpected, it is natural to be surprised, whatever the secret may be. The first thing to do when someone comes out is to accept their feelings. As mentioned in **Is It Necessary to Come Out?** above, the person coming out may have made a weighty decision because they want to tell you their secret while realizing the risks. Rather than judging the person or stating your opinion, accept their thoughts and thank them for sharing their secret with you. It may not be necessary to say anything more at that point. If it's tough for you to say something, it's okay to tell them that you can't immediately find the words to say to them.

You may want to talk to someone about the sense of surprise and bewilderment you've experienced when someone has come out. Be careful who you choose to speak with. The person may be acquainted with the person who came out, with whom that person may not have come out. In this case, the secret would be disclosed to the person not intended by the person who came out. Feel free to take

## 10. Prohibition against Outing

### 1) What Does Outing Mean?

**Coming out** is the act of an individual revealing their sexual orientation or gender identity, for example, that they are LGBT. On the other hand, **outing** means disclosing an LGBT person's sexual orientation or gender identity without their permission. As previously mentioned, revealing one's sexual orientation or gender identity is an

## 12. Consultation Desks

Consultation desks are available for LGBT+ related issues. Students, staff members and members of their families can seek consultation on issues regarding these LGBT+ guidelines at any of these desks. Although these desks cannot always meet your expectations due to the unique circumstances of each consultation and the university's conditions, please feel free to contact a desk (you may also make direct inquiries to other places mentioned in these guidelines).

There are cases in which one of the desks listed below will introduce you to one or more other desks listed in the appendix and