

# 國立中山大學學生社團評鑑實施要點

## Guidelines on Student Club Evaluation

97年04月11日96學年度第1次學務臨時會議通過  
1st Interim Student Affairs Meeting of 2007-Academic Year on April 11, 2008  
97年06月17日96學年度第3次學務會議修正通過  
3rd Student Affairs Meeting of 2007-Academic Year on June 17, 2008  
99年06月11日98學年度第4次學務會議通過  
4th Student Affairs Meeting of 2009-Academic Year on June 11, 2010  
100年06月28日99學年度第4次學務會議修正通過  
4th Student Affairs Meeting of 2010-Academic Year on June 28, 2011  
102年06月11日101學年度第2次學務會議修正通過  
2nd Student Affairs Meeting of 2012-Academic Year on June 11, 2013  
106年06月01日105學年度第2次學務會議修正通過  
2nd Student Affairs Meeting of 2016-Academic Year on June 01, 2017  
108年06月03日107學年度第2次學務會議修正通過  
2nd Student Affairs Meeting of 2018-Academic Year on June 03, 2019  
108年12月03日108學年度第1次學務會議修正通過  
1st Student Affairs Meeting of 2019-Academic Year on December 03, 2019  
112年06月09日111學年度第2次學務會議修正通過  
2nd Student Affairs Meeting of 2022-Academic Year on June 09, 2023

### 一、 (依據)

#### I. (Accordance)

本要點依據國立中山大學學生社團輔導辦法第十八條規定訂定之。

The regulations are stipulated in accordance to Article 18 of NSYSU Student Club Regulations.

### 二、 (目的)

#### II. (Purpose)

為考核學生社團績效，獎勵績優社團，鼓舞服務熱忱，提升活動內容，促進各社團之發展與進步，特制定本要點。

The NSYSU hereby stipulates the regulations in order to evaluate the performance of student clubs, commend well-performing clubs, encourage enthusiastic service, improve event contents, and enhance the development of student clubs.

### 三、 (對象)

#### III. (Objects)

國立中山大學（以下簡稱本校）之學生社團共分為學術性、學藝性、服務性、康樂性、音樂性、體育性六種屬性，凡經本校學生事務處核

定成立之學生社團均應參加評鑑。

Student clubs in the NSYSU (hereinafter the University) are of six attributes: academic, educational, service, recreational, musical, and sports. All student clubs approved by the Office of Student Affairs shall participate in the evaluation.

四、 (時間)

IV. (Time)

學生社團年度評鑑由學生社團評鑑委員會（以下簡稱社評會）負責辦理，舉辦日期以不超過開學日三十日為原則，成績公告以不超過開學日四十五日為原則。

Student club evaluation is conducted by the Student Club Evaluation Committee (hereinafter the Committee) and will be conducted within thirty days from the beginning of the semester by principle. The results will posted within 45 days from the beginning of the semester.

五、 (評鑑方式)

V. (Method of Evaluation)

由學生會社團部部長於每學年初召開社評會設計辦理評鑑，並公告於校園生活與職涯發展組（以下簡稱校園組）網頁。前項社團部部長出缺時，得由校園組派員協助社評會互推學生委員一人為主席。

The director of the Student Club Division of NSYSU Student Association shall hold a Student Club Evaluation Committee Meeting at the beginning of the academic year and post the information on the website of the Student Life and Career Development Division. In cases where the director of the Student Club Division is absent, the Student Life and Career Development Division shall assist the Committee in nominating one committee member as the chair of the meeting.

六、 (組織)

VI. (Organization)

(一) 社評會設委員十五至二十一人，由學生會會長、學生會代表二人，各屬性社團代表各二人，及至多六位校內外專業人士組成之，委員之名單由學生會社團部部長公告於校園組網頁。

(1) The Committee consists of fifteen to twenty-one members, including the chair of the NSYSU Student Association, two representatives from the Student Association, two members from each attribute of clubs,

and up to six professional experts from inside or outside the University. The list of members will be posted on the website of the Student Life and Career Development Division by the director of the Student Club Division of NSYSU Student Association.

- (二) 社評會另設顧問及校園組各一名列席，於必要時提供相關建議及說明。前述顧問應具學生身份，且於三年內曾任社評會之委員。
- (2) One consultant and one member of the Student Life and Career Development Division shall also be present at the Student Club Evaluation Committee Meeting to provide related advice and explanation when necessary. The consultant shall be a student of the University and have Committee member experience within the last three years.
- (三) 學生會代表之身份應以社團部部长及次長為原則，若無法產生時應由學生議會活動暨社團委員會召集人代理。
- (3) The representatives of the student association shall be the director and leading officer of the Student Club Division. Shall the above individuals be unavailable, the chair of the student club committee shall act as the representative.
- (四) 前述校內外專業人士，得視會議之性質邀請出席會議，未應邀出席之委員，不列入該次會議應出席委員人數。
- (4) The aforementioned professional experts are to be invited depending on the nature of the meeting. Committee members who are not invited to attend the meeting will not be listed as participants of the meeting.
- (五) 各屬性社團代表之選任：
- (5) Selection of representatives to each club attribute
  - 1. 資格：以社團為單位，選任時為現任社團長或曾任該屬性之社團幹部者（需具有幹部證書）均可擔任。
    - i. Qualification: Current club leader or prior club officer (certification required)
  - 2. 任期：為一年，以學年度為原則，連選得連任，惟僅可連任乙次。若因休、退、轉學、被罷免或其他不可抗力之因素，無法繼續擔任時，由學生會社團部協助選出代理代表至該任期結束為止。
    - ii. Term: One academic year. Each individual is entitled to be

elected for up to two consecutive terms. If the term is terminated prematurely due to suspension, expulsion, transfer, recall or other force majeure, the Student Club Division of the NSYSU Student Association shall assist in electing an interim representative who will act until the end of the term.

3. 各代表若未執行或拒絕執行委員會之決議或每學期累計參與委員會之會議未達二分之一（含）以上時，本委員會之委員得提起不適任之罷免案，經委員會二分之一（含）以上出席投票，贊成罷免之票數超過委員會人數三分之一，罷免案即通過。
- iii. Shall representatives fail to or refuse to perform decisions made in Committee meetings or be absent from half or more of the Committee meetings, the Committee members are entitled to call for a recall. The recall will be passed when half of the Committee members attend the recall voting and the number of votes agreeing to the recall exceed one third of the total number of Committee members.
4. 被罷免之代表自罷免案通過公告之次日起，解除其職務，同一學年度內不得再擔任該職務，並由社團部協助選出代理代表，至該任期結束為止。
- iv. Recalled representatives are released of duties from the day following the announcement of the recall and is disallowed to obtain the same post in the ongoing academic year. The Student Club Division shall assist in electing an interim representative who will act until the end of the term.

七、（委員會職權）

VII. (Authority of the Committee)

社評會委員如遇缺額達委員總數四分之一以上時，應予以補選。社評會之職權為：

Reelections will be held on occasions where one quarter of the number of Committee members is vacant. The authorities of the Committee are as follows:

- (一) 辦理學生社團之年度評鑑。
- (1) Conduct annual evaluations for student clubs.

(二) 受理學生社團對於評鑑成績之複查。

(2) Accept the re-examination of the evaluation results by student associations.

(三) 得視情況對本要點提出修正之建議案。

(3) Propose modifications to the Regulations in cases applicable.

八、 (會議)

VIII. (Meeting)

(一) 社評會開會須有二分之一以上之評鑑委員出席。

(1) At least half of the Committee members are required to be in attendance for meetings to be held.

(二) 開會時應以學生會社團部部長為會議主席；主席不克出席時應由委員互推一人為會議主席。

(2) The director of the Student Club Division shall be the chair in Committee meetings. When the chair is unavailable, one Committee member shall be nominated as the chair.

(三) 會議主席應負責會議秩序之維持、爭議之仲裁與同票之裁決。

(3) The meeting chair is in charge of keeping order in the meeting and making rulings in cases of disputes and tied votes.

(四) 委員因故不克出席會議時，得委託其所屬單位之其他代理人出席會議，惟代理之委員不得超過總評鑑委員五分之一。

(4) In cases where a committee member cannot attend the meeting, he or she can entrust another individual from the same department to attend the meeting as an acting member. Acting members are limited to one fifth of the total attendance of the meeting.

九、 (社團評鑑項目)

IX. (Club Evaluation Items)

(一) 校園組日常考核 (30%) :

(1) Regular Examination by Student Life and Career Development

Division (30%):

由校園組負責評分，內容應至少包括：

The evaluation is performed by the Student Life and Career Development Division and shall include the following:

1. 社團平時活動狀況。
  - i. Status of regular club activities
2. 社（團）長或幹部參加研習會與出席相關會議狀況。
  - ii. Attendance in seminars and meetings by club leader and officer
3. 社團辦公室使用及財產保管狀況。
  - iii. Status of club office usage and property management
4. 社團配合校內外活動狀況。
  - iv. Coordination of the club among events on and off campus
5. 社團行政績效（活動申請、經費結報等）。
  - v. Administrative efficiency of the club (such as application for events and fund reimbursement statements)

(二) 年度評鑑（70%）：

(2) Annual Evaluation (70%):

由社評會負責評分，內容應至少包括：

The evaluation is performed by the Committee and shall include the following:

1. 社團組織章程及管理運作。
  - i. Club constitution and operation management

2. 年度活動計劃及績效。
- ii. Annual event planning and performance
3. 校外活動及服務學習。
- iii. Off campus activities and service education
4. 財務管理及經費運作情形。
- iv. Financial management and fund management
5. 社團活動資料保存與電腦化程度及社團網頁介紹。
- v. Data keeping of club events, computerization process, and club web page
6. 社團經驗傳承及幹部培訓。
- vi. Experience sharing and officer training

十、 (社團評鑑標準)

X. (Club Evaluation Standards)

社團評鑑考核應依據社團評鑑評分標準執行，評分標準由社評會依第九條評鑑項目另定之。社團評鑑總成績依社團評鑑考核結果分為優等、甲等、乙等、丙等、丁等五種等級。

Club evaluation shall be conducted according to the club evaluation scoring standards. The standard is stipulated by the Committee according to the items listed in Article 9. Results of the evaluation will be in a five-level letter grade format ranking from A+, A, B, C, and D.

(一) 優等：總分九十分（含）以上。

(1) A+ Rank: Total score of 90 or higher.

(二) 甲等：總分八十分（含）以上且未滿九十分。

(2) A Rank: Total score of 80 to 89

(三) 乙等：總分七十分（含）以上且未滿八十分。

- (3) B Rank: Total score of 70 to 79
- (四) 丙等：總分六十分（含）以上且未滿七十分。
- (4) C Rank: Total score of 60 to 69
- (五) 丁等：未滿六十分。
- (5) D Rank: Total score below 60 point

十一、（獎勵）

XI. (Rewards)

(一) 依評定結果給予以下獎勵：

- (1) Rewards will be issued based on the evaluation ranking
  - 1. 總分排名前三名且達八十分(含)以上者頒發獎狀乙幀及獎勵金八千元整。
    - i. A+: up to three winners with a total score of 80 (inclusive) will be given a certificate of merit and TWD 8000.
  - 2. 總分排名第四至第十五名且達八十分(含)以上者頒發獎狀乙幀及獎勵金五千元整。
    - ii. A: Those who rank fourth to fifteenth in total and reach 80 points (inclusive) will be given a certificate of merit and TWD 5000.
- (二) 上述社團除獲得獎狀及獎勵金外，另由社評會擇優推薦代表本校參加教育部主辦之全國大專院校學生社團評選暨觀摩活動。
  - (2) The above clubs will also be recommended to participate the national student club evaluation and observation event held by the Ministry of Education.
- (三) 代表本校參加全國大專院校學生社團評選暨觀摩活動者，除原有之獎金外，另給予獎勵金三千元，以兩名為限。
  - (3) Up to two clubs will be elected to participate in the aforementioned national student club evaluation and observation event and will be awarded an additional TWD 3000.
- (四) 連續兩年獲得優等之社團，另頒發特優社團獎牌乙座，不限名額。
  - (4) Clubs that achieve A+ ranks in two consecutive annual evaluations will be issued a plaque for excellent clubs. There is no limit for number of



winner for this award.

## 十二、（懲罰）

### XII. (Punishments)

- (一) 經評定為丙等社團者，列為加強輔導社團。
  - (1) Clubs that obtain a C rank in evaluations are listed as clubs that require intensive care.
- (二) 經評定為丁等社團者，列為觀察性社團，撤銷社團辦公室使用權並取消指導老師指導費及社團活動各項補助費之申請
  - (2) Clubs that obtain a D rank in evaluations are listed as probation clubs, are revoked of their rights of club office usage, have the club instructor funding cancelled, and are not allowed to apply for subsidies for club activities.
- (三) 連續兩年被評為丁等社團，經學務處組長會議通過，即撤銷社團設立登記並繳回屬於校園組之社團設備財產，並於一年內不得申請成立與該社團性質相同之社團。
  - (3) Clubs that obtain a D rank in two consecutive annual evaluations will have their club registration revoked, shall return all property and equipment belonging to the Student Life and Career Development Division and are not allowed to apply for establishment for clubs of the same nature as the clubs.

## 十三、（經費）

### XIII. (Budgets)

評鑑所需經費由學生社團經費之活動費項下之用。

The funding needed for evaluations are listed under the event funding for student clubs.

## 十四、（實施程序）

### XIV. (Implement procedure)

本要點經社團長大會通過，送學生事務會議審議後，由校園組公告實施，修正時亦同。

The regulation is approved in the Club Leaders' Congress and implemented upon approval in the Student Affair Meeting. The same procedure applies in cases of amendments.