

國立中山大學優良導師遴選要點

Guidelines on Selecting Outstanding Mentors

中華民國八十年四月十二日七十九學年度第四次行政會議通過
Approved at the 4th Executive Meeting on April 12, 1991
中華民國八十四年十月廿七日八十四學年度第二次行政會議修正通過
Amended and approved at the 2nd Executive Meeting on October 27, 1995
中華民國八十七年十二月十一日八十七學年度第三次行政會議修正通過
Amended and approved at the 3rd Executive Meeting on December 11, 1998
中華民國九十年三月二日八十九學年度第四次行政會議修正通過
Amended and approved at the 4th Executive Meeting on March 02, 2001
中華民國九十一年三月二十二日九十學年度第四次行政會議修正通過
Amended and approved at the 4th Executive Meeting on March 22, 2002
中華民國九十一年九月二十七日九十一學年度第一次行政會議修正通過
Amended and approved at the Executive Meeting on September 27, 2002
中華民國九十二年三月七日九十一學年度第四次行政會議修正通過
Amended and approved at the 4th Executive Meeting on March 7, 2003
中華民國九十二年九月二十六日九十二學年度第一次行政會議修正通過
Amended and approved at the 1st Executive Meeting on September 26, 2003
中華民國九十二年十月三十一日九十二學年度第一次校務會議修正通過
Amended and approved at the 1st University Council meeting on October 31, 2003
中華民國九十九年二月四日九十八學年度第十一次行政會議修正通過
Amended and approved at the 11th Executive Meeting on February 4, 2010
中華民國九十九年四月二十三日九十八學年度第三次校務會議修正通過
Amended and approved at the 3rd University Council meeting on April 23, 2010
中華民國一百零一年四月十一日一百學年度第四次行政會議修正通過
Amended and approved at the 4th Executive Meeting on April 11, 2012
中華民國一百零一年五月十八日一百學年度第四次校務研發會議修正通過
Amended and approved at the 4th University Affairs Development Committee meeting on May 18, 2012
中華民國一百零一年六月一日一百學年度第四次校務會議修正通過
Amended and approved at the 4th University Council meeting on June 1, 2012
108 年 2 月 20 日本校 107 學年度第 2 學期第 1 次學生事務處組長會議修正通過
Amended and approved at the 1st Division Director Meeting of the Office of Student Affairs on February 20, 2019
108 年 2 月 25 日本校 107 學年度第 3 次行政協調會報修正通過
Amended and approved at the 3rd Coordinating Committee meeting on February 25, 2019
108 年 3 月 20 日本校 107 學年度第 2 學期第 3 次行政會議修正通過
Amended and approved at the 3rd Executive Meeting on March 20, 2019
111 年 3 月 30 日 110 學年度第 2 學期第 4 次行政會議修正通過
Amended and approved at the 4th Executive Meeting on March 30, 2022
111 年 12 月 28 日 111 學年度第 1 學期第 9 次行政會議修正通過
Amended and approved at the 9th Executive Meeting on December 28, 2022.
114 年 10 月 29 日 114 學年度第 1 學期第 5 次行政會議修正通過
Amended and approved at the 5th Executive Meeting on October 29, 2025

一、國立中山大學為彰顯導師對學生輔導工作之貢獻，特依據本校導師制度實施要點第十點，訂定本要點。

I. These guidelines are formulated to appreciate the contributions of mentors in their counselling work in accordance with Article 10 of *Guidelines on Implementation of Mentor System*.

二、 遴選對象為該學年度現任導師且擔任導師一年以上，並於申請日前一年內完成輔導知能研習時數至少二小時以上，對學生輔導工作績效卓著、負責盡職之導師。

II. Mentors serving in the current academic year with more than one year of mentoring experience shall be eligible for selection when they complete at least two hours of counselling training within the year prior to the application, and fulfill their duties while demonstrating their outstanding performance in student counseling.

三、 每學年遴選全校優良導師八名。

III. Eight outstanding mentors shall be selected every academic year.

四、 全校優良導師候選人由各學院及學務處諮商與健康促進組（以下簡稱諮健組）推薦。

IV. Candidates for outstanding mentors shall be recommended by individual colleges and Counseling and Health Service Division (CHSD) of the Office of Student Affairs (OSA).

(一) 各學院推薦全校優良導師候選人程序：

(1) The procedure for individual colleges to recommend candidates for outstanding mentors by individual colleges is as follows:

1. 各系所推薦全校優良導師候選人至所屬學院。各系所推薦至所屬學院之名額依各系所專任教師名額計算，每十五名專任教師得推薦一名，餘數四捨五入，惟全系所專任教師人數未滿十五名者，仍得推薦一名。

i. Individual departments/institutes shall recommend outstanding mentor candidates to their affiliated college. The number of candidates recommended to each college shall be determined based on the number of full-time faculty members in each department or institute. One candidate may be recommended for every fifteen full-time faculty members, with decimals rounded to the nearest whole number; departments/institutes with fewer than fifteen full-time faculty members may still recommend one candidate.

2. 各學院組成全校優良導師候選人推薦小組進行遴選。推薦小組由院、系、所主任導師、各系導師代表兩名及獨立所導師代表一名組成，以院主任導師為召集人。

ii. The selection of outstanding mentor candidates shall be conducted by individual college recommendation committees. Each college recommendation committee shall consist of the mentor directors of

the college and individual departments/institutes, two representatives from each department, and one representative from each institute, with the mentor director of the college serving as the convener. Individual departments and institutes may recommend up to two and one candidates respectively to their affiliated college.

3. 各學院全校優良導師候選人之推薦名額依各學院專任教師名額計算。每三十名專任教師得推薦一名，餘數四捨五入；惟全學院專任教師人數未滿三十名者，仍得推薦一名。

- iii. The number of candidates recommended for outstanding mentors shall be determined based on the number of full-time faculty in each college. One candidate shall be recommended for every thirty (30) full-time faculty members, rounding any decimals to the nearest whole number. Nevertheless, a candidate may still be recommended even when the number of full-time faculty is less than thirty (30) within a college. The CHSD of the OSA may recommend up to two candidates.

- (二) 學務處諮健組得推薦全校優良導師候選人至多二名。

- (2) The CHSD of the OSA may recommend up to two candidates

- (三) 全校優良導師推薦表於每年公告截止日前送全校優良導師遴選委員會。

- (3) The shortlist of candidates shall be submitted to the Outstanding Mentor Selection Committee (hereinafter referred to as the “Committee”) of the OSA by the announced deadline.

五、 全校優良導師遴選：

V. The selection procedure of outstanding mentors is as follows:

- (一) 全校優良導師遴選委員會由校長、教務長、學務長及各學院教師代表二名組成之。各學院教師代表由院長就歷屆優良導師中推薦三名呈校長圈選之。優良導師遴選委員會之委員如為全校優良導師候選人時應行迴避，其缺額由所屬學院推薦之教師代表候補名單遞補之。

- (1) The Committee shall consist of the President, the vice president for Academic Affairs, the vice president for Student Affairs, and two representatives chosen by the President from three former outstanding mentors recommended by the dean of each college. Committee members shall recuse themselves if they are the candidates for outstanding mentors; any vacancies shall be filled from the waiting list of representatives recommended by individual colleges.

(二) 全校優良導師遴選委員會開會時，應有委員三分之二以上出席；委員因故不能出席時，不得委託代理出席。

(2) The Committee shall convene with at least two-thirds of its members in attendance. Members unable to attend the meeting for any reasons shall not delegate a proxy.

六、 曾獲全校優良導師者不得連續當選。

VI. Faculty shall not be selected as outstanding mentors for consecutive years.

七、 每學年當選之全校優良導師，由校長於重大會議或慶典中公開表揚頒發獎牌及獎金，並登載優良事蹟於學校網頁。

VII. Selected outstanding mentors of each academic year shall be publicly commended and awarded a medal and cash prize by the President during a significant meeting or ceremony. Their commendable achievements shall then be featured on the University's website.

八、 本要點經行政會議通過，陳請校長核定後施行，修正時亦同。

VIII. These guidelines are approved by the Executive Meeting and the President before implementation. Amendments to these guidelines shall follow the same procedure.