

國立中山大學西灣學院優良導師遴選要點

Guidelines on Selecting Outstanding Mentors in the Si Wan College

114.9.25 本院 114 學年度第 1 次院務會議通過
Approved at the 1st College Council meeting on September 25, 2025

- 一、國立中山大學西灣學院(以下簡稱本院)為獎勵優良導師，提高教育功能，進而闡揚校園倫理精神，樹立優良校風，依據本校「優良導師遴選要點」訂定本要點。
 - I. These guidelines are formulated in accordance with the University's *Guidelines on Selecting Outstanding Mentors* to recognize outstanding mentors in the Si Wan College (hereinafter referred to as the "College"), enhance educational functions, promote the spirit of campus ethics, and foster a positive campus culture.
- 二、本院優良導師資格為該學年度現任導師且擔任導師一年以上，善盡導師職責，輔導學生有具體事實者。
 - II. Mentors serving in the current academic year with more than one year of mentoring experience shall be eligible for selection when they fulfill their duties and demonstrate concrete evidence in student mentoring.
- 三、推薦小組：
 - III. Recommendation Committee:
 - (一) 推薦小組由院、系、所、學位學程主管，各系、學位學程導師代表各二名及獨立所導師代表各一名組成，並以院長為召集人。
 - (1) The Recommendation Committee shall consist of heads of the College, departments, institutes, and degree programs, two mentor representatives from each department and degree program, and one mentor representative from each institute.
 - (二) 推薦小組之成員如為優良導師候選人時，應迴避不得參加開會及投票，其缺額由原單位另行推選。
 - (2) Committee members shall recuse themselves from attending meetings and voting if they are the candidates for outstanding mentors; any vacancies shall be filled by their affiliated unit.
 - (三) 推薦小組出席委員需達三分之二，方可開會審議並選出優良導師。
 - (3) The Committee shall convene with at least two-thirds of its members in attendance to select outstanding mentors.

四、遴選程序：

IV. Selection Procedure:

- (一) 各單位推薦至本院優良導師候選人名額依所屬專任教師名額計算，每十五名專任教師(不含約聘教師)得推薦一名，餘數四捨五入，惟單位專任教師人數未滿十五名者，仍得推薦一名，曾獲學校優良導師獎勵者，不得連續受獎。
- (1) Individual departments/institutes/degree programs may recommend candidates to the College, with one for every fifteen full-time faculty members (excluding contract-employed faculty members), rounding any decimals to the nearest whole number; those with fewer than fifteen full-time faculty members may still recommend one candidate. Recipients of the University's Outstanding Mentor shall not receive the award in consecutive years.
- (二) 單位主管對該單位候選人提供背景資料，由推薦小組委員就所有候選人進行投票，得票數最高者一名，代表本院參加學校優良導師遴選。
- (2) Chairs of individual departments/institutes/degree programs shall provide background information on their recommended candidates. The Recommendation Committee shall vote on all candidates, and the candidate receiving the highest number of votes shall represent the College in the University's Outstanding Mentor selection.

五、 凡各單位推薦至本院參與遴選之教師，均列為本院優良導師，由院長於本院重要會議或活動中頒發獎狀乙紙。

- V. All faculty members recommended by their respective units to participate in the college-level selection shall be recognized as outstanding mentors of the College. The College dean shall present a certificate to awardees at an important meeting or event of the College.

六、 本要點經院務會議通過後實施，修正時亦同。

- VI. These guidelines are approved by the College Council before implementation. Amendments to these guidelines shall follow the same procedure.