

# 文藻外語大學學生社團評鑑辦法

## Guidelines for the Evaluation of Student Organizations

91年3月9日學務會議修正通過  
Amended at the Student Affairs Committee meeting on March 9, 2002  
91年3月19日校長核可  
Ratified by the University President on March 19, 2013  
97年6月10日學務會議通過  
Approved at the Student Affairs Committee meeting on Jun 10, 2008  
97年7月10日校長核可  
Ratified by the University President on July 10, 2008  
99年06月08日學生事務會議修正通過  
Amended at the Student Affairs Committee meeting on June 8, 2010  
99年06月28日經校長核定  
Ratified by the University President on June 28, 2010  
100年6月14日學生事務會議修正通過  
Amended at the Student Affairs Committee meeting on June 14, 2011  
100年7月5日校長核定通過  
Ratified by the University President on July 5, 2011  
101年03月27日學生事務會議修正通過  
Amended at the Student Affairs Committee meeting on March 27, 2012  
101年5月1日校長核定通過  
Ratified by the University President on May 1, 2012  
102年7月29日學生事務會議修訂通過  
Amended at the Student Affairs Committee meeting on July 29, 2013  
102年08月08日經校長核定  
Ratified by the University President on August 8, 2013  
102年12月17日學生事務會議修正通過  
Amended at the Student Affairs Committee meeting on December 17, 2013  
102年12月27日經校長核定  
Ratified by the University President on December 27, 2013  
103年5月14日學生事務處主管會議修正通過  
Amended at the Student Affairs Committee executive meeting on May 14, 2014  
103年06月12日經學生事務長核定  
Ratified by the Dean of Student Affairs on June 12, 2014

第一條 為健全社團、學會組織，激勵其發展和評估其工作績效，並鼓勵學生參與課外活動，藉由社團評鑑表揚績優社團，以提昇社團活動品質，特訂定本辦法(以下簡稱本辦法)。

Article 1. These Guidelines are formulated to council the sound development and evaluation of student organizations and associations, to encourage student participation in extracurricular activities, and to promote the quality of student organization activities through an evaluation system that commends outstanding student organizations.

第二條 本校核准成立且運作滿一年之學生社團（含學會及學生自治組織），皆應參加每學年所舉辦之社團評鑑。

Article 2. Annual student organization evaluation is mandatory for all student organizations (including associations and self-government organizations) approved by the University and operating for more than one year.

第三條 本校社團評鑑分為平時評鑑及學年度評鑑二類。平時評鑑分數佔40%，學年度評鑑分數佔60%。

Article 3. The University's student organization evaluation is divided into regular evaluation and year-end evaluation. Regular evaluation accounts for 40% of the final score; year-end evaluation accounts for 60% of the final score.

第四條 本校學生社團評鑑每學年實施乙次，並且頒發獎狀及獎金獎勵之。  
Article 4. The University's student organization evaluation is conducted annually. Outstanding student organizations are awarded certificates of merit and cash prizes.

第五條 評鑑委員組成如下：

- 一、平時評鑑由課外活動指導組召集，成員由課外活動指導組、學生會、學生議會代表組成。
- 二、學年度評鑑由課外活動指導組召集，成員由課外活動指導組、學生代表、校內師長代表及校外專業人士組成。

Article 5. Composition of the evaluation committee

1. The Extracurricular Activities Section is responsible for assembling the regular evaluation committee, with members from the Extracurricular Activities Section, the Student Union, and representatives of the Student Council.
2. The Extracurricular Activities Section is responsible for assembling the year-end evaluation committee, with members from the Extracurricular Activities Section, student representatives, faculty representatives, and professional experts from outside the University.

第六條 社團評鑑時間如下：

- 一、平時評鑑於學期中社團運作期間進行。
- 二、學年度評鑑日期及項目以課外活動指導組公告為主。

Article 6. The evaluation is conducted according to the following schedule:

1. Regular evaluation is conducted during the normal operation of the student organization within the semesters.
2. Specific dates and categories for year-end evaluation are determined by the Extracurricular Activities Section.

第七條 評鑑之獎懲規定如下：

評鑑之等級共分特優、優等、甲等、乙等及丙等五級。

一、特優

- (一) 評鑑總成績九十分以上。
- (二) 頒發社團績優獎狀暨獎金三千元。
- (三) 社長至多記小功2次，績優幹部至多各記小功1次。

二、優等

- (一) 評鑑總成績八十五分以上，未達九十分。
- (二) 頒發社團績優獎狀暨獎金二千元。
- (三) 社長至多記小功乙次，績優幹部至多各記嘉獎2次。

三、甲等：評鑑總成績八十分以上，未達八十五分。

四、乙等：評鑑總成績七十分以上，未達八十分。

五、丙等：

- (一) 評鑑總成績未達七十分。
- (二) 系學會及其他行政單位組織建請指導單位據以改進或改組。
- (三) 丙等成績社團送學生會，由學生會依學生會費經費補助細

則處理。

- 六、進步獎：評鑑總成績高於上學年度 15 分以上者，取最高之前三名頒發獎狀暨獎金五百元。
- 七、優等以上社團具代表本校參加教育部舉辦之『全國大專校院績優社團評選暨觀摩活動』遴選資格。
- 八、社團辦公室依據評鑑成績分配，成績由高至低依序分配，額滿為止。
- 九、改進制度：
  - (一) 學生評鑑委員若無故不參加評鑑，即喪失評鑑資格，並移至學生會處理。
  - (二) 無故不參與評鑑之社團，一般社團處以停社一年處分。

Article 7. Standards for awards and reprimands of the evaluation are as follows:  
Based on the final score, results of the evaluation are categorized into five ranks:  
“Extraordinary,” “Outstanding,” A, B, C.

1. Extraordinary:
  - a. The final score of evaluation exceeds (including) 90.
  - b. A certificate of merit and cash prize of NTD 3,000 is awarded to the student organization.
  - c. The president of the student organization is awarded at most two major merits; organization officers with outstanding performance are awarded at most one minor merit.
2. Outstanding:
  - a. The final score of evaluation exceeds (including) 85 and is less than 90.
  - b. A certificate of merit and cash prize of NTD 2,000 is awarded to the student organization.
  - c. The president of the student organization is awarded at most one minor merit; organization officers with outstanding performance are awarded at most two commendations.
3. A: The final score of evaluation exceeds (including) 80 and is less than 85.
4. B: The final score of evaluation exceeds (including) 70 and is less than 80.
5. C:
  - a. The final score of evaluation is less than 70.
  - b. For departmental associations and other organization founded and advised by administrative units, the advising units are required to institute improvements or reorganization.
  - c. List of student organizations that are ranked C will be sent to the Student Union, which will implement necessary changes based on the Student Union Budget Application Procedures.
6. Improvement Award: student organizations with a final score of evaluation higher than that of the previous year are eligible for the Improvement Award. The highest-ranking three organizations are awarded certificates of merit and cash prize of NTD 500.
7. Student organizations ranked “Extraordinary” and “Outstanding” are eligible for being selected to represent the University in the “Evaluation and Presentation of Outstanding Student Organizations for Universities and Colleges in Taiwan” hosted by the Ministry of Education.

8. Offices for student organizations are assigned based on the ranking of the evaluation score starting from the highest. The number of offices is limited.

9. Improvements:

a. In cases where student representatives on the evaluation committee fail to attend the evaluation without proper reason, they will be automatically removed from the committee and receive appropriate discipline from the Student Union.

b. Regular student organizations that fail to participate in the evaluation without proper reason will be suspended from operation for one year.

第八條 附則

一、 因人力不可抗拒之因素無法順利參加資料評鑑之社團，得於開學後補交資料。

二、 社團評鑑獎金經費來源為學生事務與輔導工作經費配合款及學生會會費。

Article 8. Appendix

1. Student organizations that are unable to participate in the document evaluation in force majeure events are given permission to submit the required documents at the beginning of the next semester.

2. The cash prizes of the student organization evaluation are provided from the Student Affairs and Counseling Fund and the Student Union Fee.

第九條 本辦法經學生事務處主管會議通過，陳請學生事務長核定後實施，修正時亦同。

Article 9. These Guidelines become effective after approval by the Student Affairs Executive Committee meeting and ratification by the Dean of Student Affairs. Amendments must follow the same procedure.