

國立中興大學學生自治團體暨社團評鑑辦法

Evaluation Measures of Student Self-Governing Organizations and Associations (NCHU)

92 年 6 月 17 日 91 學年度第 2 學期學生事務會議訂定

Approved at the Student Affairs Meeting on June 17, 2003 in the second semester of the 91st school year

95 年 6 月 15 日 94 學年度第 2 學期學生事務會議修正

Amended at the Student Affairs Meeting on June 15, 2006 in the second semester of the 94th school year

101 年 5 月 29 日 100 學年度第 2 學期學生事務會議修正

Amended at the Student Affairs Meeting on May 29, 2012 in the second semester of the 100th school year

105 年 10 月 28 日 105 學年度第 1 學期學生事務會議修正

Amended at the Student Affairs Meeting on October 28, 2016 in the first semester of the 105th school year

106 年 4 月 28 日 105 學年度第 2 學期學生事務會議修正

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108 年 11 月 22 日 108 學年度第 1 學期學生事務會議修正

Amended at the Student Affairs Meeting on November 22, 2019 in the second semester of the 108th school year

第一條 國立中興大學(以下簡稱本校)為輔導本校學生社團健全發展，充實活動內容，建立檔案資料紀錄，提升學生課外活動品質，並選優表揚，增進院系學生自治團體及社團榮譽，且達觀摩學習效果，爰依大學法第五條第一項規定訂定之。

Article 1 National Chung Hsing University (hereinafter referred to as "NCHU") has formulated the Evaluation Measures of Student Self-Governing Organizations and Associations (hereinafter referred to as the "Measures") in accordance with the provisions of Paragraph 1 of Article 5 of the University Act, to guide the sound development of its student associations, enrich the content of activities, establish archives and records, improve the quality of students' extracurricular activities, select and commend the best associations, and enhance the honor of student self-governing groups and associations in departments, thus achieving the good effect of observation and learning.

第二條 凡經本校核准成立一學年度(含)以上之院系學生自治團體及學生社團(以下統稱社團)，均須參加評鑑，預備性社團應陳列觀摩，不列評比。

Article 2 All student self-governing groups and associations (hereinafter collectively referred to as "associations") that have been approved by the NCHU and lasted for at least one school year shall participate in the evaluation. Preparatory associations shall be observed and not evaluated.

第三條 每年定期在當學年度第二學期舉辦評鑑。

Article 3 Evaluations are held regularly every year in the second semester of the school year.

第四條 社團依其成立宗旨可分為院系學生自治團體及學術性、藝術性、宗教性、技藝性、音樂性、聯誼性、體育性與服務性等八類進行評鑑。實際分組依課外組公告為準。

Article 4 According to the founding purpose, associations can be classified into eight categories, namely, academic, artistic, religious, technical, musical, social, athletic, and service associations. The actual grouping shall be subject to the announcement of the Extracurricular Group.

第五條 得簽聘校內外具有社團輔導經驗之相關專業人士及本校曾獲評鑑優良之學生社團社長擔任，原則上每一類別社團評鑑委員須有二人以上。

Article 5 In principle, the evaluation committee of each category of the association shall have at least two members who are professionals with experience in association counseling inside and outside the NCHU and are well-rated by the NCHU.

第六條 社團評鑑方式分為「平時評鑑」與「學年度評鑑」。

一、平時評鑑：由學生事務處課外活動組(以下簡稱課外組)社團輔導老師依學年度活動事實進行評鑑。

二、學年度評鑑：分為資料評鑑及現場評鑑。資料評鑑為各類別社團應依評鑑時程，準備受評相關資料於公告期限內送至課外組由社團輔導老師依據資料完整性進行評鑑；現場評鑑為公開方式評鑑，各性質社團準備受評相關資料(不限紙本資料)，社團得派員配合現場解說。

資料評鑑及現場評鑑方式另行公告之。

Article 6 The evaluation methods of associations are divided into "regular evaluation" and "annual evaluation".

1. The regular evaluation is conducted by the extracurricular group of the Office of Student Affairs (hereinafter referred to as the "Extracurricular Group") based on the activities.

2. The annual evaluation is further classified into data evaluation and on-site evaluation. The data evaluation requires all categories of associations to prepare the evaluation-related materials according to the evaluation schedule and send them to the Extracurricular Group within the announcement period. The associations shall prepare relevant materials (including but not limited to paper materials) for evaluation, and the associations have to send staff to cooperate with the on-site commentary.

The methods of data evaluation and on-site evaluation will be announced separately.

第七條 評鑑成績以百分法計分，分為平時評鑑(百分之二十)及學年度評鑑(百分之八十)。

一、平時評鑑：由課外組社團輔導老師就下列各項輔導社團資料作為平時評鑑

評分項目。

- (一) 活動申請及成果表是否依時間辦理。
- (二) 經費申請及結報是否依時間辦理。
- (三) 配合學校辦理各項活動參與情形。
- (四) 出席各項會議、研習營情形。
- (五) 借用場地是否維護及復原。
- (六) 借用器材是否愛惜公物並按時歸還。
- (七) 社團辦公室整潔及使用情形。
- (八) 其他。

二、學年度評鑑：由評鑑委員就下列項目評鑑。

- (一) 組織運作。
- (二) 資源管理。
- (三) 規劃與執行。
- (四) 特色與績效。

社團學年度評鑑評分標準以當年度教育部全國大專校院社團評鑑項目為參考，評分細項另定。

Article 7

The evaluation results shall be scored according to the percentage method, with regular evaluation (20%) and annual evaluation (80%).

1. Regular evaluation: The tutors of the Extracurricular Group will evaluate and score the following information about the associations:
 - (1) Whether the activity application and outcome forms are processed within the time limit.
 - (2) Whether the application and settlement of funds are processed within the time limit.
 - (3) Cooperate with the school in handling various activities.
 - (4) Attend various conferences and workshops.
 - (5) Whether the borrowed venue has been maintained and restored well.
 - (6) Whether the association protects public property well and returns it on time.
 - (7) The cleanliness and use of the association office.
 - (8) Miscellaneous.
2. Annual evaluation: the following items will be evaluated by the evaluation committee.
 - (1) Organizational operation.
 - (2) Resource management.
 - (3) Planning and execution.
 - (4) Features and performance.

The grading standards for the annual evaluation of association are based on the National College and University Association Evaluation Project held by the Ministry of Education of the year, and the details of the grading are formulated separately.

第八條

依第七條評鑑成績，辦理下列獎懲事宜。

一、特優獎(各類組總平均成績第一名)：頒發獎狀及獎金新台幣四千元整，指導教師頒予獎狀，社團負責人著記小功二次、社團幹部著記小功一次，事蹟登錄社團護照。特優獎總平均成績前二名得另頒發獎金新台幣一千元整並代表本校參加教育部舉辦全國大專校院績優社團評鑑活動。

二、優等獎(各類組依評鑑成績各取前百分之十五)：頒發獎狀及獎金新台幣三千元整，指導教師頒予獎狀，社團負責人著記小功一次，社團幹部著記嘉獎二次，事蹟登錄社團護照。

以上獲獎社團於經費補助、器材申購及社團辦公室配置時優先考量。

三、甲等獎(各類組依評鑑成績各取前百分之四十)：頒發獎狀 1 紙。

四、社團評鑑得視實際狀況設特別獎項：最佳創意獎、最佳進步獎、最佳人氣獎、最佳攤位佈置獎等獎項，頒發獎狀 1 紙。

五、無故未參加評鑑或評鑑分數不及格(總平均成績五十九分以下)之社團，下學年停止經費補助及公用場地器材設備之借用，連續兩年評鑑成績為不及格者，依程序予以撤銷登記。

前項獎懲內容，課外組得依實際辦理情形酌予調整。

Article 8

In accordance with Article 7, the results shall be evaluated and the following rewards and punishments shall be applied:

1. Special Award (the first place in the total average score of various groups): A Certificate of Special Award and a bonus of NT\$ 4,000. The instructor will obtain a Certificate of Special Award. The person in charge of the association will get the minor merits twice, the cadres of the association will get a minor merit, and relevant deeds will be recorded in the association passport. Special Award (the top 2 in the total average score): get a bonus of NT\$ 1,000 and attend the National College and University Association Evaluation Project held by the Ministry of Education on the behalf of the NCHU.

2. Merit Award (the top 15% of each group will be awarded according to the evaluation results): A Certificate of Merit and a bonus of NT\$ 3,000. The instructor will obtain the Certificate of Merit, the person in charge of the association will get a minor merit, the leader of the association will get the minor merits twice, and relevant deeds will be recorded in the association passport.

The above award-winning associations will be given priority in the funding subsidy, equipment purchase, and club office allocation.

3. First-class prize (top 40% of each category in the evaluation): 1 certificate of merit.

4. According to the actual situation, the association evaluation committee may set up various awards: the best creativity award, the best progress award, the best popularity award, the best booth layout award, etc., and award certificates for these rewards.

5. If an association fails to participate in the evaluation without a justified reason or fails to pass the evaluation (with an overall average of 59 points or less), it will have no access to the funding support and the loan of venues and equipment in the following school year.

Those who fail to pass the evaluation for two consecutive years will have their registration revoked according to the procedure.

The rewards and punishments mentioned in the preceding paragraph may be adjusted by the Extracurricular Group according to the actual situation.

第九條 本辦法經學生事務會議通過，陳請校長核定後實施，修正時亦同。

Article 9 After the Measures are reviewed and approved by the Student Affairs Meeting, they will be presented to the principal for approval and implementation, and the same applies to amendments.