

文藻外語大學導師評量實施要點

Guidelines for the Survey Implementation of Mentor Assessment at Wenzao Ursuline University of Languages

民國111年05月31日學生事務會議訂定

Approved by the Student Affairs Meeting on May 31, 2022

民國111年06月23日校長核定通過

Approved by the President on June 23, 2022

民國113年01月02日學生事務會議修正通過

Approved by the Student Affairs Meeting on January 2, 2024

民國113年03月05日校長核定通過

Approved by the President on March 5, 2024

- 一、本校為提升導師制度成效，瞭解學生對導師輔導及班級經營之意見，以作為導師調整輔導方法、品質，以及優良導師遴選之依據，特訂定「文藻外語大學導師評量實施要點」（以下簡稱為本要點）。
 1. Guidelines for the Mentor Assessment at Wenzao Ursuline University of Languages (hereinafter referred to as "the Guidelines") is established based on collected opinions students have provided regarding the counseling mentors and classroom management to design the criteria for outstanding mentors. This is done in order to improve the efficiency of the mentor assessment, counseling methods, and quality.
- 二、施測對象：全校各班學生(研究所學生除外)，不含延修生、休學生。
 2. All enrolled students, except graduate students, and excluding those who have delayed graduation or dropped out.
- 三、評量方式：本評量採「文藻外語大學導師評量問卷」為施測量表，採不計名方式辦理，學生應以誠實與負責的態度填答，切勿使用侮辱、毀謗或人身攻擊等文字，因而觸法。
 3. The scale for the evaluation procedure is the anonymous Survey Implementation of Mentor Assessment. Each participant must complete the survey in an ethical and responsible manner. No slander, insults, or abusive remarks are allowed in accordance with the law.
- 四、導師評量題目依性質區分不同題型，第一至二類題型屬學生事務處職掌，第三類題型屬進修部職掌。
 - (一) 第一類題型：專科部一至三年級適用。
 - (二) 第二類題型：專科部四、五年級、日間部四技、二技適用。
 - (三) 第三類題型：進修部四技、二技適用。
 4. 3 sections can be made from the survey's following criteria. The Office of Student Affairs is responsible for the first 2 sections, and the Division of Continuing Education is responsible for the final section.
 - (1) The 1st section is designed for students from the first 3 grades of the 5-year junior college.

- (2) The 2nd section is designed for the 4th- and the 5th-graders enrolled in the 5-year junior college as well as those in the 2-year and 4-year College in Day school.
- (3) The 3rd section is designed for students in the Division of Continuing Education: 4-year and 2-year College.

五、 導師評量每學年實施乙次，全學年評量結果提供遴選優良導師相關獎項，及新學年度導師聘任之參考，並列為教師評鑑之項目。

5. The assessment will be held once every school year. The results offer awards for outstanding mentors, references for hiring mentors in subsequent semesters, and further criteria for teacher evaluation.

六、 各班導師評量問卷回收率達百分之五十者，始予採計。

6. It is necessary that retrieved survey results for Mentor Assessment surpass 50% of the total data.

七、 本要點經學生事務會議通過，並陳請校長核定後實施，修正時亦同。

7. The Guidelines become effective after being approved by the Student Affairs Meeting and submitted to the President for ratification. Amendments must follow the same procedure.