

National Chung Hsing University of Department of Chemical Engineering

Guidelines for Recommending Outstanding Advisors

Approved at the Department Affairs Meeting on May 14, 2008

Revised and approved at the Department Affairs Meeting on May 18, 2011 (Amendments to Articles 1 and 4)

Revised and approved at the Department Affairs Meeting on April 25, 2012 (Amendments to Articles 1, 2, 3, 4, and 5)

Article 1: Purpose

This guideline is established in accordance with the **National Chung Hsing University Guidelines for Outstanding Advisor Selection and Recognition** to recommend advisors who demonstrate exceptional dedication and effectiveness in student mentoring and counseling.

Article 2: Eligibility

Eligible nominees must be full-time faculty members who have served as advisors for at least one year. One candidate may be recommended for every five advisors in the department.

Article 3: Evaluation Criteria

Outstanding advisors will be evaluated based on the following criteria:

1. Demonstrated care for students, achieving measurable success in counseling students in their lives, studies, and activities.
2. Proactively identifying and resolving student difficulties, with specific evidence of their efforts.
3. Handling of significant or special incidents involving students, with documented examples.
4. Introducing innovative measures or strategies for student counseling.

Article 4: Nomination Procedure

1. **Nomination Period:** Nominations will be conducted annually at the beginning of April.
2. **Student Recommendations:** Undergraduate mentees and graduate students may submit signed recommendation forms to nominate advisors.
3. **Faculty Recommendations:** Faculty members may describe outstanding contributions by colleagues and nominate them directly.
4. **Committee Review:** The Undergraduate Affairs Committee will compile nominations and submit a list of candidates to the Faculty Review Committee for final approval.

Article 5: Implementation and Amendments

This guideline will take effect following approval by the Department Affairs Meeting. Amendments follow the same procedure.

國立中興大學 化學工程學系優良導師推薦表

National Chung Hsing University of Department of Chemical Engineering

Outstanding Advisor Recommendation Form

★ 依據國立中興大學優良導師評選獎勵辦法第三條第一款~第四款推薦標準(說明如下)推薦之

Based on the **National Chung Hsing University Guidelines for Outstanding Advisor Selection and Recognition**, nominees should meet one or more of the following criteria :

1. 關懷學生，輔導學生生活、學習與活動有具體成效者

Demonstrated care for students, achieving measurable success in their lives, studies, and activities.

2. 主動發現學生困難問題並提供協助有具體事實者

Proactively identifying and resolving student difficulties, with specific evidence.

3. 處理學生特殊及重大事件有具體事實者

Handling significant or special incidents involving students, with documented examples.

4. 其他對學生輔導工作具有創新或措施者

Introducing innovative measures or strategies for student counseling.

◎ 推薦事項說明 Recommendation Details ◎

被推薦教師姓名 Name of Nominated Faculty Member	推薦事蹟說明 Description of Contributions

推薦者簽名(不限一位)：(學生請註明年級)

Signatures of Recommenders

(No limit to the number of recommenders; students should specify their grade level):
