國立中山大學醫學院護理學系學生事務委員會設置要點
Guidelines on the Establishment of the Student Affairs Committee of the Department of Nursing in the College of Medicine

114 年 01 月 15 日 113 學年度第 1 次籌備委員會訂定通過
114 年 04 月 10 日 114 學年度第 4 次院務會議審議通過
Approved at the 4th College Council Meeting on April 10, 2025

一、國立中山大學醫學院護理學系(以下簡稱本系)為使學生事務之辦理有所依循並落實學生輔導工作，特設置學生事務委員會(以下簡稱本委員會)。

I. These guidelines are formulated to establish the Student Affairs Committee (hereinafter referred to as the "Committee") in the Department of Nursing (hereinafter referred to as the "Department"), the College of Medicine , aiming to provide guidelines for handling student affairs and to implement student mentoring and guidance.

二、本委員會置委員五至十一人，任期一年，連選得連任，成員組成如下：

II. The Committee shall consist of five to eleven members, each serving a one-year term and eligible for consecutive re-election. The membership composition is as follows:

(一) 置主任委員一名，由系主任擔任。

(1) One Committee Chair (Convener), served by the Department Chair.

(二) 教師代表：由各年級之導師分別推選一名代表。

(2) Faculty representatives: One representative elected from the class mentors/advisors of each grade.

(三) 學生代表：由各年級班代互推一名代表。

(3) Student representatives: One representative mutually elected from among the class representatives of each academic year/grade.

三、委員有親自出席會議之義務，如不克出席得委託本系其他專任教師代理。

III. Committee members have the obligation to attend meetings in person. If unable to attend, a member may designate another full-time faculty member of the Department as proxy.

四、本委員會職責如下：

IV. The responsibilities of the Committee are as follows:

(一) 審議學生申訴、獎懲、獎助學金等事項。

Any dispute over interpretations of these regulations shall be resolved in a court of law based on the Chinese version.

(1) to deliberate on student grievances/appeals, rewards and penalties, scholarships, and scholarship.

(二) 統籌導師事務，檢討學生輔導問題及成效。

(2) to coordinate class mentor affairs, and reviewing student mentoring issues and counseling outcomes.

(三) 督導學系加冠典禮及歡送畢業生活動之相關事宜。

(3) to supervise matters related to the Department's Capping Ceremony and farewell events for graduating students.

(四) 輔導與就業資料的發展與追蹤。

(4) to develop and track student guidance, mentoring, and employment/career data.

(五) 督導迎新活動及相關事宜。

(5) to supervise student orientation activities and related affairs.

(六) 其他學生事務相關事宜。

(6) to handle other student affairs-related matters.

五、本委員會每學年至少召開一次，必要時得召開臨時會議。

V. The Committee meeting shall be convened at least once each academic year, and additional meetings may be convened when necessary.

六、本委員會召開會議時，得視議案需求邀請相關單位人員（含主要教學醫院臨床護理教師）列席，必要時，得邀請校內外專業人員列席。

VI. When convening a meeting, the Committee may, depending on the requirements of the proposals, invite personnel from relevant units (including clinical nursing instructors from primary teaching hospitals) to attend as non-voting delegates. When necessary, professional experts from inside or outside the University may also be invited to attend.

七、本辦法經系務會議及院務會議審議通過後實施，修正時亦同。

VII. These guidelines are approved by the Department Council Meeting and the College Council Meeting before implementation. Amendments to these guidelines shall follow the dame procedure.

Any dispute over interpretations of these regulations shall be resolved in a court of law based on the Chinese version.