

Ming Chuan University Procedures for Rewarding Outstanding Mind Health DJs

Passed at the Counseling and Potential Development Center meeting on March, 27th, 2008

Revised at the Counseling and Potential Development Center meeting on Feb., 24th, 2010

1. Counseling and Potential Development Center (referred to as the Center) establishes the following procedures in order to encourage a responsible spirit among the Mind Health DJs, so that they manifest enthusiastic behavior.

2. Rewards: The Center scores each Mind Health DJ according to the marking standards and evaluates them according to this score and class advisor's opinion. At the end of the semester, the Center will reward outstanding Mind Health DJs with 1-2 merits and/or a Certificate of Mind Health DJ Excellence to encourage the students.

(a) Standards for merits: Based on the class advisor's observation, marking standards and overall performance, the Center will award 2 merits to students who receive scores over 80 and will award 1 merit to those whose scores are over 70.

(b) Standards for conferring the Certificate of Mind Health DJ Excellence: Based on the class advisor's observation, score and overall performance, the Center will confer the Certificate of Mind Health DJ Excellence in addition to 2 merits if the score is over 90.

3. Marking Standards:

(a) Collect the Heart News and promote it weekly: Sign and collect 2 Heart News at the center every week. One is for promotion, and the other is for the class advisor. 5 points will be added to the score for each signature.

(b) Attend the beginning-of-semester-training: 10 points will be added to the total score if the student attends the training punctually.

(c) Hand in documents: 10 points for handing in the semester-end feedback sheet on time; and 10 points for handing in the name of the Mind Health DJ for the following semester.

(d) Other outstanding performance: 5 points for attending any activity held by the Center; 5 points for assisting the classmates to enroll in activities held by the Center; 5 points for assisting classmate to consult in the Center; 5 points for assisting the departmental counselor in the Center to understand the situation classmates are experiencing.