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| **北京师范大学学生生活指导室**  **总结考核表**  院 系 名 称  负 责 教 师  **北京师范大学党委学生工作部**  **2023年 月 日**   |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | 1. **工作队伍** | | | | | | | **院系名称** | |  | | | | | **负责教师** | |  | **联系电话** |  | | | **工作人员（含学生）总人数（ ）** | | | | | | | **姓名** | **职务** | **身份（老师/学生）** | **联系方式** | | **具体分工** | |  |  |  |  | |  | |  |  |  |  | |  | |  |  |  |  | |  | |  |  |  |  | |  | |  |  |  |  | |  | | **生活指导室地点**  **及场地大小** | | **\_\_\_\_楼\_\_\_\_办公室；\_\_\_\_平方米；**  **专用（ ）/合用（ ）** | | | | | **二、活动开展总体情况**   |  |  |  | | --- | --- | --- | | **模块** | **活动开展名称（次数）** | **参与学生人数** | | **必选模块** |  |  | |  |  | |  |  | |  |  | | **可选模块** |  |  | |  |  | |  |  | |  |  | | | | | | | | 注：如表格不够，可自行添加 | | | | | |  |  |  |  | | --- | --- | --- | | **管理及条件保障** | **思想建设** | 从院系指导思想、指导方针、工作原则、工作方针等方面进行总结。 | |  | | **组织保障** | 从院系参与程度、工作定位、工作完成程度、工作思路和计划等方面总结。 | |  | | **制度建设** | 从人员选聘制度、值班制度、活动开展相关制度等方面总结。 | |  | | **队伍建设** | 从人员配备结构与分工、专业素养、服务意识等方面总结。 | |  | | **院系党政领导一线工作情况** | 从院系党政领导联系学生，建立与学生常态化交流互动机制，了解学生思想、学习、生活、发展情况等方面进行总结。 | |  | | **纪律建设** | 从院系学生干部、活动参与人员合开展活动、办事等方面进行总结 | |  | | **经费投入** | 从经费分配结构、使用规范等方面进行总结。 | |  | | **设施与平台建设** | 从空间安排、设备布置、硬件维护、资料整理等方面进行总结。 | |  |   **三、活动成果汇报展示**   |  |  |  |  | | --- | --- | --- | --- | | **必选模块** | （包括《北京师范大学学生生活指导室建设方案》中的心理健康模块和生涯规划模块，从活动目标、主题设置、内容丰富度、专业特色、活动前期宣传、活动开展与组织、活动后期反馈、活动效果等方面总结。） | | | | **可选模块** | （包括《北京师范大学学生生活指导室建设方案》中的体育运动模块、手工实践模块、生活技能模块、艺术修养模块等，从活动目标、主题设置、内容丰富度、专业特色、活动前期宣传、活动开展与组织、活动后期反馈、活动效果等方面总结。） | | | | **工作特色、亮点和创新点** | 结合院系自身学科特色、资源、硬件、学生实际需求等因素自主开展的有针对性的、有助于学生德智体美劳全面发展的、提高学生综合素质的具体措施。 | | | | **院系意见** | | 院系学生工作负责人  签字（盖章）：    年 月 日 | **学校意见** | 年 月 日 | |