

## 環境學院碩、博士生專題討論課程規定

### Seminar Course Regulations,

### Master and Doctoral Program of the College of Environmental Studies

103年06月09日 102學年度第2學期第4次課程規劃委員會會議通過

104年01月12日 103學年度第1學期第1次專題討論會議通過

第一條 專題討論課程分為中文班與英文班；中文班依修課人數再進行隨機分組。

I. The seminar course (hereafter named Seminar) in the College of Environmental Studies (CES) is divided to Chinese-taught and English-taught sessions. When number of attendants in the Chinese-taught session course exceeds loading limit, students will be divided into sub-sessions.

第二條 老師可彈性選擇班級（或組別）出席，原則上應出席全學期之專題討論課程。

II. Professors may attend any session and should generally avoid absences during the semester.

第三條 中文班由2-4位老師擔任負責老師，每學期之負責老師由各組老師輪流擔任。英文班負責老師，於每學期末經環境學院課程委員會討論後，選出最適任之老師擔任。

III. Each semester, 2-4 professors will coordinate the Chinese-taught session. One to two professors will coordinate the English-taught session. Coordinators are selected from all research fields within the Natural Resources and Environmental Studies (NRES) and by Council of Academic Affairs of the CES prior to the semester.

第四條 修課學生原則上不得請假，有特殊事故（如病假、野外調查或出席研討會）無法出席者，需經指導教授同意後向各班（組）負責老師請假。

IV. Students are required to attend all classes in their session. Approved absences from class are granted for the following exceptions: sickness, field work, and attending conferences. Students must obtain approval in advance for absences from their advisors and, if applicable, inform class coordinator(s).

第五條 各班（或各組）學生需固定班級上課，經指導教授同意，並向當學期負責老師申請（申請表如附件一：專題討論班（組）別臨時更動簽單），可至其他班級（或組別）上課，惟每學期至多3次。

- V. In principle, students should stay in their own session throughout the semester. Students may attend other sessions at most three times each semester. Two things are required before attending a class in another session: approval of advisor and submission of completed application form to class coordinator(s).

第六條 學生報告順序，原則上依學生選修之次數安排，依序為專題討論(二)、(一)、(三)。(104學年度起，碩博士班專題討論課前一學期申請期中停修者，次一學期修課時總分扣5分，並優先報告。)博士班學生選修專題討論(二)、(三)、(四)者，須統一安排時間於大講堂報告，並需以英文製作簡報(綱要)，鼓勵但不限以英文口頭發表。

- VI. Generally, sessions will consist of presentations given by students based on a numbered order. Students having already taken seminar will present first. Students taking seminar the final time will present last. Starting with academic year 104, any student withdrawing from seminar course after the mid-term will have five points docked from their final grade for the subsequent seminar; these students will present first. Except for their first seminar, Ph. D. students will present in Room A114 of the Environmental Science Building; slides must be in English; presenting in English is encouraged.

第七條 評分原則：

VII. Assessment principles:

1. 評量原則主要由學生報告當日之口頭及書面報告內容與品質、提問回應等整體表現評定。

評分標準如下：(1)專題討論(一)應完成文獻回顧；

(2)專題討論(二)應完成研究計畫書；

(3)專題討論(三)應具備研究初步成果。

1. Grades are determined by quality of oral presentation, written reports, and responses to questions from other students. Grades are docked for absences, tardiness, missed deadlines, failure to ask questions for at least five presentations during seminar, and failure to submit at least written comments for five presentations.

Presentation Topics:

(1). First seminar course: a minimum of a literature review is required.

(2). Second seminar course: a minimum of a thesis or dissertation proposal is required.

(3). Third seminar course: a minimum of preliminary thesis or dissertation results

are required.

2. 學生成績評定由全體參與老師共同評定，於加總平均後計算為該學期成績之依據。

2. Grade is the average of grades submitted by teachers attending the oral presentation minus applicable deductions.

3. 扣分項目：

3. Deductions:

(1).上課無故缺席或遲到，每次扣學期成績5分。

A. Five points are docked for each absence and for each late attendance.

(2).口頭提問未達5次（不同場次），扣學期成績5分。

B. Five points are docked for failure to ask questions at least five seminars during class.

(3).書面評論未達5次（繳交時間為當日口頭報告的17時前），扣學期成績5分。

C. Five points are docked for failure to submit written comments for at least five presentations. Comment must be submitted by 5 p.m. of the day following that presentation.

(4).回應評論未達3篇（該生口頭報告後2週的周一24時前），扣學期成績5分。

D. Five points are docked for failure to submit online responses to at least three comments or questions on student's own presentation. Deadline for uploading the responses is 24:00 on the Monday two weeks after the student's oral presentation.

(5).逾時上傳書面報告（報告繳交時間為該生口頭報告前1週的周五17時前），每逾1小時內扣學期成績1分，逾9小時以上者扣學期成績10分。

E. Deadline for uploading the written report is 17:00 on the Friday prior to the student's oral presentation. One point is docked for each hour past the deadline. Ten points are docked if the written report is uploaded nine or more hours past the deadline.

(6).逾時上傳書面報告修正版（該生口頭報告後2週的周一24時前），每逾1小時內扣學期成績1分，逾9小時以上者扣學期成績10分。

F. Deadline for uploading the revised report is 24:00 on the Monday two weeks after the student's oral presentation. One point is docked for each hour past the deadline.

Ten points are docked if the revised report is uploaded nine or more hours past the deadline.

4. 學期總成績之分數計算方式為學期成績扣除上列之扣分項目後的分數。

4. Final grades are primary grades minus deductions.

第八條 專題討論學期總成績排名為每學期獎學金、斐陶斐等提名之參考依據。

VIII. Grades from seminar are included when determining eligibility for scholarship and honor opportunities in the College of Environmental Studies.

第九條 本規定經環境學院課程規劃委員會通過後實施，修正時亦同。

IX. These Seminar Course Regulations are approved by the Council of Academic Affairs of the College of Environmental Studies.